

Chairperson
Roni Christmas
Vice-Chairperson
Patti Schafer
Secretary
Sara Clark Pierson
Members
Adam Stacey (BOC Rep.)
Frank Trierweiler
Mark Simon
Willis Heisey



Community Development Dept.
Director
Doug Riley
Planning & Permit Technician
Jessica Plesko

Clinton County Planning Commission

Clinton County Courthouse
100 East State Street, Suite 1300
St. Johns, Michigan 48879-1571
(989) 224-5180

MEETING MINUTES MAY 13, 2021

VIA VIDEO AND TELEPHONIC CONFERENCE **Per State Executive Order concerning OMA and COVID-19**

CALL TO ORDER The Clinton County Planning Commission met on Thursday, May 13, 2021 at 6:30 p.m. with Chairperson Christmas calling the meeting to order.

ROLL CALL Roni Christmas (Williamsburg, KY)
Patti Schafer - absent
Adam Stacey (City of Lansing, MI)
Frank Trierweiler - absent
Mark Simon (Olive Township, Clinton County MI)
Sara Clark Pierson – notified absence
Willis Heisey (Duplain Township, Clinton County MI)

STAFF PRESENT Doug Riley, Director
Jessica Plesko, Planning & Permit Technician
Joel Haviland, Building Official/Zoning/SESC Administrator
Erin McElroy, Building Department Secretary/Accounting Clerk
Kelsie Stuber, (MSU) Planning Intern

VISITORS Tom Thelen
William Arens

AGENDA The agenda was presented for review and approval.
PLANNING COMMISSION ACTION: Mark Simon moved, supported by Willis Heisey to approve the agenda as presented. Motion carried.

APPROVAL OF PLANNING COMMISSION MEETING MINUTES **PLANNING COMMISSION ACTION:** Mark Simon moved, supported by Adam Stacey to approve the April 8, 2021 Planning Commission Meeting Minutes as presented. Voting on the motion by roll call vote, motion carried unanimously. [Vote of 4-0, all in favor, none opposed.]

COMMUNICATIONS None

PUBLIC COMMENTS Chairperson Christmas called for public comments. There were no public comments.

OLD BUSINESS None

NEW BUSINESS Chairperson Christmas called on Doug Riley, Director for report.
PC-15-21 SLU

- Doug Riley, Director:

- Reviewed **PC-15-21 SLU – Application for a Special Land Use Permit**, noting the following:
 - An application for a Special Land Use Permit has been submitted by Jeff and Emily Weber. The applicant is requesting approval for an “Assisted Living Facility”.
 - The property is located at 2307 W. Maple Rapids Road (site of United Methodist Church) in Section 8 of Greenbush Township (Parcel # 090-008-100-031-00).
 - The subject property is zoned A-2 (General Agriculture) and has been historically used for church (religious) purposes. All surrounding properties are also zoned agricultural and are used for rural residential, commercial/recreational (golf course), and agricultural purposes.
 - The applicants have entered into a purchase agreement with the current property owners – contingent upon the approval of this Special Land Use.
 - The proposed Assisted Living Facility will accommodate up to 25 residents.
 - The initial request is to convert the existing building for the use – however, they are also proposing a 5,008 square foot future addition off the north side of the building.
 - The existing infrastructure and parking area will be utilized to accommodate the proposed (new) use.
 - The properties in this immediate area are best described as rural-residential and mixed use in nature.
 - The Comprehensive Plan/Future Land Use Map designates the property as “Rural/Transitional”.
 - In regards to services, the site is approximately 5 miles from the City of St. Johns.
 - There were no objections from local agencies.
 - Greenbush Township indicated this proposed facility would be a good addition to the Township.
 - The Clinton County Drain Commission indicated there was a historical easement in regards to the church’s original (still current) drainage plan.
 - The Mid-Michigan District Health Department did not provide comments.
 - There were no written public comments in response to noticing.
 - Reviewed recommended 8 conditions of approval.
- Mark Simon asked if the proposed addition will be included in this Special Use Permit or if they will have to hear it separately.
- Doug Riley answered that the proposed addition is included in this review.
- Emily Wieber stated that she hopes to gain full coverage for their proposed plans from this process.
 - Noting, they could currently have up to 12 residents – before the 5,008 square foot addition.
- Willis Heisey commented that he visited the site and agrees that this is a very good use.
- Adam Stacey and Mark Simon agreed.
- Chairperson Christmas asked for any additional comments from the Commission.
- Hearing none, Chairperson Christmas called for a motion to open the public hearing.

PLANNING COMMISSION ACTION: Mark Simon moved, supported by Adam Stacey to open the public hearing. Voting on the motion by roll call vote, motion carried unanimously. [Vote of 4-0, all in favor, none opposed.]

- Tom Thelen explained that he is an adjacent property owner.
 - Inquired what the maximum allowed square footage is for this particular use/site (with 5 acres)?
- William Arens answered that they would be allowed 54,000 square foot of impervious building.
 - They will be at about 48,000 square foot total after the proposed addition.
 - They could go up to approximately 6,500 square foot of building – through an additional process in the future.
- Tom Thelen commented that there would be issues regarding drainage.
 - Noting, he is concerned about the cost he would incur to tile his property to resolve the drainage issues.
- Doug Riley stated that the applicants would have to go through another public hearing before the Planning Commission if they ever proposed a facility that would accommodate more than 25 residents.
 - Regarding the drainage, there has been extensive discussion between him, the Clinton County Drain Commission, the applicants and their architect – which presented the historical drainage easement.
 - However, he is recommending a condition of approval that states, “the applicant shall address any requirements of the Clinton County Drain Commissioners Office as part of the future building permitting of the addition on the north side of the existing building”.
- Tom Thelen responded that he had intended to work with the church regarding drainage improvements.
 - He is not in opposition of the facility, but wants to work with the neighbors.
- Emily Wieber replied that she would be happy to work with Tom Thelen when they are working on the addition.
- Tom Thelen stated that he would like a copy of the Special Land Use Permit.
- Doug Riley confirmed that his comments will be in the official meeting minutes.
- Tom Thelen commented that he would prefer there not to be a fence.
- Emily Wieber replied that the facility will not have any memory-care patients (and hence, no fencing).
- Chairperson Christmas asked for any additional comments from the public.
- Hearing none, Chairperson Christmas called for a motion to close the public hearing.

