

BLAIR TOWNSHIP PLANNING COMMISSION
APPROVED Minutes
March 28, 2018

- A. CALL TO ORDER:
The Blair Planning Commission was called to order by Chairman Heim at 6:00 pm.
- B. PLEDGE OF ALLEGIANCE:
The Pledge of Allegiance was recited.
- C. ROLL CALL:
Present at roll call: Dennis Fitzpatrick, Travis Clous, George Lombard, Andy Nickerson, Adam Wagner, Chairman Jerry Heim, Bob Boeve, Zoning Administrator Lisa Guerreri
Also present: Recorder Susan Kase
- D. PUBLIC INPUT:
Michael Flynn of Traverse City, Lead Landman with Heritage Wind Energy, discussed a 5 acre solar project that is proposed for the township. He will present next month. It is to be a one megawatt facility and similar to one installed in Elmwood Township in Leelanau County. This Blair Township property meets the criteria for a small system.
- E. APPROVAL OF AGENDA:
Motion by Lombard, seconded by Fitzpatrick to approve the agenda.
Motion carried. Roll call, all yeas.
- F. DECLARATION OF CONFLICT OF INTEREST:
There was no stated conflict of interest.
- G. MINUTES:
Motion by Fitzpatrick, seconded by Clous to approve the minutes of Feb 21, 2018 with correction on page 1, new business K, there was no designation that K2 needs to be inserted into page 2, to indicate still discussing site plan on the top of page 3.
Second correction: Lisa corrected the SU # is 18-02-01, page 1 K. Roll call, all yeas.
Motion carried.
- H. CORRESPONDENCE:
There was no correspondence.
- I. PRESENTATIONS:
There was no presentation.
- J. UNFINISHED BUSINESS:
There was no Unfinished Business.

K. NEW BUSINESS:

1. Public Hearing Special Use/Site Plan Review: SU/SPR# 18-03-01 The applicant, Blain's Farm & Fleet is requesting a special use/site plan review to establish an 105,570 SF retail store with a drive thru, an outdoor sales/display and also an auto service tire center.

The Planning Commission will approve or not approve the special use.

Standards for approval are contained in Sections 21.03 and 22.04.

Public Hearing opened at 6:12 p.m.

Applicant Blain's Farm and Fleet, Neal VanLoo, Director of Engineering, presented for Blain's Farm and Fleet. Kevin Endres, 3West Commercial Real Estate, is assisting Blain's Farm and Fleet with the application for the Special Use permit. The parcel is a 70 acre parcel owned by the county. Neal VanLoo, 3507 E Racine St, Janesville, Wisconsin, gave a brief history of the company: a family owned company, started in 1955. This location would be their 41st. Blain's Farm and Fleet currently operates stores in Wisconsin, Illinois and Iowa. The company performed a demographic study prior to planning a store in Blair Township. Their competitors include Tractor Supply Company. The customer base is some commercial farmers, mostly hobby farmers. The proposed storefront signage is the new company signage and it will be the standard for all stores going forward. Conditions necessary to close on the property are that MDOT installs a traffic signal at Rennie School Road for public safety purposes. Without the traffic light, store plans will not move forward. Farm & Fleet is hoping for approval prior to April 10, 2018. Due diligence would be completed, and they would break ground in early May. Opening scheduled for Spring 2019.

Staff

Chairman Heim asked for any staff comments. He asked Zoning Administrator for input. None was offered.

Site plan to be reviewed under Section 18.38 Sales Rooms, Rental Facilities, and/or Sales Lots for New and/or Used Recreation Vehicles, Trailers and Section 18.34 Open Storage Areas and Section 10.04 #10 Sales rooms sales lots.

Planning Commission had no further questions of the applicant.

Public Comment

There were no questions from the public.

Hearing closed at 6:30 p.m.

Discussion by Planning Members in SU 10.04. Sales, sales lots, agriculture machinery, #11 automotive service center. See Article 10 CM section, 22.04 – Chairman Heim read 1. a – g and asked for consensus from the committee members. There were no comments from members,

Sec 10.04. The plans meet the standards for approval. He asked for a motion for the Special Use.

