



CHARTER TOWNSHIP OF PORT HURON

3800 Lapeer Road
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Planning Commission Agenda Thursday, April 4th 2019 at 7:00 pm

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Approval of Minutes – March 7th 2019
6. Correspondence
 - a. Save the Date! Monday, April 29 is our Spring Metropolitan Planning Commission Workshop. Registration forms with topics will follow in the coming weeks
7. General Public Comment
8. Public Hearings – none
9. New Business:
 - a. Proposed Lot Split, 74-28-190-0092-000, also known as 700 32nd St. Port Huron, MI 48060, E. H. Schneider
 - b. Eagles Club – Sketch Plan Review for Annual Outdoor Events to be located at 2645 Howard St. Port Huron MI, 48060
 - c. Emily Lane – Site Plan Review for Condominium Conversion, General comments and possible recommendation for ZBA
10. Old Business:
 - a. Birchwood Farms, Final Phase Site Plan Review for Brad Elvidge.
11. Reports
 - a. Planning Discussion Items – Kirk Lavigne
 - b. Township Board Report – John Reno
 - c. Zoning Board of Appeals Report – Jerry Sebastian
12. Adjournment





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MINUTES OF THE REGULAR MEETING FOR THE CHARTER TOWNSHIP OF PORT HURON PLANNING COMMISSION HELD THURSDAY, APRIL 4, 2019, 7:00 P.M., TOWNSHIP HALL, 3800 LAPEER RD, PORT HURON, MI 48060

1. Call to Order

The Meeting was called to order by Chairman Jerry Sebastian at 7:00 P.M.

2. Pledge of Allegiance

3. Roll Call

Attended: Sheri Faust, John Houser, Mark Kovach, Trustee John Reno, Jerry Sebastian, Ivan Smith and Stephen Tetreau.

Also Present: Building/Planning/Zoning Administrator Kirk Lavigne, Jim Radatz, Lori Shink, Larry Warren, other unnamed guests and Recording Secretary Betty Child.

4. Agenda Approval

Chairman Sebastian requested two (2) amendments to the agenda. The Old Business for Birchwood Farms be moved to the front of discussion and New Business Item 9c for Emily Lane be corrected to Tentative Preliminary Site Plan Review for Condominium Conversion.

Motion by Trustee Reno, support by Member Faust, to approve the amended agenda. Hearing no objections, Chairman Sebastian called for a voice vote. All in favor, the amended agenda was accepted.

5. Approval of Minutes, March 7, 2019

Motion by Member Smith, support by Member Houser, to approve the minutes as distributed. Hearing no objections, Chairman Sebastian called for a voice vote. All in favor, the minutes were approved.

6. Correspondence

Members were provided a registration form for the St Clair County Metropolitan Planning Commission 2019 Spring Workshop to be held Monday, April 29, 2019. Those interested in attending must register at the Township Office. Chairman Sebastian moved to General Public Comment.

7. General Public Comment

There being none, Chairman Sebastian moved to Public Hearings.

8. Public Hearings

There being none, Chairman Sebastian moved to Old Business.

9. Old Business

(a) Final Phase Site Plan Review Birchwood Farms, Owner Brad Elvidge

Lori Shink was on hand to speak for Brad Elvidge. The parcel in question was previously split off and now needs to be re-combined in order to be approved as part of the development. Kirk Lavigne commented the main issue discussed at the last meeting was the community building. It appears there is no letter from the Mobile Home Commission or a copy of a letter requesting approval for our ordinance which are requirements under the State

Act. Since the Township does not have a copy of the letter or approval from the Mobile Home Park Commission, the Community Center cannot be a requirement.

Additional revisions include the road width built to correct standards, the proposed detention basin near the northeast corner, landscaping enhancements, sidewalk with bike path, fire hydrant placement at 500 feet and an approved storage area. These items are to be revised and resubmitted with a bond prior to preconstruction.

