

MINUTES
BIG RAPIDS CHARTER TOWNSHIP
PLANNING COMMISSION

Tuesday, January 12, 2021 --- 7:00 p.m.

VIRTUAL MEETING

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

I. CALL TO ORDER:

Recording Secretary, Timothy Kleinheksel called the virtual meeting of the Big Rapids Charter Township Planning Commission to order via Zoom on Tuesday, January 12, 2021 at 7:00 p.m.

II. ROLL CALL:

Present via Zoom: Carman Bean, Mike Bigford, Zach Cook, Mary Davis, Mark Sweppenheiser and Amanda Wethington. Present at the Township Hall: Gordon Oliver. The record shows there is a quorum. Also present at the Township Hall: Zoning Administrator and Recording Secretary, Timothy Kleinheksel and Township Supervisor, Bill Stanek.

III. ELECTION OF OFFICES:

Mr. Kleinheksel asked the Commission members to elect the 2021 Planning Commission Chairperson. Mr. Oliver made a motion to elect Mrs. Wethington as Chairperson. Mr. Bigford supported the motion. There was no further discussion. The motion passed via roll call vote with six ayes. Mrs. Wethington then asked for nominations for Vice Chairperson and Secretary. Mrs. Davis made a motion to elect Mr. Sweppenheiser as Vice Chairperson. Mr. Bean supported the motion. There was no further discussion. The motion passed via roll call vote with six ayes. Mrs. Wethington made a motion to elect Mr. Cook as Secretary. Mrs. Davis supported the motion. There was no further discussion. The motion passed via roll call vote with six ayes.

IV. CONFLICTS OF INTEREST:

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

V. MINUTES:

Mrs. Wethington asked the Commission members to review the minutes of the November 10, 2020. Mr. Cook made a motion to approve the November 10, 2020 minutes as submitted. Mr. Sweppenheiser supported the motion. There was no further discussion. The motion passed unanimously with seven ayes.

VI. ACTION ON 2020 PLANNING COMMISSION REPORT:

Mrs. Wethington asked the Commission members to review the 2020 Planning Commission Report. Mrs. Davis made a motion to submit the 2020 Planning Commission Report to the Board of Trustees as submitted. Mr. Oliver supported the motion. The motion passed unanimously with six ayes with Mr. Bean abstaining being that he will act on the motion at the Board meeting.

VII. SET MEETING DATES FOR 2021:

Mrs. Wethington asked the Commission members to review the meeting date schedule for 2021. Mr. Oliver made a motion to accept the Planning Commission meeting schedule for 2021 as submitted. Mr. Cook supported the motion. There was no further discussion. The motion passed unanimously with seven ayes.

VIII. NEW BUSINESS:

BULLDOG STORAGE SITE PLAN REVIEW

Mr. Mark Baker of Big Value Center presented an application for a Commercial Site Plan Review for Bulldog Self Storage at 14315 Northland Drive, Big Rapids, MI. Mr. Baker is proposing to open a self-storage business in the Northern section of the building stating that the storage units in Phase One will be located in an indoor climate-controlled space with individual storage units separated by walls with burglar bars on the top. There will be electronic access to the facility via a portal at the entrance. Mr. Baker said a lot of time was spent designing and laying out of the facility and he is excited to get the project started. Mr. Bigford stated that because he is currently in Florida, he was not able to see the site plan prints that were submitted. Mr. Baker made the prints available for the members to view on the Zoom screen. Mr. Baker pointed out that this area was the former K-Mart garden center area and the plan is to erect a canopy at the entrance for customers to drive under for convenience of entry and for inclement weather protection. Mr. Bigford inquired as to the size of the storage units. Mr. Baker stated the units vary in size with the most common being 10'x10', 10'x15', 5'x10' and 10'x20'. Phase Two of the project is the next space South of Phase One and will be for larger storage units with access from the loading docks at the West end of the facility. Mr. Bean asked why the Planning Commission needs to be involved in the permitting of this facility. Mr. Stanek stated that the facility was never approved for storage in the past. After discussion, Mr. Bigford made a motion to approve the Commercial Site Plan for Phase One and Phase Two as submitted to allow for changing the designated use from retail to use for public access storage units. Mr. Bean supported the motion. The motion carried unanimously with seven ayes via roll call vote.

SOLAR ENERGY SYSTEMS ORDINANCE

Mr. Kleinheksel presented an outline of the proposed addition of a Solar Energy Systems Ordinance. Discussion followed. Mr. Kleinheksel will be compiling the verbiage for the new ordinance and will present the same at the next regular meeting. There was no action required at this time.

IX. PUBLIC COMMENT:

There was no public comment.

X. ADJOURNMENT:

Hearing no further business for the Planning Commission, Mrs. Wethington adjourned the meeting at 7:57 p.m.

Motion to approve the Planning Commission minutes of January 12, 2021 by: Mr. Bean.
Seconded by: Mr. Oliver. Motion carried with five ayes.

Timothy Kleinheksel,
Timothy Kleinheksel, Recording Secretary
BIG RAPIDS CHARTER TOWNSHIP
PLANNING COMMISSION

April 13, 2021
Date Approved