Motion by George Lombard and supported by Dennis Fitzpatrick to recommend to the Blair Township Board of Trustees to approve Case# Special Use 18-03-01 as presented as it meets the Standards of Approval in Section 22.04 a-g of the Blair Township Zoning Ordinance.

Roll Call Vote: Yes: Heim, Lombard, Fitzpatrick, Nickerson, Clous and Wagner. No: None. Motion carried.

Site Plan

Site Plan Review Blain's Farm & Fleet SPR18-03-01 The applicant is requesting a site plan review to build a 105,000 + SF building.

The applicant representative Neal Van Loo, stated that there would be no exit to Rennie School Road. Main truck traffic will enter from Rt 31, go in the south end of the building to enter the loading dock area. Trash compactor is totally enclosed. All trucks would exit to RS Road, use traffic signal to return to Rt. 31. 400-450 parking spaces are standard, with 10x20 parking stalls for trucks, somewhat larger than the standard 9 ft. parking space. Bob Boeve asked about store hours. Mr. VanLoo stated they are open 7am – 9pm Monday through Friday, Saturday they close at 8pm, and Sunday hours are 9am to 7pm. The stores are closed on all holidays. Chairman Heim asked for questions. Andy Nickerson asked if there are multiple cars sitting in lot waiting for service overnight. No, it is in and out work, per day. Adam Wagner inquired about tire storage. Tires would be stored in the southwest corner, with a retaining wall 4 ft high with trailer parked there, and the tires will be stored in that trailer. Chairman Heim stated 16.05, 3, 4, 5 – landscaping meets or exceeds the requirements of the ZBA. Trash storage was addressed as well. Parking spaces meet or exceed the requirements. Sec 15 met. Sec 18.05 Automobile service stations requirements were met. Open Air business met. Sec. 21.02 met as well. Chairman Heim asked about fencing on site plan. Fencing is designated with the “x’s” on the site plan. Chairman Heim inquired about the loading docks, 19.2. Off road loading and unloading requirements. They reviewed the spaces required for loading dock for a building over 100k SF is 5 spaces per township ordinance. The site plan shows three spaces. Van Loo stated three has worked in prior experience. If there are more, they sit vacant. Dimensions of loading area, all concrete apron 60 feet from building and 60 feet wide, open air above. The dock seals to the truck and shelters the opening. Chairman Heim discussed the service drive, per 16.09. Purpose of access management to enhance traffic safety. He cited the example of Ace Hardware and other businesses that share an off-road parking drive to connect the parking areas so that cars can get to other businesses without re-entering the highway. He asked for

clarification of accessibility of Blain's Farm & Fleet with outlot businesses. The parcel directly to the west, 25 acres, has a road for the sewer and water, and goes back out to Wuerfel Park and Chums Corner. Kevin Endres showed on site plan documents where access will be and already exists. Endres addressed Bob Boeve's question on the traffic signal. Endres is waiting for letter from MDOT stating that the traffic light will be approved. The post traffic impact study is what MDOT is waiting for. From Rennie School Rd there will be a third lane to enter the store parking lot on Rt 31. Aside from loading dock issue, Chairman Heim asked if there are other questions. There were none. The discussion returned to loading dock issue. Van Loo stated that three docks and then the area for customer pick up could be considered another loading dock. Chairman Heim asked for usable SF to total SF. Van Loo stated that retail floor plan is 70,000 SF. 64% of 105,000 is usable. Chairman Heim emphasized that each provision must be met. Van Loo stated there will be no trucks parked or staged on Rennie School Rd. The loading dock space cannot be included in the minimum parking space requirement. Van Loo stated they are not included as such in the site plan. 10x50x14 is the loading dock space, and the loading space for customers is 30x95. Usable space is what the number of loading docks is based upon. Here, the number of proposed loading docks meets the requirement. The discussion moved to the signs on the building. Zoning Administrator, Lisa Guerreri, interjected that signage variance was awarded at ZBA meeting two weeks ago. Chairman Heim read the standards for approval, Sec. 21.03. Chairman Heim asked for motion.

