

CHARTER TOWNSHIP OF UNION
Planning Commission
Regular - Electronic Meeting Minutes

A regular-electric meeting of the Charter Township of Union Planning Commission was held on February 16, 2021 as a virtual meeting through the Zoom meeting platform.

Meeting was called to order at 7:00 p.m.

Chair Squattrito welcomed Tera Albrecht to the Planning Commission.

Roll Call

Present:

Albrecht (location: Union Township, Isabella County, Mt. Pleasant, MI)
Buckley (location: Union Township, Isabella County, Mt. Pleasant, MI)
Clerk Cody (location: Union Township, Isabella County, Mt. Pleasant, MI)
Darin (location: Union Township, Isabella County, Mt. Pleasant, MI)
Fuller (location: Union Township, Isabella County, Mt. Pleasant, MI)
LaBelle (location: Union Township, Isabella County, Mt. Pleasant, MI)
Lapp (location: Union Township, Isabella County, Mt. Pleasant, MI)
Shingles (location: Union Township, Isabella County, Mt. Pleasant, MI)
Squattrito (location: Isabella County, Mt. Pleasant, MI)

Others Present

Rodney Nanney, Community and Economic Development Director; Zoning Administrator, Peter Gallinat, and Administrative Assistant, Jennifer Loveberry

Approval of Minutes

Fuller moved Shingles supported the approval of the January 19, 2021 regular meeting as presented. Vote: Ayes: 9 Nays: 0. Motion carried.

Correspondence / Reports/ Presentations

- A. Board of Trustees updates by Clerk Cody
- B. ZBA updates by Buckley
- C. Sidewalks and Pathway Prioritization updates by Darin
- D. Memo from the Director re: planning for a future return to in-person meetings

Approval of Agenda

There was a consensus among the commissioners to include review of the bylaws and agenda organization on a future meeting agenda for review.

Shingles moved Fuller supported to approve the Agenda as presented. Vote: Ayes: 9 Nays: 0. Motion Carried.

Public Comment

Open 7:19 p.m.

No comments were offered.

Closed 7:19 p.m.

New Business

A. PSPR21-03 Malley Construction Contractor's Yard final site plan application

a. Introduction

b. Updates from staff and the applicant

c. Commission deliberation and action (approval, denial, approval with conditions, or postpone action)

Nanney updated that a special use permit for a contractor's yard PSUP20-02 was reviewed by the Planning Commission following a public hearing held in December 2020. The Board of Trustees in January 2021 agreed with the Planning Commission's recommendation and took action to approve the special use permit for the contractor's yard.

A preliminary site plan SPR20-15 was reviewed and approved December 2020 by the Planning Commission. Changes as required have been made and the applicant has submitted a final site plan application for a Contractor's Yard located west of Packard Rd which is an expansion of the business currently conducted at 1565 S. Park Place.

Cody moved Lapp supported to approve the PSPR 21-03 final site plan from Malley Construction for a Contractor's Yard on approximately 8.59 acres of land (parcel numbers 14-011-30-001-07 and 14-011-40-002-00) on the south side of East Airport Road and east of Packard St. in the southwest quarter of Section 11 and in the I-1 (Light Industrial) zoning district, finding that the February 4, 2021 site plan fully complies with the applicable Zoning Ordinance requirements for final site plan approval, including Sections 14.2.P. (Required Site Plan information) and 14.2.S. (Standards for Site Plan Approval), subject to the following condition(s): the requested temporary sidewalk relief be granted due to the property is in an industrial zoned district. Roll Call Vote: Ayes: Albrecht, Buckley, Cody, Darin, Fuller, Lapp, LaBelle, Shingles, and Squattrito Nays: 0. Motion carried.

B. PSPR20-14 Grayling Investors – Dunkin Donuts/Marathon Filling Station final site plan application

a. Introduction

b. Updates from staff and the applicant

c. Commission deliberation and action (approval, denial, approval with conditions, or postpone action)

Nanney updated that a special use permit for a filling station SUP 2019-06 was previously approved in October of 2019. Previously this parcel was split zoned with 465 feet to the north zoned B-4 and 350 feet to the south zoned B-5. In November of 2020 the planning Commission held a public hearing on a request to rezone the entire parcel as B-5. The Planning Commission recommended approval and the Board of Trustees adopted the Zoning Map change in January of 2021.

A preliminary site plan SPR2019-12 was reviewed and approved November 2019 by the Planning Commission. Changes as required have been made and the applicant has submitted a final site plan application for the Dunkin Donuts Convenience Store, Drive-Through Lane, and Marathon Filling Station located on the southwest corner of the E. Broomfield Road and S. Isabella Road intersection in the NW 1/4 of Section 26 and in the B-5 zoning district.

