

SUMMIT TOWNSHIP PLANNING COMMISSION

April 19, 2016

MEMBERS PRESENT: Raymond McQuillan, Chairman; Richard Erhardt, Zoning Board of Appeals Liaison; Todd Emmons, Township Board Liaison; Stephen Artz; Allan Hooper; George Gancsos Jr.; Laurie Cunningham; Tom Biela; John Worden, Summit Township Zoning Administrator

MEMBERS ABSENT: Jack Shelby, Secretary;

The meeting was called to order by Raymond McQuillan, Chairman, on Tuesday, April 19, 2016 at 7:00 p.m. in the Township Hall meeting room at 2121 Ferguson Road.

The Planning Commission welcomes new member Laurie Cunningham. Laurie Cunningham is replacing Natalie Stopyak.

A motion was made by R. Erhardt, supported by A. Hooper, to appoint Stephen Artz acting Secretary for the Tuesday, April 19, 2016 meeting. The motion carried unanimously.

A motion was made by G. Gancsos, supported by R. Erhardt, to approve the minutes of the Thursday, December 15, 2015. The motion carried unanimously.

2016 Election of Officers Chairman, Vice Chairman and Secretary

A motion was made by R. Erhardt, supported by T. Emmons, to retain Raymond McQuillan as Chairman, elect Allan Hooper as Vice Chairman and retain Jack Shelby as Secretary. The motion carried unanimously.

A motion was made by A. Hooper, supported by R. Erhardt, to elect Laurie Cunningham as the Planning Commission Liaison to the Recreation Planning Committee. The motion carried unanimously.

Case #16-04-0003 – Conditional Use – Banquet Hall – 2527 Helena Ave, Zoned C-2 – Kim Dagenais/Owner – R.W. Mercer/Applicant

A public hearing was held on the request of applicant Kim Dagenais, of 345 Oakwood Avenue, Clarklake, for a Conditional Use for a Banquet Hall on property located at 2527 Helena Avenue that is zoned General Commercial (C-2). The Township Zoning Ordinance states Banquet Halls are only permitted by conditional use permit and only in the Highway Commercial (C-3) District.

The applicant explained the existing building was built in 1950, as Horner Elementary School, and had two (2) prior owners. The applicant will be using the existing structure on the property as a Banquet Hall. The old gymnasium and kitchen on the south end of the building will be used for events such as wedding receptions, graduations, funeral luncheons, parties and club meetings. The existing equipment in the kitchen would be used as a way to warm food that is brought in by a catering service, but no cooking staff will be hired. The old library will be transformed into an antique store. Other areas in the building will be used as an office for the applicant, a meeting room and possible Internet café with free Wi-Fi and vending machine coffee. The banquet hall will have a maximum occupancy of one hundred seven (107) persons. Occupant loading and unloading would occur in the U-shaped drive off Helena Avenue. Parking would be located at the north end of the building with a side walk along the west side of the building to the entrance.

T. Biela, asked how long, has the building been unoccupied before the applicant purchased it.

Applicant, K. Dagenais responded the property was placed for sale last summer, but nine (9) or (10) clubs have been holding regular meetings during that time.

T. Biela, asked if the applicant had spoken with the neighbors.

Applicant, K. Dagenais responded that he had not spoken to the neighbors of the property. He also added that one neighbor is a foreclosed property and the other was an individual that recently entered a retirement home.

G. Gancsos commented forty (40) parking spaces were available in the designated parking location.

Applicant, K. Dagenais asked the Planning Commission to tell him the number of required parking spots, and added additional parking can be located around the back of the building. Parties, which will be held primarily on the weekends, will be using the additional parking.

R. Erhardt inquired on the paving which will be used.

Applicant, K. Dagenais responded he plans to refurbish the north side parking

R. Erhardt asked how many restrooms the banquet hall contains

Applicant, K. Dagenais responded there are two (2) restrooms at the front which will be converted to handicap restrooms. Additional restrooms are located in the building that containing ten (10) stalls and five (5) urinals.

R. Erhardt asked about entry and exit from the facility.

Applicant, K. Dagenais responded entry and exits are located at north end, on the east side and in front of the building.

R. Erhardt asked about fire protection

Applicant, K. Dagenais responded the banquet hall does not have any fire protection (sprinklers)

S. Artz, asked the hours of operation

Applicant, K. Dagenais responded the business office hours will be 8:00 a.m.-5:00 p.m., but would allow someone to rent after those hours. Banquet hall parties will be held during nights and weekends, and will go until midnight or later.

Raymond McQuillan, Chairman, explained set hours of operation can be part of the requirements for a Conditional Use Permit.

Applicant, K. Dagenais responded 1:00 a.m. which is the same hours of operations as other banquet halls in the area.

S. Artz asked if the applicant had heard any feedback from his neighbors, he wants to be respectful to the neighbors during summer nights.