PLANNING COMMISSION ACTION: Mark Simon moved, supported by Willis Heisey to close the public hearing. Voting on the motion by roll call vote, motion carried unanimously. [Vote of 4-0, all in favor, none opposed.]

PLANNING COMMISSION ACTION: Mark Simon moved, supported by Adam Stacey to recommend approval to the Board of Commissioners of PC-15-21 SLU/SP WIEBER (THE MAPLES), application for special land use and site plan approval to allow an assisted living facility for up to 25 residents at 2307 W. Maple Rapids Road in Section 8 of Greenbush Township based on the following reasoning and conditions:

- Reasoning: **(1)** The standards set forth under Sections 715 & 716 (site plan requirements), Section 1321A (Assisted Living Facility Standards), and Section 1305 (Special Land Use – General Standards/Basis of Determination) as detailed in the staff report have been or can be met subject to the conditions set forth below.
- Conditions of approval: **(1)** The facility shall be designed, remodeled/constructed and operated in compliance with State of Michigan licensing requirements and the Michigan Building Code for assisted living facilities. **(2)** Accessory and support uses offered solely to residents may be permitted provided they are contained within the principal building and are strictly accessory to the principal use as an elderly residential facility. Such support may include congregate dining; health care; personal services; and social, recreational, and educational facilities and programs. **(3)** The applicant shall address any requirements of the Mid-Michigan District Health Department regarding on-site well and septic permitting for the new use as part of building permitting for the project. **(4)** The applicant shall address any requirements of the Clinton County Drain Commissioners Office as part of the future building permitting of the addition on the north side of the existing building. **(5)** Any new site lighting provided for the facility shall meet the standards of Section 606 of the Zoning Ordinance (shielded) so as not to impact adjacent properties or streets. **(6)** The applicant shall obtain all appropriate building and trade permits (electrical, plumbing, and mechanical) from the Community Development Department for the project. **(7)** Any future signage will be required to comply with Section 1010 of the Zoning Ordinance. **(8)** The site will be subject to annual inspection by the Community Development Department (as specified in Section 1309 of the Zoning Ordinance). It shall be the duty and obligation of the owner(s) and/or operators to at all times be in compliance with the use requirements of the Zoning Ordinance and the stipulations of the Special Use approval.

Voting on the motion by roll call vote, motion carried unanimously. [Vote of 4-0, all in favor, none opposed.]

OTHER BUSINESS
 COMP. PLAN UPDATE
 – STAFF UPDATE

- Doug Riley, Director provided a brief update:
 - **Comprehensive Plan (5 Year) review/update – Staff (Progress) Update**, noting the following:
 - Staff has transitioned to the next step in the process - meeting with the individual townships, which has been going well.
 - With in-person meeting restrictions being lifted, meetings have become easier and staff has already met with Olive, Essex and Ovid Townships.
 - The feedback from the individual townships has been well-received and discussed, including staff recommended changes to the Future Land Use Map.
 - Staff is scheduled to continue with individual township meetings.

COMMUNITY
 DEVELOPMENT
 DIRECTOR'S REPORT

- Doug Riley, Director provided a brief update:
 - It is anticipated that the June Planning Commission meeting will be held via Zoom – waiting official instruction from the Board of County Commissioners.
- Adam Stacey commented that he is confident remote meetings will continue through June.
 - Noting, many changes are coming which will determine the resumption of in-person meetings after June.
- Doug Riley noted the June Planning Commission Meeting will be busy.

- There will be two re-zoning cases and two site plan review cases.
- One of the site plan review cases is in regards to solar.
 - This will be the Commission's first case following the provision that was specifically written to allow situational review for requests that deviate from the allowed solar placement standards.
- Gabrielle Herin, the MSU Planning Intern, will be presenting a report to the Commission in June on the Comprehensive Plan Survey as well.
- Overall, the Community Development Department has been extremely busy.
 - This includes construction activity, permitting levels and enforcement activity.
- Turned over to Joel Haviland, Building Official/Zoning/SESC Administrator for report.
- Joel Haviland:
 - Zoning Enforcement is in full-force.
 - There are currently 4 cases in the Prosecuting Attorney's Office.
 - There has been a wide variety of enforcement cases, with the most common violations being related to chickens.
 - One of the enforcement cases was recently heard in court by Judge Schlegel.
 - The Prosecuting Attorney's Office has been great to work with.
- Doug Riley noted that the Community Development Department's enforcement policies have not changed, and the office still works off a complaint-basis.

PLANNING
COMMISSIONER
COMMENTS

- Chairperson Christmas called for Commissioners' comments. There were no comments.

ADJOURNMENT

PLANNING COMMISSION ACTION: With no further business to come before the Board, Mark Simon moved, supported by Willis Heisey to adjourn the meeting at 7:15 p.m. Voting on the motion by roll call vote, motion carried unanimously. [Vote of 4-0, all in favor, none opposed.]



Jessica Plesko, Planning & Permit Technician

NOTE: These minutes were approved by the Planning Commission on 06/10/2021.