

**CHARTER TOWNSHIP OF ELMWOOD
PLANNING COMMISSION
SPECIAL MEETING**

Tuesday, December 20, 2022 at 7PM

Location: Township Hall (10090 E. Lincoln Road, Traverse City, MI)



**Commission
Members:**

Rick Bechtold, Chair

Jeff Aprill, Vice-
Chair

Jonah Kuzma,
Secretary

Doug Roberts

Kendra Luta

Nathan McDonald

Chris Mikowski

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Limited Public Comment-**Only on Agenda Items**- See Rules on Agenda
- E. Agenda Modifications/Approval
- F. Declaration of Conflict of Interest
- G. Purpose of the Special Meeting
 - a. Public Hearing SPR/SUP 2022-06 Request by Wellevity LLC regarding property at 0 S Timberlee Dr, 10901 and 10800 S Cottonwood Dr, and 0 E Timberwoods Dr, parcels 113-014-26, 113-014-16, 113-014-29, 113-014-51 for a resort.
- H. Discussion on Zoning Ordinance
- I. Comments from the Chair
- J. Comments from the Planning Commissioners
- K. Comments from the Staff
- L. Public Comment
- M. Adjourn

Public Comment Rules:

This is an input option. The Commission will not comment or respond to presenters. Silence or non-response from the board should not be interpreted as disinterest or disagreement by the board.

- Speakers are asked, but not required, to identify themselves by name and address
- Limit comments to 3 minutes for limited public comment and 2 minutes for public comment at the end of the agenda
- Comments shall be addressed to the chair, not individual board members or others in the audience

CHARTER TOWNSHIP OF ELMWOOD
10090 E LINCOLN ROAD
TRAVERSE CITY, MI 49684 231-946-0921

NOTICE OF SPECIAL PLANNING COMMISSION MEETING

PLEASE TAKE NOTE that the Planning Commission of the Charter Township of Elmwood will hold a special meeting on December 20th, 2022 at 7:00pm.

The purpose of said meeting is to:

1. Public Hearing SPR/SUP 2022-06 Request by Wellevity LLC regarding property at 0 S Timberlee Dr, 10901 and 10800 S Cottonwood Dr, and 0 E Timberwoods Dr, parcels 113-014-26, 113-014-16, 113-014-29, 113-014-51 for a resort.

The public is invited to attend this Special meeting.

Individuals with disabilities who are planning to attend and require reasonable auxiliary aids should contact the Township Clerk by calling 231-946-0921

Posted: December 14, 2022
3:00 pm
Elmwood Township Hall
Connie Preston, Clerk

NOTICE OF PUBLIC HEARING ELMWOOD CHARTER TOWNSHIP PLANNING COMMISSION

The following Public Hearing is scheduled for Tuesday, December 20, 2022, at 7:00 p.m. before the Elmwood Charter Township Planning Commission to consider:

1. SU/SPR 2022-06, a request by Wellevity, LLC for a resort at 0 S Timberlee Dr (004-113-014-26), 10901 S Cottonwood Dr (004-113-014-16), 10800 S Cottonwood Dr (004-113-014-29), and 0 E Timberwoods Dr (004-113-014-51).

A complete copy of the application is available at the Township Hall or online at www.elmwoodmi.gov. Regular Township business hours are Monday thru Friday, 9 am to 5 pm.

The public hearing will be held at the Elmwood Township Hall, 10090 E. Lincoln Road, Traverse City. Individuals can make public comment or submit written comments, in person, at the public hearing. Written comments may be submitted prior to the public hearing by mailing them to: Planning and Zoning Department, 10090 E. Lincoln Rd, Traverse City, MI 49684 or planner@elmwoodmi.gov.

Written comments submitted prior to the public hearing regarding the applications will be received until 5:00 pm, December 20, 2022.

Individuals planning to attend who require reasonable auxiliary aids should contact Connie Preston, Township Clerk at (231) 946-0921.

