

**Charter Township of Elmwood
Planning Commission
Special Meeting
May 23, 2023
7:00 PM
Elmwood Township Hall**

A. Call to Order: Chairman Bechtold called the meeting to order at 7:00 PM.

B. Pledge of Allegiance: Chairman Bechtold led the Pledge of Allegiance.

C. Roll Call: Present: Chris Mikowski, Doug Roberts, Kendra Luta, Rick Bechtold, Jeff Aprill, Jonah Kuzma, Nate McDonald

D. Limited Public Comment: None

E. Agenda Modifications/Approval: MOTION BY COMMISSIONER APRILL, SECONDED BY COMMISSIONER ROBERTS TO APPROVE THE AGENDA AS PRESENTED. MOTION APPROVED 7-0.

F. Declaration of Conflict of Interest: None

G. Purpose of the Special Meeting:

a. Consent Calendar: Approve/Receive and File. The purpose of the Consent calendar is to expedite business by grouping non-controversial items together to be dealt with in one Board motion without discussion. Any member of the Board, staff, or the public may ask that any item on the consent Calendar be removed there from and placed elsewhere on the Agenda for full discussion. Such requests will be automatically respected.

- **ZA Report (March and April)**
- **PC Annual Report**
- **Notice of Upcoming Training Opportunities**
- **Minutes: 3/21/23, 3/22/23, 4/11/23, and 4/18/23**

MOTION BY COMMISSIONER APRILL, SECONDED BY COMMISSIONER LUTA TO ACCEPT THE CONSENT CALENDAR AS PRINTED. MOTION CARRIED BY A UNANIMOUS VOTE.

MOTION BY COMMISSIONER LUTA, SECONDED BY COMMISSIONER KUZMA TO FILE THE CONSENT CALENDAR AS PRESENTED. MOTION APPROVED UNANIMOUSLY.

b. Site Plan Review: SPR 2023-03, Request by GM LLC regarding property at 10240 E Cherry Bend Rd. (parcel 004-320-001-00) for Site Redevelopment Project (parking lot) Scott Jozwiak, project Engineer for the project, representing Chris Millward and Erik Gruber, the owners of GM LLC and also for Blueprint Partners, gave an overview of the

project. The idea is to beautify the lot, make distinct parking lots, and turn the rest of the site into a lot of landscaping. They're trying to make the site more compliant than it was before. They're closing off one of the entrances on Cherry Bend and sliding the other one further away from the intersection, and getting rid of the parking that was along one side of the building that was all gravel and make it more controlled parking. He showed the location for the retention basin and also for an underground system.

The Commissioners went through Findings of Fact and Standards for Approval.

MOTION BY COMMISSIONER APRILL, SECONDED BY COMMISSIONER ROBERTS TO ACCEPT THE PROPOSED FINDINGS OF FACT FOR GM LLC SPR 2023-03. MOTION APPROVED UNANIMOUSLY.

Staff suggested the Commission consider an additional condition that no snow storage is allowed within the 30' water's edge setback.

MOTION BY COMMISSIONER LUTA, SECONDED BY COMMISSIONER ROBERTS TO APPROVE SPR 2023-03 BASED ON THE FINDINGS OF FACT PREVIOUSLY ADOPTED BY THE APPLICANT'S SITE PLAN FOR A PARKING LOT ON THE PROPERTY DESCRIBED IN A DECISION ORDER IS HEREBY APPROVED SUBJECT TO THE RECOMMENDED CONDITIONS.

Conditions:

1. The property owner is responsible for obtaining all other applicable permits. This shall be done prior to obtaining a Land Use Permit.
2. Landscaping shall be maintained in a healthy, growing condition. Diseased or dead materials shall be replaced within the current or next planting season.
3. Snow storage areas shall be located so they do not interfere with clear visibility of traffic on internal roads or drives, adjacent streets, and highways. Snow storage areas shall not interfere with emergency vehicle access.
4. Prior to issuance of a Land Use Permit, a plan set containing the seal of the registered engineer, architect, and landscape architect who prepared the plan shall be provided.
5. The project shall comply with all requirements of the Zoning Ordinance in effect at the time of approval (May 23, 2023).
6. Once the project has been completed, the property owner or their representative shall submit As-Built plans in accordance with Section 8.6 of the Zoning Ordinance.
7. The 2 Recommendations proposed by the Fire Chief in his 5/23/2023 letter will be made a condition of approval. These recommendations include:
 - 503.2.1 Dimensions.** Fire apparatus access roads shall have an unobstructed width of not less than 20 feet (6096 mm), exclusive of shoulders, except for *approved* security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 feet 6 inches (4115 mm).

IFC (2012) – Chapter 5 Fire Service Features – Section 503: *Fire Apparatus Access Roads*.

503.4 Obstruction of fire apparatus access roads. Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in Section 503.2.1 shall be maintained at all times. IFC (2012) – Chapter 5 Fire Service Features – Section 503: *Fire Apparatus Access Roads*.”

8. No snow storage is allowed within the 30' water's edge setback.

MOTION CARRIED BY A UNANIMOUS VOTE.

c. Introduction-PC 2017-04-17, a Zoning Ordinance Amendment Request submitted by John Gallagher Jr, to reintroduce Special Event Facilities as a Special Use within the A-R Zoning District.

Fred Campbell 225 E. 16th St. gave a relatively brief background to the evolution of special event facilities within Elmwood Township. He then gave background specific to special event facilities and the Gallaghers: a special event facility was permitted in 2018. After some time, the Ordinance changed so that special event facilities are no longer permitted. As a result of the elimination of the use from the Ordinance the center cannot expand. They want to meet the Ordinance, they want to have wedding events, they want to do a winery, they need to resolve the issue of the gazebo which the Gallaghers constructed after the use was no longer permitted. They are looking for recommendations on how to move forward.

Chairman Bechtold noted in their current Ordinance they do not have any events in the AG district.

Staff added, conference centers and banquet facilities are an allowed use with a SUP within the general commercial zoning district. The Attorney recommended the Commission have a discussion on whether or not this use be allowed in the AG district and if the Commission wants to see that use in the AG district, what type of regulations should be in place.

The Commissioners discussed the request and with the applicant's permission decided to further consider the use at a workshop meeting in June.

H. Discussion on Zoning Ordinance: None

I. Comments from Chair: Chairman Bechtold thanked the Commission for their preparation and said he appreciated their efforts.

J. Comments from Planning Commissioners: Commissioner McDonald said everybody had valid points in regards to what is happening with the Gallagher request and what takes precedence with him with a huge change or shift in text amendment are not having a Noise

Ordinance or Fire Code. He thinks those should be well in place before approving major event centers happening on a large area of agricultural land.

K. Comments from Staff: She currently has 6 applications, 5 have been reviewed and 2 will possibly be on the June agenda.

L. Public Comment: None

M. Adjourn: MOTION BY COMMISSIONER MCDONALD, SECOND BY COMMISSIONER APRIL TO ADJOURN MEETING AT 8:57 PM. MOTION PASSED UNANIMOUSLY.