



CHARTER TOWNSHIP OF PORT HURON

3800 Lapeer Road
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Planning Commission Agenda

Thursday, August 6th 2020 at 7:00 pm

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Approval of Minutes – June 4th 2020
6. Correspondence
7. General Public Comment
8. Public Hearings: None
9. Old Business:
10. New Business:
 - a. Proposed Lot Split, 74-28-032-4031-000, also known as 3081 Beach Rd, Port Huron, MI 48060, Richard R Ainsworth.
 - b. Site Plan Review, for approval of proposed Sign Changes to the existing businesses at 3404 Lapeer Rd, Parcel # 74-28-779-0013-001, Blue Water Community Action. Sherry Beiser.
 - c. Site Plan and Engineering review for a proposed Indoor and Outdoor “Wedding and Events” Venue facility to be located on Parcel # 74-28-018-2010-000 on Michigan Rd, The City Barn by Donna Versteegen.
 - d. Site Plan review for the proposed addition of an Office/Waiting Facility with additional parking to be located at “The Dance Co.” at 1545 Michigan Rd, Parcel # 74-28-800-0015-100. Brian And Laurie Langolf.
 - e. Discussion regarding proposed ordinance changes to the existing “Section 40-666 Accessory Buildings and Structures” to include “Donation, Mail, Paper and Food Box Structures” and re-introduce allowances for “Handicap – Ramps”.
 - f. Discussion regarding proposed ordinance changes to the existing “Section 40-737 Fences” to allow greater flexibility and review for fences.
11. Reports
 - a. Kirk Lavigne – Update
 - 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, AUGUST 6, 2020, 7:00 P.M., TOWNSHIP HALL, 3800 LAPEER RD, PORT HURON, MI 48060

1. Call to Order

The Meeting was called to order by Vice-Chairman Stephen Tetreau at 7:00 P.M.

2. Pledge of Allegiance

3. Roll Call

Attended: Laura Covyew, Sheri Faust, Mark Kovach, Trustee John Reno, Ivan Smith, and Stephen Tetreau.

Absent: Jerry Sebastian, excused.

Also Present: Building/Planning/Zoning Administrator Kirk Lavigne, Sherry Beiser Walter, Donna Versteegden, several unnamed guests and Recording Secretary Betty Child.

4. Agenda Approval

Motion by Trustee Reno, support by Member Faust, to approve the agenda as distributed. Hearing no objections, Vice-Chairman Tetreau called for a voice vote. All in favor, the agenda was approved.

5. Approval of Minutes, June 4, 2020

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

For the record, the July 2, 2020 Meeting was cancelled due to lack of business.

6. Correspondence

Vice-Chairman Tetreau read a letter from David Struck of the St Clair County Metropolitan Planning Commission regarding the Master Plan Update. A request for a survey to be completed by the Members was included.

A letter from Ted Jahn, Code Enforcement Officer, will be discussed under New Business.

7. General Public Comment

There being none, Vice-Chairman Tetreau moved to the Public Hearings.

8. Public Hearings

There being none, Vice-Chairman Tetreau moved to Old Business.

9. Old Business

There being none, Vice-Chairman Tetreau moved to New Business.

10. New Business

(a) Proposed Lot Split: Parcel #74-28-032-4031-000, also known as 3081 Beach Road, Applicant Richard Ainsworth.

Per Building/Planning/Zoning Administrator Kirk Lavigne commented the required surveys for the proposed split had been submitted. Open requirements are approval letters from Detroit Edison and the St Clair County Road Commission as well as proof that taxes had been paid.

Motion by Trustee Reno, support by Member Faust, to approve the Lot Split request with the stipulation property taxes have been paid. Hearing no objections, Vice-Chairman Tetreau called for a voice vote. All in favor, motion carried.

(b) Site Plan Review: Parcel #74-28-770-0013-001, also known as 3403 Lapeer Road, Blue Water Community Action, Applicant Sherry Beiser Walter. Request for approval of proposed Sign Changes to the existing businesses.

Applicant Sherry Beiser Walter of Blue Water Community Action (BWCA) submitted sign requests for several beneficial area organizations. Signage for each was provided. The site has two (2) main entrances beneficial for flow of traffic. The proposed signs are to be located at the entrances and may be modified in the future for additional prospective businesses. There are three separate buildings on site with rentals in each.