Motion by Member Smith, support by Trustee Reno, to approve with the above conditions. Hearing no further comment, Chairman Sebastian called for a voice vote. All in favor, motion carried.

10. New Business

(a) Proposed Lot Split: Parcel Number 74-28-190-0092-000, a.k.a. 700 32nd Street, owner E.H. Schneider

The applicant provided a lot change application and survey of the parcels to be split and then combined. The split requires approval, but subsequent combinations do not. The proposed new remaining parcel will keep the same address with the current single-family located on it. The new proposed split meets minimum requirements for size and setback requirements for all buildings located on the site.

Motion by Trustee Reno, support by Member Tetreau, to approve the lot split. Hearing no objections, Chairman Sebastian called for a voice vote. All in favor, motion carried, lot split approved.

(b) Sketch Plan Review: Parcel Number 74-28-750-0019-000, a.k.a. 2645 Howard Street, Eagles Club, for Annual Outdoor Events, Section 40-666 (5) Temporary Accessory Uses

Larry Warren, Trustee, for the Fraternal Order of the Eagles was present. He requested permission to hold various outdoor events on Saturday during the months of June, July and August. The events would utilize the existing parking and sanitation facilities. Live entertainment, periodically outside, would be maintained with a music cut off time at 11:00 pm. Trash, security and communication would be under management guidelines.

Motion by Trustee Reno, support by Member Faust, to approve the request with the provision of the 11:00 pm music cut off time. Hearing no further comments, Chairman Sebastian called for a voice vote. All in favor, motion carried.

(c) Tentative Preliminary Site Plan Review for Emily Lane Condominium Conversion; General comments and possible recommendation for ZBA Meeting on April 18, 2019; Owner Jim Radatz

The Condominium approval process is required to comply with requirements of the underlying zoning district. With this area, some of the setbacks, minimum building square footage sizes and road widths will require a variance from the ZBA, which has been set for April 18, 2019. The Cluster Option requires Special Use Approval which can be addressed at the next meeting.

Comments from the Members included:

- Trustee Reno commented the location is currently non-conforming and requested more time to review the eligibility criteria due to the material involved. This request needs more attention than Preliminary Approval as duplexes do not fit. He suggested a special meeting for the Members to go over these items.
- Member Smith had concerns on the building sizes, setbacks and drainage issues.
- Member Houser questioned if it would be maintained and under a Home Owner Association Agreement.
- Chairman Sebastian commented on the need for fire walls to meet fire code requirements.
- Member Faust was in agreement more time is required to review the material presented.
- Member Houser suggested a speaker come in to address issues about conversions.
- Member Tetreau commented on sewer line issues and maintenance on a private drive.

For the record, Chairman Sebastian stated he would be abstaining from a vote as he also Chairs the Zoning Board of Appeals.

Motion by Member Smith, support by Trustee Reno, to postpone further discussion until a special meeting on this topic has been held. Hearing no further comments, Chairman Sebastian called for a voice vote. All in favor, with abstention from Sebastian, further discussion postponed.

A special meeting will be held Wednesday, April 24, 2019 at 7:00 pm. Kirk Lavigne added he will look into postponing the ZBA Meeting until after the special meeting is held.

11. Reports

(a) Planning/Building Administrator Report – Kirk Lavigne

- Burger King has requested a second drive through approach like the 24th Street McDonald's.
- Jeff Lewandowski proposed a request for a portable ice machine located on Lapeer Road.
- Site plans for the smoothie place on 24th Street have been submitted for review.

(b) Township Board Report – John Reno

- Nothing to report.

(c) Zoning Board of Appeals – Jerry Sebastian

- Approval for garage addition to house a workshop due to a hardship at 2436 Sharon Lane.
- Approval for a detached garage, the existing one to be removed, at 3210 Strawberry Lane.

12. Adjournment

Motion by Member Smith, support by Member Faust, at 8:51 P.M. to adjourn. Hearing no objections, Chairman Sebastian called for a voice vote. All in favor, the meeting was adjourned.

Submitted by Betty Child