BROCK STEVEN L
PO BOX 1004 ✓
BIG RAPIDS, MI, 49307

COTTONWOOD ASSOCIATION
11210 HILLTOP
TRAVERSE CITY, MI, 49684 ✓

DSEA ASSOCIATES
28105 GREENFIELD RD ✓
SOUTHFIELD, MI, 48076

COTTONWOOD CONDO COMM...
S COTTONWOOD DR ✓
TRAVERSE CITY, MI, 49684

THIEBAUT CHRISTOPHER & RA...
12344 S LINCOLN HOLLOW CT ✓
CEDAR, MI, 49621

LEE KEVIN B & LYNN M ✓
1530 MAYA DR
FORT WAYNE, IN, 46825

ALI KHODJA SAMY & ALI KHOD...
11272 S COTTONWOOD DR 19 ✓
TRAVERSE CITY, MI, 49684

ROYSTER JOHN T & CHERYL ✓
8602 ARDMORE AVE
BRIGHTON, MI, 48116

KOON JADA ✓
10100 E GRANDVIEW RD
TRAVERSE CITY, MI, 49684

BUCHBINDER WILLIAM A & CHE...
7340 E TIMBERWOODS DR ✓
TRAVERSE CITY, MI, 49684

NOVY ROBERT R ✓
PO BOX 292
TRAVERSE CITY, MI, 49684

DIGIOVANNI MICHAEL D ✓
11501 S RAMBLEWOOD DR
CEDAR, MI, 49621

VISIONI PAOLO & ANNA LETTAN...
9325 SIZEMORE ✓
SALINE, MI, 48176

GROVES MICHAEL W ✓
801 S GARFIELD AVE 305 PMB
TRAVERSE CITY, MI, 49686

BOWDEN ANSEL & CAITLIN ✓
7347 E TIMBERWOODS DR
TRAVERSE CITY, MI, 49684

152 LLC ✓
6267 WILDWOOD LN
WEST BLOOMFIELD, MI, 48324

M16 PROPERTIES LLC ✓
6267 WILDWOOD LN
WEST BLOOMFIELD, MI, 48324

THOMAS THEODORE E ✓
11288 S COTTONWOOD DR 23
TRAVERSE CITY, MI, 49684

ZELINSKI LORI ✓
11206 S COTTONWOOD DR 2
TRAVERSE CITY, MI, 49684

~~BROCK STEVEN L~~
~~PO BOX 1004~~
~~BIG RAPIDS, MI, 49307~~

DICLEMENTE PERRY TRUST ✓
6267 WILDWOOD LN
ORCHARD LAKE, MI, 48324

RESCIGNO TIMOTHY R & ✓
11284 S COTTONWOOD DR 22
TRAVERSE CITY, MI, 49684

GILGER FAMILY TRUST ✓
11361 S COTTONWOOD DR
TRAVERSE CITY, MI, 49684

THOMAS GREGORY J & MICHE... ✓
10000 MARIE ST
LIVONIA, MI, 48150

LWC COTTONWOOD LLC ✓
35 RESEARCH DR STE 300
ANN ARBOR, MI, 48103

STOCKER RICHARD & CATHY ✓
10484 S LEELANAU WAY
TRAVERSE CITY, MI, 49684

OLDS KEVIN & MELISSA ✓
11212 S NEWFIE HILLS DR
TRAVERSE CITY, MI, 49684

JONES FAME ✓
801 S GARFIELD AVE 305 PMB
TRAVERSE CITY, MI, 49686

POTTER NANCY J ✓
10962 S BLUE RIDGE LN
TRAVERSE CITY, MI, 49684

~~BROCK STEVEN L~~
~~PO BOX 1004~~
~~BIG RAPIDS, MI, 49307~~

BUCHBINDER WILLIAM A & CHE...
7340 E TIMBERWOODS DR
TRAVERSE CITY, MI, 49684

DICLEMENTE JOHN FRANK &
1247 BARTON WAY DR
TROY, MI, 48098

THIEBAUT CHRISTOPHER & RA...