Comments from the Administrator and Members included:

- Kirk Lavigne commented the applicant was advised to submit a site plan review with the various signage changes for the tenants.
- Trustee Reno questioned if the Fire Chief had any issues regarding the addressing of the individual businesses. The response was a numbering system was being established to provide an efficient identification system.
- Member Smith questioned if the signage would be uniform in size for each business and was informed they would be the same size.
- Member Kovach inquired if individual signs would be provided.

Motion by Member Smith, support by Trustee Reno, to approve the Site Plan Review for Sign Changes. Hearing no objections, Vice-Chairman Tetreau called for a voice vote. All in favor, motion carried.

(c) Site Plan and Engineering Review: Parcel #74-28-018-2010-000, vacant lot at Michigan and Griswold Roads for a proposed Indoor/Outdoor 'Wedding and Events Venue' facility, Applicant Donna Versteegden.

The applicant, Donna Versteegden, stated the request was for an indoor/outdoor facility. It is a principle permitted use for this site with diagrams provided. The Township Engineer, DLZ, provided a detailed review with recommendations for site plan submittal.

Motion by Trustee Reno, support by Member Covyew, to approve with stipulation an engineered site plan with said notes from the engineer is submitted for final review. Hearing no objections, Vice-Chairman Tetreau called for a voice vote. All in favor, motion carried.

(d) Site Plan Review: Parcel #74-28-800-0015-100, also known as 1545 Michigan Road, The Dance Company, for the proposed addition of Office/Waiting Facility with additional parking, Applicants Brian and Laurie Langolf.

The applicants submitted a building permit request for construction of an accessory office under 1,200 square feet on an existing site with completion of the garage and additional parking. This requires Site Plan Review and approval. The permit was issued for the footings for the office and garage subject to submittal of engineered plans and payment for engineering and Site Plan Review.

Pending submittal of engineered site plans, no action was taken.

(e) Discussion regarding proposed ordinance changes to the existing "Section 40-666 Accessory Buildings and Structures" to include "Donation, Mail, Paper and Food Box Structures" and reintroduce allowances for "Handicap Ramps".

A discussion took place regarding Donation, Mail, Paper and Food Box Structures which needs to be revised along with allowances for Handicap Ramps being reintroduced into the ordinances.

Comments from the Administrator and Members included:

- Kirk Lavigne suggested a \$25 Zoning Permit be required for these structures with required maintenance as well as for handicap ramps.
- Trustee Reno added there is a need for regulation regarding placement of these structures along with signage of what is acceptable.
- Member Faust inquired if the selling of ice would fall under this ordinance.
- Member Kovach felt the sale of ice would fall under retail requirements and not be permitted.
- Vice-Chairman Tetreau commented on the dumping of mattresses at donation locations.

Comments to be incorporated into the update and presented at a later meeting. No action was taken.

(f) Discussion regarding proposed ordinance changes to the existing “Section 40-737 Fences” to allow greater flexibility and review for fences.

A letter from Ted Jahn, Code Enforcement Office, was presented regarding the number of fences erected without permits during the COVID shutdown. It appears most of the fences were installed for pets or for the privacy of a pool. These fences are in violation of the ordinance. He suggested allowance of a six (6) foot high fences to be erected no closer than four (4) feet from the front of the house, on either side of the house, eliminating the need for a zoning variance. The ordinance needs to be reviewed and updated to meet needs of the residents, providing it does not interfere with other setbacks or infringe on other rights.

A letter from Tim and Lori and Meikle, 3265 Cottonwood Drive, regarding the height requests of fences was also read into the minutes.

Changes will be drawn up for height requirements and placement of fences and presented for review at a later meeting. Waterfront properties will also be addressed as these properties have two fronts. No action was taken.

11. Reports

(a) Township Administration – Kirk Lavigne

- Site Plan from Ed Quaine was received for review on the White Street property.

(b) Township Board – John Reno

- Watermain updates for portions of Michigan Road, Yeager Street and Strawberry Lane are underway.
- A contract was obtained to replace several old, outdated shutoff valves throughout the Township.

(c) Zoning Board of Appeals – Jerry Sebastian (excused absence)

- There being no meetings, there was nothing to report.

12. Adjournment

Motion by Member Smith, support by Member Coveyow, at 8:24 P.M. to adjourn. Hearing no objections, Vice-Chairman Tetreau called for a voice vote. All in favor, the meeting was adjourned.

Submitted by Betty Child