

# MINUTES BIG RAPIDS CHARTER TOWNSHIP PLANNING COMMISSION

Tuesday, February 13, 2018 --- 7:30 p.m.

Big Rapids Township Hall, 14212 Northland Drive, Big Rapids, MI 49307

## I. CALL TO ORDER: 7:30 P.M.

Vice-Chairman Mark Sweppenheiser (in the absence of Chairman Phil Keating) called the regular meeting of the Big Rapids Charter Township Planning Commission to order at the township hall on Tuesday, February 13, 2018 at 7:33 p.m.

## II. ROLL CALL:

Present: Zach Cook, Mary Davis, Gordon Oliver and Mark Sweppenheiser. Amanda Wethington, Philip Keating and Carman Bean are excused. The record shows a quorum is present. Also Present: Zoning Administrator and Recording Secretary, Brent Mason and Supervisor Bill Stanek.

## III. CONFLICTS OF INTEREST:

Mr. Sweppenheiser asked if any of the Commission members had known conflicts of interest with any item on the agenda for this meeting. No one indicated that a conflict of interest existed.

## IV. MINUTES:

Mr. Sweppenheiser asked the Commission to review the minutes of the January 9, 2018 joint meeting. Mr. Oliver made a motion to approve the January 9, 2018 minutes as submitted. Mrs. Davis seconded the motion. There was no further discussion. The motion passed unanimously with four ayes.

## V. PUBLIC COMMENT:

There was no public comment.

## VI. SITE PLAN REVIEW:

PZ18-0002 – Site Plan review for Belle Tire, PPN5405 016 014 600 at 15415 Waldron Way. Mr. Mason introduced Chris Enright of Enright Architects, who is the project manager for Belle Tire. Mr. Enright gave a brief company synopsis and explained that Belle Tire has been locating stores on properties near Meijer stores, believing that it is an advantageous relationship. He went into detail about the site plan provided by GFA, Project No. 17421, the property layout and the day to day operations plan. Mr. Sweppenheiser asked how the parking requirements were determined, and Mr. Mason explained that the formula is provided for in our ordinance, and the calculated figure appears to be adequate for the proposed use. Mr. Sweppenheiser asked if there were any public safety concerns with the proposed project. Mr. Mason responded that the only concern the Fire Department had was that the fire hydrant is on the opposite side of Waldron Way from the property. Since the existing hydrant is less than 150 feet from the building, it would not be reasonable to request that a hydrant be provided for on the parcel. There were no other concerns expressed. Mr. Sweppenheiser asked the commission members if they had any other comments or questions. Hearing none, Mr.

Sweppenheiser asked for a motion. Mr. Oliver made a motion to approve the Belle Tire site plan as presented, GFA Project No. 17421 dated February 2, 2018. Mr. Cook seconded the motion. The motion was approved unanimously with 4 ayes. Mr. Sweppenheiser and Mr. Mason thanked Mr. Enright for his presentation and look forward to working with him as the project moves forward. Mr. Mason did remind Mr. Enright that Drain Commissioner review and approval is required before any construction permits can be issued.

## **VII. OTHER BUSINESS:**

Mr. Mason presented a written report to the Planning Commission that detailed the activity from the Building and Zoning Department. He feels that this method will be more informative to the PC members. Mr. Mason gave a synopsis of the items in his report, including information about the items that will be coming in front of the Planning Commission at the next few meetings. Brief discussions occurred about potential projects on Northland Drive north of 12 Mile Road, Northland and Golfview and 16 Mile Road east of the Big Rapids city limits.

Mr. Mason advised the Planning Commission that the Capital Improvement Plan for 2019 – 2024 needs to get underway so that there aren't any delays in getting the process finalized for presentation to the Board of Trustees in July. Mr. Mason updated the informational letter that gets sent out to the department heads for completion by the end of March. Mr. Mason stated that action wasn't necessary, but Mr. Stanek suggested that he would like to have the Planning Commission take action to get the process under way. Mr. Sweppenheiser requested a motion to start the CIP process by sending the informational letter out to the department heads. Mrs. Davis made the motion and Mr. Oliver supported it. The motion was approved unanimously with four ayes.

The members engaged in discussion about potential CIP projects and where we see the growth in the township occurring.

## **VIII. ADJOURNMENT:**

Hearing no further business for the Planning Commission, Mr. Sweppenheiser entertained a motion to adjourn at 8:05 p.m. The motion was made by Mr. Cook and seconded by Mrs. Davis. The motion carried unanimously with four ayes.

Motion to approve the Planning Commission minutes of February 13, 2018 by: Mr. Sweppenheiser, Seconded by: Mr. Cook. Roll call vote carried with 7 ayes.

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Philip Keating, Chairman  
BIG RAPIDS CHARTER TOWNSHIP  
PLANNING COMMISSION

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Date Approved