12344 LINCOLN HOLLOW CT
CEDAR MI, 49621

SILADKE NATHAN A
1940 12TH ST A
SANTA MONICA, CA, 90404

DICLEMENTE GINO & LUCIANA
5135 IRON GATE
BLOOMFIELD HILLS, MI, 48304

OLDS KEVIN & MELISSA
11212 S NEWELL HILLS DR
TRAVERSE CITY, MI, 49684

RICKELMANN HILLARY M
11234 S COTTONWOOD DR 9
TRAVERSE CITY, MI, 49684

KENNEDY DAVID J
1623 HIGH ST
TRAVERSE CITY, MI, 49684

COLE DOUGLAS A
11210 S COTTONWOOD DR 3
TRAVERSE CITY, MI, 49684

TIMBERLEE CENTER INC
801 S GARFIELD AVE 305 PMB
TRAVERSE CITY, MI, 49686

BUCHBINDER WILLIAM A & CHE...
7340 E TIMBERWOODS DR
TRAVERSE CITY, MI, 49684

PIKE DENNIS C
34638 W NINE MILE RD
FARMINGTON, MI, 48335

MACNEAL JOHN ARTHUR &
10600 S MT JOSH DR
TRAVERSE CITY, MI, 49684

NIEMI ANN
11280 S COTTONWOOD DR 21
TRAVERSE CITY, MI, 49684

ANDERSON GINNY CATHERINE...
7572 SHADY LN
BELLAIRE, MI, 49615

GILGER FAMILY TRUST
11361 S COTTONWOOD DR
TRAVERSE CITY, MI, 49684

BROCK STEVEN L
PO BOX 1104
BIG RAPIDS, MI, 49307

BELANGER JUSTIN F ✓
7372 E TIMBERWOODS DR
TRAVERSE CITY, MI, 49684

BUCHBINDER WILLIAM A & CHE...
7340 E TIMBERWOODS DR
TRAVERSE CITY, MI, 49684

BROCK STEVEN L
PO BOX 1104
BIG RAPIDS, MI, 49307

ALLGAIER LEONARD E & KRIST... ✓
PO BOX 2138
TRAVERSE CITY, MI, 49685

JEAN STEPHEN J & VICTORIA E ✓
7348 E TIMBERWOODS DR
TRAVERSE CITY, MI, 49684

SWARTZ JOSHUA T & LYDIA J ✓
11358 S FOX VALLEY LN
TRAVERSE CITY, MI, 49684

Wellecity LLC
330 W Spring St #330
Columbus OH 43215

FINEOUT BABCOCK TRUST ✓
7356 E TIMBERWOODS DR
TRAVERSE CITY, MI, 49684

Steven Brock
21440 19 Mile Rd
Big Rapids MI 49307

BROCK STEVEN L
PO BOX 1104
BIG RAPIDS, MI, 49307

BOWDEN ANSEL & CAITLIN
7347 E TIMBERWOODS DR
TRAVERSE CITY, MI, 49684

BROCK STEVEN L
PO BOX 1104
BIG RAPIDS, MI, 49307

REAMES KATHRYN E ✓
7352 E TIMBERWOODS DR
TRAVERSE CITY, MI, 49684

HARING RAYMOND W & KALAR ... ✓
7364 E TIMBERWOODS DR
TRAVERSE CITY, MI, 49684

BROCK STEVEN L
PO BOX 1004
BIG RAPIDS, MI, 49307

BROCK STEVEN L
PO BOX 1004
BIG RAPIDS, MI, 49307

MACNEAL JOHN ARTHUR &
10600 S WILSON DR
TRAVERSE CITY, MI, 49684

HARDY JACOB C & ASHLEY D
10594 S SNOW CREST CT
TRAVERSE CITY, MI, 49684

LALONDE HAROLD H & KELLY S
10601 S SNOW CREST CT ✓
