

**BROOKS TOWNSHIP PLANNING COMMISSION  
REGULAR MEETING  
November 23, 2015  
APPROVED MINUTES**

**MEMBERS PRESENT:** Mike Bouwer, Phil Knape, Greg Myers, Mark Pitzer, Cheryl Rosen, Les Salacina, Ryan Schultz

**MEMBERS ABSENT:** None

**STAFF PRESENT:** Zoning Official Joe Selzer

Chairman Pitzer called the regular meeting to order at 7:00 p.m. This meeting was properly posted and a quorum of the Brooks Township Planning Commission was present.

**APPROVAL OF AGENDA:**

**Moved** by Knape, **Seconded** by Myers to accept the agenda as written.

**Approved Unanimously**

**APPROVAL OF MINUTES:**

**Moved** by Salacina, **Seconded** by Bouwer to accept the minutes of the October 26, 2015 meeting as written.

**Approved Unanimously**

**PUBLIC COMMENT:** None

**CORRESPONDENCE:** Letter received opposing the Conditional Zoning Request.

**Moved** by Knape, **Seconded** by Rosen to suspend the regular PC meeting and open the Public Hearing at 7:04 p.m.

**Approved Unanimously**

**PUBLIC HEARING: Site Plan Review – Charlie Harris**

Selzer said this site plan review is to allow for an outdoor storage area at what used to be Jeff's Automotive. The application is from Charlie Harris and Don Cornell. They are both applicants as Mr. Cornell is the owner of the property and Mr. Harris is the tenant. He would like an 80 x 44 foot fenced storage area to be used for outdoor storage for parts and equipment at the business which used to be Jeff's Automotive.

Mr. Harris said he is just waiting for the okay to be able to build the fence.

Selzer said the site plan shows businesses within 300' are enumerated. Parking will be used that was for Jeff's. Mr. Harris also has Jack and Dee's old building so his customers can park there too if needed.

Pitzer asked for comments from those in support of this proposed project. (None)

Pitzer asked for comments from those opposed to this proposed project. (None)

Pitzer asked for comments from the PC. Knappe said it looks like all the standards have been met and it looked good.

**Moved** by Salacina, **Seconded** by Myers to close the Public Hearing and bring our regular PC meeting back into session at 7:10 p.m.

Approved Unanimously.

### **UNFINISHED BUSINESS:**

**1. Conditional Zoning Request:** Rachel Wisner said she wasn't aware of all she had to do last month so has put together her plan of what she would like. It has more detail than before. She is right next to commercial land owned by the DNR. She would like to put in air stations so people can blow up their tubes. She will have parking for emergency vehicles if they need to use her parking. It is not meant to be a new rental station. Wisner wants to make it cleaner, to make the flow easier and not to make it noisier. She will keep improving Timberview and maybe get it paved. She won't have displays all over. That is why she will store items behind the building and in the fenced area. She wants to make it cleaner and run better there. Doesn't want to take away the nature.

She also has access to signs that can be put out for no parking. The towing company will put them up and take care of it if other residents want them.

ZO Selzer said this is a much better presentation and much clearer than the original.

Wisner had a representative with her; Terry Harrison who is the Zoning Administrator at Ashland and Chester Township. Harrison said he has done a lot of conditional rezoning for the townships. He said what Wisner wants is good use of the land that is there now. It is right next to the boat launch and she will have parking. She would like to have a bathroom and not have to use a port-a-jon for her employees. It will be organized and beneficial for people to be able to use the air stations. There will be the same amount of traffic whether it is there or not. It will be beneficial to the neighbors. The nearest house is quite a way back and across the road, it is nearly 500 feet. There can be conditions placed on conditional rezoning and not the whole area. Just that one piece of property.

Pitzer asked if there was a road maintenance agreement. Selzer said he could not find one.

DNR plows it in the winter occasionally. They do grade it once in a while in the summer.

PC Member Comments: Rosen asked about the shower usage for customers. She thought this wasn't a sight for customers to check in. Wisner said she put that it but basically for employees and/or customers. She wanted to put everything in there for a possibility of it happening. Other comments brought out by the PC said it would make it run more smoothly. However, our current ordinance doesn't allow bathrooms. Concerns were brought out as to what would happen to the next request and get more businesses wanting to do this.

Mr. Harrison brought out that the place could have yearly inspections or if you get complaint letters. Ms. Wisner said she needs running water to do welding and wash out boats.

Lighting and windows were also discussed and could be put in the conditions part of the rezoning. They can be pointing down and be only by the doors. PC was told there will be no windows in the building. There is a panel along the top for outdoor lighting and lights will be put by the doors.

If the business is dissolved that would dissolve the conditional rezoning.

PC members concerned about all the residents that were here that were against this conditional rezoning. There was more discussion as to the pros and cons of this rezoning.