Motion by Dennis Fitzpatrick and supported by Travis Clous to approve Site Plan 18-03-01 as it meets the Standards of Approval in Section 21.03, 1-11 and is a use permitted in the CM District of the Blair Township Zoning Ordinance and is conditioned upon approval by the Blair Township Board of Commissioners. Roll Call Vote: Yes: Lombard, Fitzpatrick, Heim, Boeve, Nickerson, Clous and Wagner. No: None. Motion carried.

REPORTS:

- 1.) ZONING ADMINISTRATOR - Lisa Guerreri has been very busy; there will be one item for next month, the solar project.
- 2.) TOWN BOARD REPRESENTATIVE- Dennis Fitzpatrick stated that the Aker Outdoor store has been approved, a grant for the water tank in the park for irrigation was approved, and they declared one LaserJet printer as surplus. The Vance Road clean up date will be chosen in April.

3.) ZONING BOARD OF APPEALS REPRESENTATIVE

Lisa stated Blain's Farm & Fleet signage was approved at the March 14, 2018 meeting.

4.) TRAILS

There is no information for Trails. A new handout was distributed.

M. ANY OTHER BUSINESS:

1. Master Plan

Travis Clous prepared edits on the existing zoning to create the future zoning map as following:

Future land use was suggested to change the label to residential. Change 37 corridor from agricultural to commercial, from the east side and west side of 37.

Chairman Heim asked if there was any traditional farming in this area. Fitzpatrick emphasized that these issues need to be addressed for now and future application. Chairman Heim thanked Clous for the work done on the master plan.

Lindsey is in control of the Master Plan. The language needs to be inserted into all zoning districts. The draft for the Master Plan should be firmed up with this work contributed by Clous. Lindsey has the Master Plan on her computer. Chairman Heim asked for the projected timeline to complete the Master Plan. Lindsey is on FMLA until May 16. Tracy Campbell, Treasurer, asked for a timeline and the work to be completed. Bill Clous inquired about zoning RN versus agricultural. Chairman Heim is adding this to the April meeting agenda. The document is to be assembled for the April 17 joint meeting.

2. Lisa presented Mobile Home Text Amendment. There have been several discussions with a mobile home owner who had a mobile home that was a dangerous structure, in the right of way. Another unit is now two months sitting with no utilities. It is very costly to the township to address this issue. The owner has been non-responsive. Lisa used state website to create verbiage for this proposed amendment. The twenty-year age limit considered standard. This amendment is adding a skirting requirement taken from mobile housing website. It was also noted that one year is too long a time to allow owners to meet the requirements. The Township would enforce the 20-year age and skirting with this new ordinance update. The issue is people moving 40-year-old manufactured homes into the township. Manufactured homes now have certificate of ownership and are no longer titled. An Affidavit of Fixture (to place it on a lot) requires a Certificate of Ownership. The Owner needs to produce a document with the Certificate of Ownership, the manufacture date, and an inspection report. Future Landlord/tenant issues would be reduced with these changes. This amendment would need to go to public hearing before final approval and be sent to the Township Attorney as well. Chairman Heim asked for clarification of "dangerous building" standards. The Planning Commission cannot send the proposed amendment to the attorney. The Planning Commission will request for Board of Commissioners' approval to send it to Township attorney Shawn Worden for review.

Bob Boeve moved to request the Blair Township Board of Commissioners send the proposed amendment 104-05-18-01 to the Township Attorney for review, and then to Public Hearing. The motion was seconded by Andy Nickerson. Roll call: Yes” Heim, Lombard, Fitzpatrick, Boeve, Nickerson, Clous and Wagner. No: None. Motion passed to request the Blair Township Board of Commissioners to send the proposed amendment 104-05-18-01 to the township attorney for review, then on to Public Hearing

N. PUBLIC INPUT:

None

O. ADJOURNMENT:

Andy Nickerson moved to adjourn the meeting, it was seconded by Adam Wagner.
Meeting adjourned at 8:11 p.m.

Respectfully submitted,
Susan Kase, Recorder