TRAVERSE CITY, MI, 49684

LIESE THEODORE J & LIESE TH...
10899 S SLOPE DR
TRAVERSE CITY, MI, 49684

MOESER WILLIAM CHARLES & ...
7200 E LEELANAU HILLS DR
TRAVERSE CITY, MI, 49684

STOCKER RICHARD & CATHY
10484 S LEELANAU WAY
TRAVERSE CITY, MI, 49684

BROCK STEVEN L
PO BOX 1004
BIG RAPIDS, MI, 49307

POMRENKE RICHARD E
10583 S SNOW CREST CT
TRAVERSE CITY, MI, 49684

WEYAND VIKTOR & ALICE
10570 S SNOW CREST CT ✓
TRAVERSE CITY, MI, 49684

TIMBERLEE HOLDINGS LLC
10484 S TIMBERLEE DR
TRAVERSE CITY, MI, 49684

REVOLT KEITH & MICHELE
10591 S SNOW CREST CT
TRAVERSE CITY, MI, 49684

ALLGAIER LEN E
PO BOX 1138
TRAVERSE CITY, MI, 49685

ESTERLINE LYNN D & WENDY K
4974 WALKER RD
CLYDE, MI, 48049

ALLGAIER LEONARD E & KRIST...
PO BOX 1138
TRAVERSE CITY, MI, 49685

BROCK STEVEN L
PO BOX 1004
BIG RAPIDS, MI, 49307

LIESE THEODORE J & LIESE TH...
10899 S SLOPE DR ✓
TRAVERSE CITY, MI, 49684

SCHOLLARD LINDSEY
12924 S REGAL ST
TRAVERSE CITY, MI, 49684

BOGART JESSICA M
7482 E TIMBERWOODS DR ✓
TRAVERSE CITY, MI, 49684

SELLE SCOTT & KRISTEN
7220 E LEELANAU HILLS DR
TRAVERSE CITY, MI, 49684

WOLF FAMILY TRUST
7517 E TIMBERWOODS DR ✓
TRAVERSE CITY, MI, 49684

CASTRO GUADALUPE R
11015 S SLOPE DR
TRAVERSE CITY, MI, 49684

TIMBERLEE HOLDINGS LLC
10484 S TIMBERLEE DR
TRAVERSE CITY, MI, 49684

BELANGER JUSTIN F
7372 E TIMBERWOODS DR
TRAVERSE CITY, MI, 49684

ALLGAIER LEN E
PO BOX 2138
TRAVERSE CITY, MI, 49685

BROCK STEVEN L
PO BOX 1004
BIG RAPIDS, MI, 49307

ALLGAIER LEONARD E & KRIST...
PO BOX 1188
TRAVERSE CITY, MI, 49685

BOGART JESSICA M
7482 E TIMBERWOODS DR
TRAVERSE CITY, MI, 49684

FINEONT BABCOCK TRUST
7356 E TIMBERWOODS DR
TRAVERSE CITY, MI, 49684

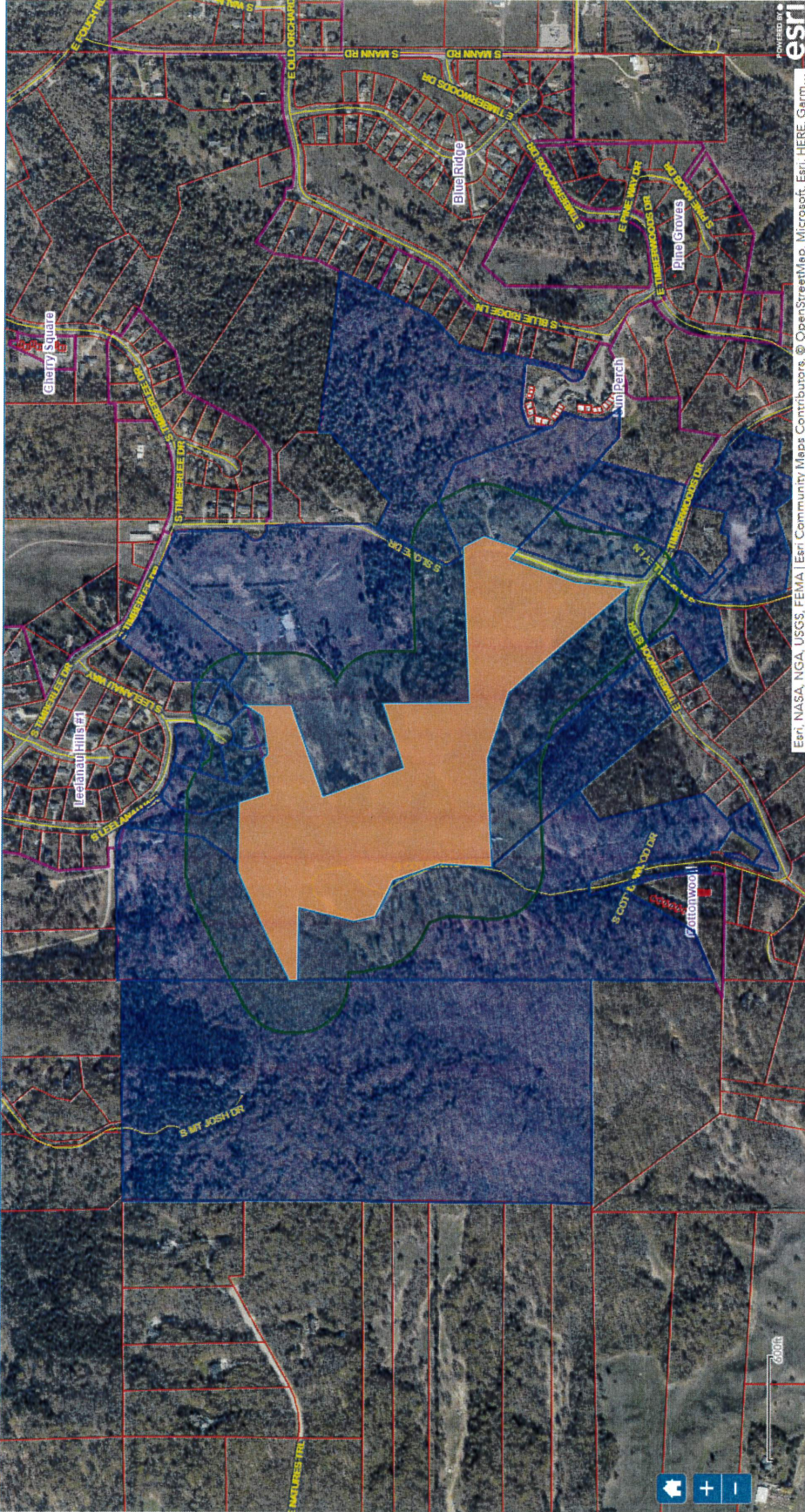
WOLF FAMILY TRUST
7517 E TIMBERWOODS DR
TRAVERSE CITY, MI, 49684

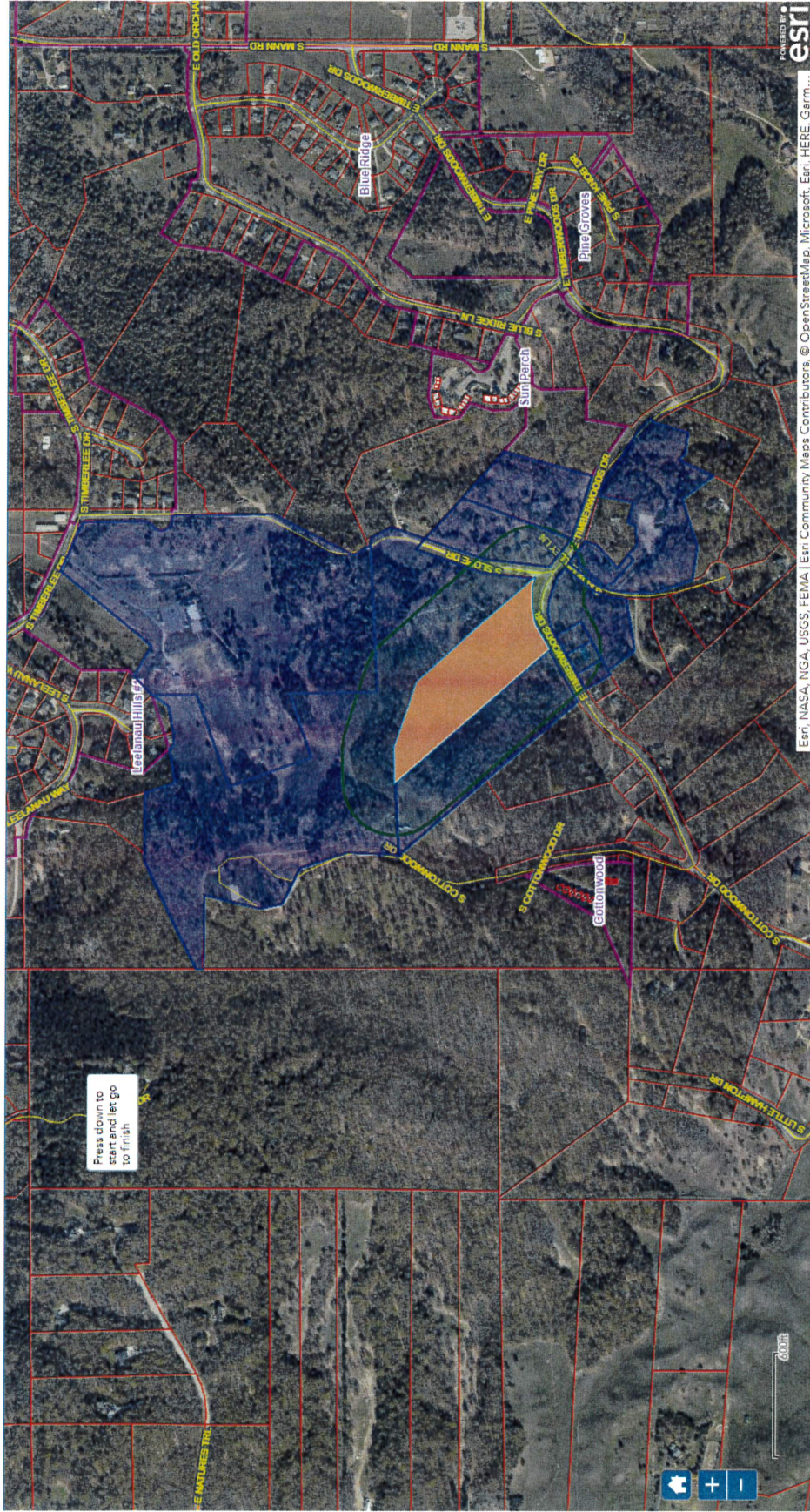
BROCK STEVEN L
PO BOX 1004
BIG RAPIDS, MI, 49307

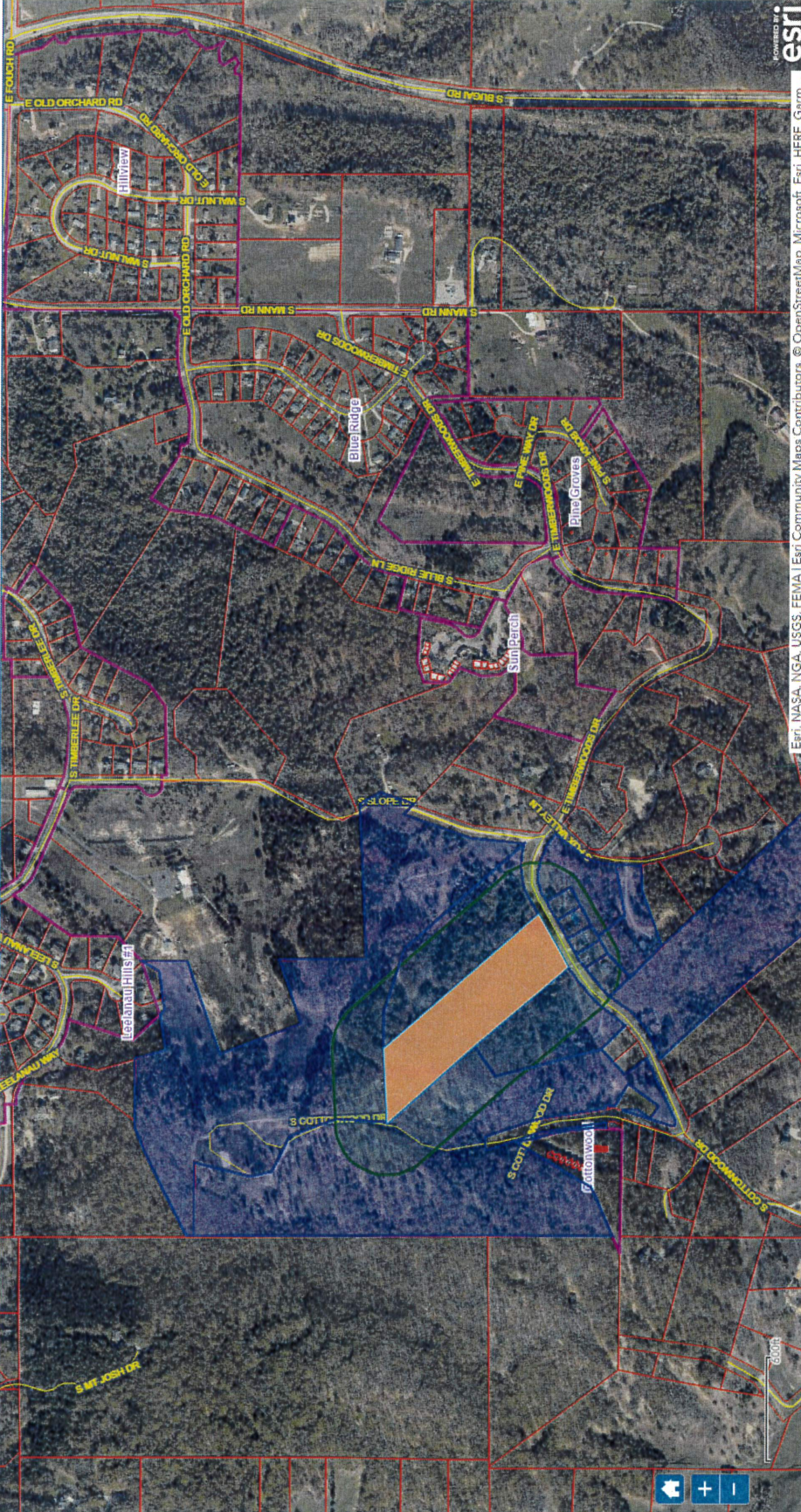
BROCK STEVEN L
PO BOX 1004
BIG RAPIDS, MI, 49307

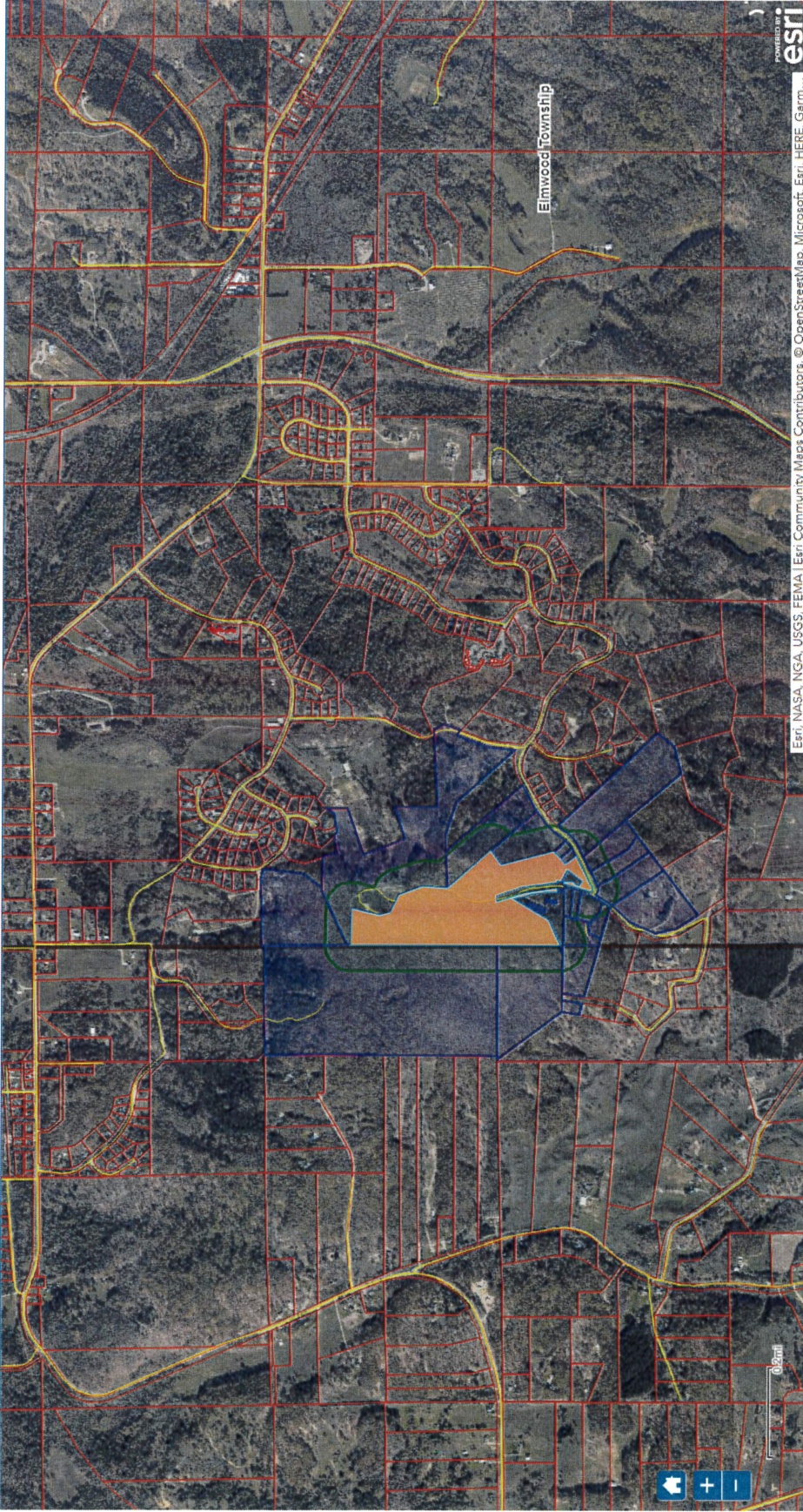
HARING RAYMOND W & KALAR ...
7364 E TIMBERWOODS DR
TRAVERSE CITY, MI, 49684

CASTRO GUADALUPE R
11015 SLOPE DR
TRAVERSE CITY, MI, 49684









new 12/14/22