Cody moved **Buckley** supported to approve the PSPR 20-04 final site plan from Grayling Investors LLC for the construction of a new Dunkin Donuts convenience store, drive-through lane, and Marathon filling station on parcel number 14-026-20-001-06, located on approximately 6.94 acres on the southwest corner of the E. Broomfield Road and S. Isabella Road intersection in the northwest quarter of Section 26 and in the B-5 (Highway Business) zoning district, finding that the January 19, 2021 site plan fully complies with the applicable Zoning Ordinance requirements for final site plan approval, including Sections 14.2.P. (Required Site Plan information) and 14.2.S. (Standards for Site Plan Approval). **Roll Call Vote: Ayes: Albrecht, Buckley, Cody, Darin, Fuller, Lapp, LaBelle, Shingles, and Squattrito Nays: 0. Motion carried.**

C. PSPR21-01 Sam's Club Filling Station final site plan application

a. Introduction

b. Updates from staff and the applicant

c. Commission deliberation and action (approval, denial, approval with conditions, or postpone action)

Nanney updated that a special use permit for a filling station was previously approved in 2005, but the required site plan for the filling station was never approved. A new special use permit is not required because this approval stays with the land once approved.

A preliminary site plan PSPR20-02 was reviewed and approved January 2021. Changes have been made and the applicant has submitted a final site plan for approval for the Sam's Club Filling Station.

Fuller moved **Darin** supported to approve the PSPR 21-01 final site plan from Carlson Consulting Engineers for the construction of a new Sam's Club filling station on parcel number 14-026-30-001-07, located on approximately 16.8 acres west and north of Encore Drive in the southwest quarter of Section 26 and in the B-5 (Highway Business) zoning district, finding that the January 26, 2021 site plan fully complies with the applicable Zoning Ordinance

requirements for final site plan approval, including Sections 14.2.P. (Required Site Plan information) and 14.2.S. (Standards for Site Plan Approval).

Roll Call Vote: Ayes: Albrecht, Buckley, Cody, Darin, Fuller, Lapp, LaBelle, Shingles, and Squattrito Nays: 0. Motion carried.

D. PSUP20-03 & PSPR20-18 New Isabella County Jail and Sheriff's Office special use permit & preliminary site plan applications

a. Introduction

b. Updates from staff and the applicant

c. Commission discussion and confirmation that the PSUP20-03 application is ready for a 3/16/2021 public hearing date

Nanney updated that the township is continuing to work through key findings for both the special use permit and site plan for the proposed Isabella Sheriff's Office and Correctional Facility located on the west side of S. Summerton Rd. and south side of E. Remus Rd. in the northeast quarter of Section 24 and in the AG(Agricultural) zoning district.

LaBelle moved **Shingles** supported to set a public hearing for the PSUP20-03 Special Use Permit Application for the new Isabella County Jail and Sheriff's Office to be held during the March 16, 2021 regular meeting. **Roll Call Vote: Ayes: Albrecht, Buckley, Cody, Darin, Fuller, Lapp, LaBelle, Shingles, and Squattrito Nays: 0. Motion carried.**

E. PSPR21-02 Biggby Coffee final site plan application

a. Introduction

b. Updates from staff and the applicant

c. Commission deliberation and action (approval, denial, approval with conditions, or postpone action)

Nanney updated that on the proposed Biggby Coffee modular building, drive-through lane, and outdoor seating area in the east parking lot of the former Mid Michigan Community College building at 5805 E. Pickard Rd.

Buckley moved **Lapp** supported to approve the PSPR 21-02 final site plan from Reals-Palmer LLC for the construction of a new Biggby Coffee modular building, drive-through lane, and outdoor seating area on parcel number 14-012-04-007-07 located on the north side of E. Pickard Rd. between S. Summerton Rd. and the former Mid Michigan Community College building at 5805 E. Pickard Rd. in the southeast quarter of Section 12 and in the B-7 (Retail and Service Highway Business) zoning district, finding that the site plan with a revision date of January 6, 2021 fully complies with the applicable Zoning Ordinance requirements for final site plan approval,

including Sections 14.2.P. (Required Site Plan information) and 14.2.S. (Standards for Site Plan Approval). Roll Call Vote: Ayes: Albrecht, Buckley, Cody, Darin, Fuller, Lapp, LaBelle, Shingles, and Squattrito Nays: 0. Motion carried.

F. Parks and Recreation Master Plan Update

A project schedule will be provided by township staff in the March 2021 Planning Commission Packet for review at the March 16, 2021 meeting.

G. Master Plan implementation

At the 8/18/2020 and the 11/17/20 Planning Commission meetings there was some discussion and a list of potential action plan items were identified:

1. Housing
2. Non-motorized plan
3. Access management plan
4. Water quality
5. Industrial districts
6. Code enforcement
7. Capital improvements program

This topic was added as a recurring Agenda item since August 2020 and will continue to be reviewed. They have had some discussion regarding housing and sidewalks; however, the commissioners were all in agreement that the Census results will be beneficial as they continue discussing all topics.

Extended Public Comment

Open –8:52 p.m.

Shyan Marar, 3010 S. Summerton – Commented that he is not opposed to the County Jail project; however, he just purchased the property 3-4 months ago and has concerns about: market value, possible noise and light issues, and lastly conveyed the importance of addressing surrounding neighbor's concerns regarding this project.

Closed – 8:58 p.m.

Final Board Comment

Buckley – Welcomed Tera Albrecht to the Planning Commission

LaBelle – Complemented township staff for the completeness of applications/projects being submitted in the packets.

Adjournment – Chairman Squattrito adjourned the meeting at 9:01 p.m.

APPROVED BY:

Alex Fuller - Secretary
Mike Darin – Vice Secretary

(Recorded by Jennifer Loveberry)