Chairman Pitzer said the PC has three choices: Work on conditions for the rezoning, deny the request, or ask for further fact finding and table this until next month.

**Moved** by Myers, **Seconded** by Rosen to table the conditional rezoning request for another month and to do more research. Mr. Coffey who is Land Use Coordinator will be contacted and get his professional input.

Approved Unanimously

The extra time will also allow Ms. Wisner to say exactly what she wants to do with the pole barn.

## **2. 16.09 Commercial District, Industrial District & Pylon Signs: (see attached)**

Selzer said there has been a lot of discussion on the setbacks from the edge of the road right of way. Right now it is 15 feet. By changing the setback to the right of way edge, it will make the sign more visible and call attention to the businesses. This is basically for the pylon sign and no part may overhang the road right of way even if the sign is up in the air. MDOT says no part of the sign may overhang the road right of way.

In C-1 and I-1 projecting signs are similar to wall signs but project out from the building. You can only have one sign per street frontage and each side of projecting signs shall not exceed one-half (1/2) the square footage allowed for a wall sign. It will be located on the wall of the building which is used to calculate its area and be no more than six (6) feet high. It is not to exceed six feet from the exterior wall, ten feet minimum clear space and may be illuminated (internally or externally).

**Moved** by Knape, **Seconded** by Bouwer to approve projecting signs and the setback regulation from road right of way for pylon signs.

**Approved Unanimously**

### **3. 4.08 District Size and Setback Standards (Land Splits / Road Frontage)**

Pitzer said this was brought up last month. There was discussion on changing the minimum lot width. Selzer said since the meeting they discussed changing the road frontage to a lesser amount and leaving the lot size the same. In R1 it's 100 foot road frontage, in R2 it's 150 foot, and R3 it's 330 foot frontage. According to the Zoning Enabling Act, it has to stay 4 to 1 ration.

Pitzer said after meeting with Selzer they suggest in the R1, two (2) of the three requirements must be met; lot width, minimum acres and lot to width ratio.

**Moved** by Bouwer, **Seconded** by Myers to change R1 minimum lot width be changed from 330 to 250 feet. All other conditions will stay the same including minimum lot area.

**Approved Unanimously**

### **4. 3.05c Dwelling Standards (Minimum Square Footage for Residential Homes)**

Selzer checked with townships around us and compared their minimum square footage requirement to Brooks Township. Even though all townships use gross square footage our requirement is larger. By changing our requirement to 24 feet wide the entire length and 36 feet deep; it will make the home 864 square feet.

**Moved** by Knape, **Seconded** by Schultz to reduce the minimum square footage for residential homes from 1,200 square feet to 864 square feet and the portion requiring 24 foot width through its entire width be maintained.

**Approved unanimously**

#### **NEW BUSINESS:**

##### **1. Site Plan Review: Harris/Cornell**

Pitzer said Mr. Harris is asking for an enclosed area with a gate attached to the existing structure that we know as Jeff's Automotive.

Mr. Cornell said he thinks this is a good idea.

**Moved** by Myers, **Seconded** by Bouwer to approve the site plan and to build an enclosed storage area on the proposed parcel.

**Approved Unanimously**

##### **2. New Ordinance Language for Target Shooting:**

Selzer said he is bringing this to the PC because he has had numerous calls about shooting during the day and noise and safety. He thought it would be good discussing if the PC wanted to pursue this. There are standards for back stops and berms for target practice available.

This is a safety issue for residents. After discussion Selzer will check with other townships to see what ordinances they have, if any. This will be on Unfinished Business next month.

### **3. Discussion on Change of Lot Size in Commercial District (C-1)**

There was discussion on a parcel in the commercial district north of Edgewood Drive by Speedway. Most parcels north of this are less than one acre and south of Edgewood are in excess of an acre. There are residences in the Commercial District south of 88<sup>th</sup>. There is an inquiry as to creating a parcel in that area less than an acre.

Discussion was held regarding the size of the lots and making split parcels conforming or nonconforming. This will be on Unfinished Business next month.

**STAFF UPDATE:** (see attached) The ZO said the PC meeting will be moved up a week to December 21 next month due to Christmas.

Alpine Tree Service has prepped his parcel for parking and possible building. His extension expired on October 26 so he will need to get another Zoning Compliance Permit and site plan. He could resubmit the same site plan as before.

**PUBLIC COMMENT:** Comments received.

### **PLANNING COMMISSION MEMBER COMMENTS:**

### **ADJOURNMENT:**

**Moved** by Schultz, Seconded by Knape to adjourn at 9:12 p.m.

**Approved Unanimously**

Respectfully Submitted,

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Les Salacina  
Planning Commission Secretary

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Maureen Dutkiewicz  
Recording Secretary