REQUIRED PARKING SPACES

Description of Space	Approximate Square Footage * Subject to	Keys	Ordinance Description	Number of required spaces	Parking spaces using 1.3 factor
LODGE					
MOTEL: Guest Rooms/ Hotel Guest Only Spaces/	57,850	20	1 space for each occupant unit plus 1 space per employee on largest shift	55	42
RESTAURANT: Seating, kitchen, storage	8450		1 space for every 3 people allowed by occupancy permit (Equation: Seating square footage / 15 square feet)/ 3) *Kitchen and storage area not included in required parking calculation, per Ordinance. * This includes any outdoor seating	58	45
RETAIL	1100		1 space for every 250 sq ft of floor area	4	3
COMMUNITY RECREATION	3425		1 space per 200 sq ft of floor area * This includes any outdoor programming	18	14
CHILD CARE CENTERS: Kids Club	2050		1 space for each employee and 1 space for every 3 children center is licensed for * Based on occupancy regulations in MI, the total occupancy is 53 kids *Employees are included in Motel category above	18	14
			(Lodge parking area	153	118
SPA & FITNESS					
CLINICS: Spa	12,925		1 space for each 300 sq ft of waiting room plus 1 space per patient room, chair, or similar area (NOTE: 1500 square feet of lounge space, 16 Treatment Rooms)	21	16
COMMUNITY RECREATION CENTER: Fitness, Meditation Dome, Pool	7050		1 space per 200 sq ft of floor area	35	27
RESTAURANT: Café, Kitchen	800		1 space for every 3 people allowed by occupancy permit (Equation: Café square footage / 15 square feet)/ 3) *Kitchen area is not included in the square footage calculation, per Ordinance. * This includes any outdoor seating	11	8
MOTEL: Guest Rooms/ Hotel Guest Only	14,200	10	1 space for each occupant unit plus 1 space per employee on largest shift	25	19
RETAIL	500		1 space for every 250 sq ft of floor area	2	2
			(Spa parking	94	72
LODGING					
MOTELS: Cabins		34	1 space for each occupant unit plus 1 space per employee on largest shift	34	34
SINGLE FAMILY HOMES:		6	2 spaces for every dwelling unit	12	12
OTHER					
NATURAL AREAS: paths,	5		1 space for every 4 acres	1	1
			TOTAL REQUIRED PARKING	294	237
					Required spaces using 1.3 factor
			TOTAL PROVIDED PARKING		237