Raymond McQuillan, Chairman, commented the conditional use would be revisited if the Township receives any complaints

A. Hooper asked if the Masonic Temple was operating with a conditional use.

J. Worden commented the Masonic Temple operated without a conditional use permit.

S. Artz asked about the type of lighting will be used in the parking lot.

Applicant, K. Dagenais responded lighting will be added to the parking lot, but he was unsure what will be installed

S. Artz suggested downward reflective lighting for the parking lot.

Public Comment:

Gloria and Tim Gray, 2507 Vining Street, were in opposition of the applicant, expressing concerns over the hours of operation, noise pollution, alcoholic consumption and light pollution. Tim Gray added there was a loud summer party once at the Masonic Temple that included excessive alcohol consumption that went late into the night hours.

Raymond McQuillan, Chairman, explained banquet halls are located in denser zoned area, and a conditional use is better for the neighbors rather than rezoning the entire property. He also noted the requirements for a conditional use for a banquet hall and these are made as recommends to the Township Board.

A. Hooper inquired on the hours of operation for other banquet halls in C-2 zoned areas.

J. Worden, responded there are no banquet halls in C-2 zoned areas with a conditional use permit and do not have limits on closing times.

Raymond McQuillan, Chairman, remarked time the banquet hall hours could be set to 1:00 a.m., and if the applicant received a hardship or loss of business because of this time he could come back to the Planning Commission for further discussion.

A. Hooper inquired if the parking for a banquet hall event would have to satisfy maximum occupancy.

J. Worden, responded the applicant would have to submit an administrative site plan, which includes lighting, parking, and the uses that will take place in the facility. Typically, parking requirements are set by one (1) parking space for every three people of the maximum occupancy number.

A motion was made by A Hooper, supported by S. Artz, to recommend to the Township Board approval of the Conditional Use Permit with the following conditions: 1) Hours of operation for the business office Monday – Friday 8:00a.m. – 5:00 p.m. 2) Banquet Hall operation concludes at 1:00 a.m. 3) Approval of administrative site plan. The motion carried unanimously.

Case #16-04-0004 – Site Plan Review – Lots 304, 305 and 306 Brookline Addition 500 block 19th Street – Zoned Light Industrial (L-1) – Bull Investments, LLC Bill Bullinger/Owner Applicant

A public hearing was held at the request of Bull Investments, LLC of 530 19th Street, for a site plan review for property located at 520 19th Street for the construction of a sixty-four (64) by forty (40) feet pole barn to be located on lots 304, 305 and 306 of Brookline Addition 19th Street. The pole barn will be utilized as an indoor storage facility for equipment and vehicles of the Heating and Air Conditioning business, AJAX Heating and Air Conditioning, of 530 19th Street. The pole barn will have gas and electricity, but contain no plumbing or sewer. It will contain three (3) overhead doors, which will face the AJAX Heating and Air Conditioning business.

Lots 304, 305 and 306 Brookline Addition was rezoned from Urban Residential (RU-1) to Light Industrial (L-1) on January 12, 2016. A six (6) feet from the required thirtyfive (35) feet rear yard set-back in the Light Industrial

(L-1) was granted at the Thursday, April 14, 2016 Zoning Board of Appeals meeting.

Public Comment:

None

A motion was made by S. Artz, supported by R. Erhardt, to recommend to the Township Board approval of the Site Plan contingent upon compliance with the letter and recommendations of the Jackson County Department of Transportation, Jackson County Drain Commissioner. The motion carried unanimously.

Case #16-04-0005 – Amended Site Plan Condominium – Sandy Beach Condominiums – Unit Adjustments – Steve Moser/Owner

A public hearing was held at the request of Steve Moser, Sandy Beach Condominiums 4800 Sandy Beach Lane, to amend the Sandy Beach Condominium site plan by adjusting unit lines within the site condominium. This adjustment of lot lines include: 1) A sale of twenty four (24) feet to adjacent property owners Bob and Karen Chaprnka for lake access, 2) A sale of twenty five (25) feet to adjacent property owner Mrs. Swick for storage of boating and water equipment 3) Open Lot 5 for a future build.

The drawings, submitted with the application, do not reflect the submitted site plan.

Applicant, S. Moser, responded the drawing were inaccurate because the new drawing will not be available until after the new legal descriptions have been created. At that time the master deed for the condominium will also be updated, and new prints will be provided to the Township by May 10, 2016.

R. Erhardt asked how to access the lake from the condominium location.

Applicant, S. Moser, responded lake access through a trail on the condominium site.

T. Biela asked what other changes the applicant will be making to the Master Condominium deed.

Applicant, S. Moser, responded an additional change would be made regarding pets. This change will address an issue that occurred last year, when my neighbors' dog ate my dog.

A motion was made by A Hooper, supported by G. Gancsos Jr., to recommend to the Township Board the approval of the amended site plan Condominium with the following conditions: 1) Corrected site plan, with legal descriptions, submitted to the township prior to the Township Board meeting on May 10, 2016 2) a copy of the new registered deed be submitted to the Township. The motion carried unanimously.

A motion was made by G. Gancsos, supported by S. Artz, to adjourn the meeting. The motion carried unanimously.

The meeting was adjourned at 7:56 p.m.

Respectfully submitted,

Steve Artz, Acting Secretary
Summit Township Planning Commission