new 12/14/22

ISSUES:	
DATE	DESCRIPTION
8/19/22	Special Use Permit
9/30/22	SUP Revision 1

SITE INFO

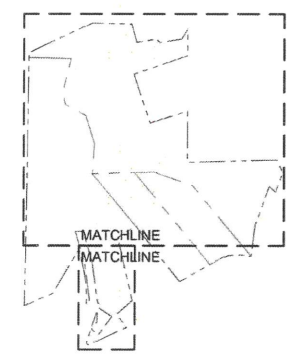
ELMWOOD TOWNSHIP

PARCELS: 004-113-014-26, 004-113-014-29,
004-113-014-51, 004-113-014-16
ZONE: RR
OVERALL ACREAGE: 99.99 ACRES

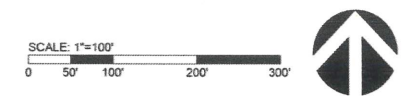
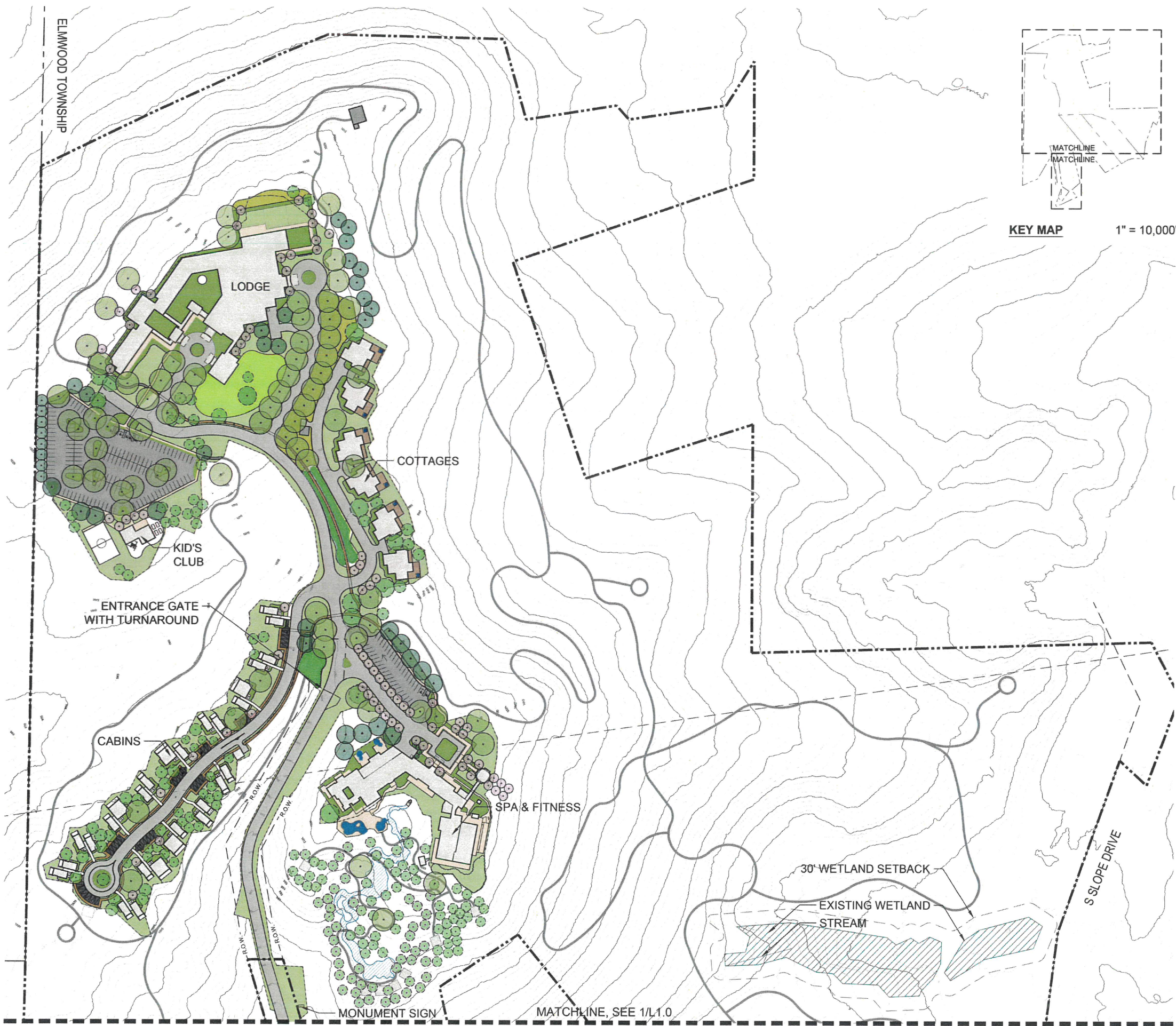
LEGEND

- PROPERTY LINE
- PROPOSED DEVELOPMENT AREA
- 5' WALKING PATH
(TO BE DESIGNED BY TRAIL ENGINEERS)

NOT FOR CONSTRUCTION



KEY MAP 1" = 10,000'



WELLEIVITY
 SPECIAL USE PERMIT APPLICATION

environmentalarchitects

1 OVERALL SITE PLAN PLAN

MATCHLINE, SEE 1/L1.0
MATCHLINE, SEE 2/L1.0

2 OVERALL SITE PLAN PLAN

LANDSCAPE PLAN OVERALL

L1.0

Sarah Keever

Subject: FW: Wellevity - Elmwood Twp SUP Review

From: Collin Oosse <coosse@leelanau.gov>
Sent: Thursday, November 17, 2022 9:50 AM
To: Sarah Keever <sarah@northview22.com>
Cc: Steve Christensen <schristensen@leelanau.gov>
Subject: RE: Wellevity - Elmwood Twp SUP Review

Hi Sarah,

Thank you for meeting with us on site last month to review the preliminary plans. The proposed work appears to follow existing grades wherever possible and the property is large enough to accommodate any stormwater generated from the structures and drives/parking areas we discussed. We see no major issues with the plans as discussed and look forward to reviewing the final plan, making any suggestions for necessary changes then. Please let me know if you have any questions.

Take care,

Collin Oosse
Natural Resource Specialist
231.256.9783 ext. 266

Leelanau Conservation District
8527 E Government Center Dr, Ste 205
Suttons Bay, MI 49682
Promoting the wise use of our natural resources.

For other documents pertaining to the proposed Wellevity Resort, please see the handouts which the Commission had for the project's introduction on 11/15/2022. These documents can be accessed online via the following direct link:

<https://www.leelanau.gov/downloads/wellevity.pdf>.

To: Elmwood Township Planning Commission
From: Sarah Clarren, Planner/Zoning Administrator
Date: December 12, 2022
RE: SUP/SPR 2022-07, Wellevity Resort

At the last regular Planning Commission meeting, the Planning Commission voted to schedule a public hearing for SUP/SPR 2022-07 Wellevity Resort for 12/2020. This public hearing was advertised on 12/1 and notice was mailed in accordance to the Planning Enabling Act.

In accordance with the Zoning Ordinance (Section 9.2.D 4 and 5),

“4. Public Hearing. On the appointed date and time, the Planning Commission shall conduct the public hearing.

5. Action of the Planning Commission. Upon completion of the Planning Commission’s review and completion of the public hearing, the Commission shall make findings to determine if the application meets the required standards and requirements. Based upon this determination, the Planning Commission may consider a motion for approval, approval with conditions, or denial of the special land use application based on the facts presented at the public hearing and the application of those facts to the General Standards and Specific Requirements for a special land use permit. The Commission may also postpone its determination to allow for verification, compilation, or submission of additional or supplemental information, or to address other concerns or issues raised during the Planning Commission’s review during the public hearing. Announcement of the date for the Commission to decide upon the matter shall be processed in accordance with the provisions of this Article and the Open Meetings Act, PA 267 of 1976, as amended.”

Property Owner:	Steven L. Brock 21440 19 Mile Road Big Rapids, MI 49307	Applicant:	Wellevity, LLC 330 W Spring Street St 330 Columbus OH, 43215
Engineer:	Environment Architects 10241 E Cherry Bend Road Traverse City, MI 49684	Surveyor:	Gosling Czubak 1280 Business Park Drive Traverse City, MI 49684
Hearing Date:	December 20, 2022		

PROPERTY DESCRIPTION

Parcel ID # 004-113-014-26 (0 S Timberlee Dr, 40.05acres)
 004-113-014-16 (10901 S Cottonwood Dr, 9.40acres)
 004-113-014-29 (10800 S Cottonwood Dr, 41.75acres)
 004-113-014-51 (0 E Timberwoods Dr, 8.98acres)

APPLICATION

Wellevity, LLC is requesting a Special Use Permit (SUP)/Site Plan Review (SPR) for a Resort on multiple properties owned by Steven Brock. According to the application, Wellevity, LLC and Brock

entered into an Option Agreement to purchase parcels 113-14-16-16, 113-014-26, 113-014-29, and 113-014-15. Within the application there is a signed document from Brock stating that Wellevity has Brock's authority to file the application.

All four parcels are zoned Rural Resort (RR). Resorts are a permitted use through SPR/SUP within said district. As defined by Elmwood's Zoning Ordinance, a Resort is "Resort. A full-service lodging facility that provides access to or offers a range of amenities and recreation facilities. Resorts may provide services for meetings, business, and events." The proposed resort includes a variety of amenities including a spa, restaurant, fitness center, etc.

HOW TO READ THE FOLLOWING SECTIONS:

Text that is in regular font is standards/requirements from the Zoning Ordinance.

Bolded text is from the Zoning Administrator (ZA).

As indicated below, the ZA has not made any findings/determinations on if the required standards of approval for both Site Plan Review / Special Use Permit have been met.

SECTION 8.3 SITE PLAN REVIEW APPLICATION PROCEDURES

3. The applicant will forward copies of the site plan to the Leelanau County Road Commission, Leelanau County Drain Commissioner, Health Department, the Elmwood Township Fire Department, Department of Public Works and Michigan Department of Transportation, as applicable, for their review and comments. Any review comments will be forwarded to the Zoning Administrator. Comment letters shall be provided to the Zoning Administrator prior to application being placed on the Planning Commission agenda for consideration. **No letters at this time, but applicant has indicated they have submitted plans for comment. Can be conditioned.**

SECTION 8.4 REQUIREMENTS FOR SITE PLAN APPROVAL

The following information shall be provided with the site plan as indicated, unless waived by the Zoning Administrator when such information is not applicable. The site plan must be drawn at a scale of one (1) inch equals one hundred feet (1"=100') or less. Required site plan elements shall include:

1. Applicant's name, address, and telephone number. **Provided**
2. Property owner's name, address, telephone number, and signature. **Provided.**
3. Proof of property ownership, and whether there are any options or liens on the property. **Provided.**
4. A signed and notarized statement from the owner of the property that the applicant has the right to act as the owner's agent. **Provided.**
5. The address and/or parcel number of the property, complete legal description and dimensions of the property, width, length, acreage, and frontage. **Provided.**
6. Seal of the registered engineer, architect, and landscape architect who prepared the plan, as well as their names, addresses, and telephone numbers. **Seal not yet provided; can be conditioned.**

7. Project title or name of the proposed development. **Provided.**
8. Statement of proposed use of land, project completion schedule, and any proposed development phasing. *Per application: "Proposed use of land is recreational wellness. This project is to be constructed in one phase, anticipated to begin construction in Summer 2023 and completion estimated within two years."* **Verbally relayed that construction of all buildings would be simultaneously; provided. Could condition a schedule when submitting for a Land Use Permit.**
9. Statements regarding the project impacts on existing infrastructure, including traffic, schools, existing utilities, and the natural environment on and adjacent to the site. **Provided.**
10. Total number of units, employees, bedrooms, offices, total and usable floor area, amount and type of recreation or open space proposed, and similar information required to evaluate compliance with the Ordinance. **Sheet A1.0 notes 50 employees; provided.**
11. A vicinity map showing the area and road network surrounding the property. **Provided (Sheet G1.1).**
12. The gross and net acreage of the parcel. **Provided (Sheet G1.1).**
13. Land uses, zoning classification, and existing structures on the subject parcel and adjoining parcels. **Provided (Sheet G1.1; G1.2; G1.3)**
14. Location of proposed and/or existing property lines, dimensions, legal descriptions, setback lines, and monument locations. **Provided (Sheet G1.1 and Timberlee ALTA/NSPS Survey)**
15. Existing topographic elevations at two (2) foot intervals, except at five-foot intervals where slopes exceed 18%. **Provided on various sheets, including but not limited to Sheet G1.2.**
16. The location and type of existing soils on the site, and any certifications of borings. **Provided (Sheet L4.0).**
17. Location and type of significant existing vegetation. **Provided (Sheet L4.0).**
18. Location and elevations of existing water courses and water bodies, including county drains and man-made surface drainage ways, floodplains, wetlands, and sand dunes. **Provided (Shown on multiple sheets, including Sheet L1.0 and L3.0; see 10/3/22 TriTerra Report for further information).**
19. Location of existing and proposed buildings and intended uses thereof, as well as the length, width, and height of each building or building envelope. **Provided (Sheet A1.0).**

20. Proposed location of all proposed structures, buildings, equipment, and uses. **Provided (Sheet A1.0).**
21. Elevation drawings of typical proposed structures and accessory structures. **See sheets A2.1-A2.5.**
22. Location of existing public roads, rights-of-way, easements of record, and abutting streets. **Provided (Sheets G1.1, G1.2).**
23. Location and dimensions of proposed streets, drives, curb cuts, and access easements, as well as acceleration, deceleration, and passing lanes, including those within 100 feet of the property. **Provided (Sheet C1.0)**
24. Location, design, and dimensions of existing and/or proposed curbing, barrier-free access, carports, parking areas (including indication of all spaces and method of surfacing), fire lanes, and all lighting thereof. **Provided (Sheet L6.0 and A1.1 (lighting)); Sheet L1.0 received 12/14/22 and required parking spaces received 12/14/22.**
25. Location, size, and characteristics of all loading and unloading areas. **Provided (Sheet L1.2)**
26. Location and design of all sidewalks, walkways, bicycle paths, and area for public use. **Provided (Sheet L1.2)**
27. Location of water supply lines and or wells, including fire hydrants and shut off valves; and the location and design of storm sewers, retention or detention ponds, waste water lines, and clean-out locations; and connection points and treatment systems (including septic system if applicable). **Provided (Sheet C1.0, C2.1-C2.4)**
28. Location of all other utilities on the site, including, but not limited to, natural gas, electric, cable TV, telephone, and steam. **Provided (Sheet C2.3 and C2.4)**
29. Proposed location, dimensions, and details of common open spaces, and common facilities such as community buildings or swimming pools, if applicable. **Provided, but note that narrative is vague on what portion(s) are available to the public.**
30. Location, size, and specifications of all signs and advertising features, including cross- sections. **Provided (Sheet L1.0), but note that Ordinance prohibits signs placed or painted on trees, rocks, or natural features. Compliance can be conditioned.**
31. Exterior lighting locations, with area of illumination illustrated as well as the type of fixtures and shielding to be used. **Provided (Sheets L6.0 and A1.1)**
32. Location and specifications for all fences, walls, and other screening features, with cross sections shown. **Provided (Sheet L1.0 (landscaping) and A2.1)**

33. Location and specifications for all proposed perimeter and internal landscaping and other buffering features. The proposed sizes of landscape materials (not previously existing) must be indicated. All vegetation to be retained on site must also be indicated, as well as its typical size by general location, or range of sizes as appropriate. **Provided (Sheet L1.0, L5.0-L5.3).**
34. Location, size, and specifications for screening of all trash receptacles and other solid waste disposal facilities. **Provided (Sheet A2.1)**
35. Location and specifications for any existing or proposed (above or below ground) storage facilities for any chemicals, salts, flammable materials, or hazardous materials. Include any containment structures or clear zones required by county, state, or federal government authorities. **Not provided, may be needed for pool.**
36. Identification of any significant site amenities or unique natural features, and whether they will be preserved. **Note that ZA had questioned if two creeks extend onto property as indicated on EGLE map; applicants had Triterra conduct a site investigation and “found no evidence of any water feature. One stream of approximately 150 feet long was observed in a wetland area. See...report for details about the site features observed.” ; Provided.**
37. North arrow, scale, and date of original submittal and last revision. **Provided (most sheets)**

SECTION 8.5 REVIEW AND APPROVAL (For Site Plan Review)

ZA NOTE: The Commission must determine if the below standards have been met. The applicant indicated their response to the standards in their application (specifically the narrative).

B. Standards for Site Plan Approval. The Planning Commission shall make a finding that the following standards are met prior to approving a site plan:

1. All required site plan and application information has been provided as specified in this Article.
2. All required permits and approvals from outside agencies have been secured, or have been made a condition of site plan approval.
3. Adequate essential facilities and services including highways, streets, police, fire protection, drainage structures, refuse disposal, water and sewage facilities, and schools are available, or the provision of such facilities and services has been assured.
4. All applicable standards of agencies including, but not limited, to the Township Fire Department, Michigan Department of Transportation, Leelanau County Road Commission, Leelanau County Drain Commission, Health Department, and the Michigan Department of Environmental Quality (MDEQ) have been met.
5. Compliance with all non- zoning ordinances adopted by the Township, including, but not limited to the private road ordinance.

6. All buildings and structures shall be designed, constructed, operated, and maintained so as to be harmonious, compatible, and appropriate in appearance with the existing or intended character of the general vicinity.
7. The buildings, structures, and entryway thereto proposed are situated, designed, and screened/buffered so as to minimize any adverse effects upon owners and occupants of adjacent properties and the neighborhood.
8. All buildings and structures are accessible to emergency vehicles.
9. Complete and safe pedestrian, non-motorized and vehicular circulation is provided.
10. The percentage of impervious surface has been limited on the site to the extent practicable.
11. Efforts have been made to protect the natural environment to the greatest extent possible.
12. There exists within the site plan sufficient protection to accommodate storm water runoff on the site location.
13. The proposal furthers the goals and objectives of the Master Plan.

SECTION 9.2 GENERAL PROVISIONS (*Special Use Requirements*)

B. Application. Application for any special land use permit permissible under the provision of this Ordinance shall be made to the Planning Commission through the Zoning Administrator by filing an official special use permit application and submitting a site plan in accordance with Article 8. In addition to information or documents required by Article 8, the applicant shall provide the following information:

1. Location of all proposed special land uses and activities to be conducted on the parcel(s); **Provided in revised parking calculations.**
2. Height and footprint of all structures and improvements; **provided.**
3. Adjacent land uses and their corresponding zoning districts; **provided.**
4. Need for the proposed special land use in the specific area of the Township. **Not provided, but permitted use in RR district**
5. Compatibility with the listed permitted uses in the zoning district where the proposed special land use is requested to be located; **Permitted use**
6. Such additional information or documents that will assist the Planning Commission in determining whether the proposed special land use meets the General Standards and Specific Requirements as provided in Section 9.3. **Planning Commission will determine this.**

SECTION 9.3 STANDARDS, REQUIREMENTS AND FINDINGS (*for Special Use Approval*)

ZA NOTE: The Commission must determine if the below standards have been met. The applicant indicated their response to the standards in their application.

A. General Standards.

1. The proposed special land use meets the objectives, intent, and purposes of this Article and the zoning district in which the proposed special land use is to be located.
2. The proposed special land use is designed, and is intended to be constructed, operated, maintained, and managed so as to be consistent with the existing or intended character of parcels within the zoning district.
3. The proposed special land use meets or exceeds the minimum requirements for the zoning district in which it is requested to be located.
4. The proposed special land use will be served adequately by essential public utilities, facilities, and services such as water supply, wastewater disposal, highways, roads, police and fire protection, drainage structures, and refuse disposal. Alternatively, such services, if adequate to serve the proposed special land use, may be provided privately or by a combination of public and private providers.
5. The proposed special land use will not adversely impact existing or future neighboring uses. For example, but without limitation, the proposed special land use shall be designed as to location, size, intensity, site layout, and periods of operation to eliminate any possible conflicts. Additionally, it shall not be detrimental to any persons, property, or the general welfare by reason of excessive smoke, fumes, glare, noise, vibration, and odors, nor have adverse environmental impacts and detrimental effects on the general aesthetics or appearance of the character of existing or future neighborhood uses.
6. The proposed special land use shall not have an adverse effect on the natural environment beyond the normal impacts of permitted principal uses in the same zoning district, and shall not result in impairments, pollution or destruction of the air, surface, ground water, vegetation, and other natural resources.
7. The proposed special land use will not create excessive additional requirements or costs for public facilities, utilities and services.
8. The proposed special land use has met or will meet all requirements of other Township, County, State, and Federal ordinance and code requirements.
9. The following specific requirements shall be met to the extent applicable to the proposed special land use:
 - a. Ingress and egress for the special land use shall be controlled to ensure maximum vehicular and pedestrian safety, convenience, and minimum traffic impact on adjacent roads and highways, drives, and nearby uses including, but not limited to:
 - i. Minimization of the number of ingress and egress points through elimination, minimization, and consolidation of drives and curb cuts;
 - ii. Proximity and relation of driveway to intersections;
 - iii. Minimization of pedestrian and vehicular traffic conflicts;

- iv. Adequacy of sight distances between road and driveway intersections as specified in Section 6.2, Access Management.
- v. Location and accessibility of off-street parking, loading, and unloading for automotive vehicles, including buses and trucks;
- vi. Location and potential use of ingress and egress drives to access special land use parcels for the purpose of possibly reducing the number of access points necessary to serve the parcels.
- vii. Adequate maneuverability and circulation for emergency vehicles.