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**FIFE LAKE AREA
PLANNING COMMISSION
ZOOM APPROVED MINUTES
September 8, 2020**

Eby Call the meeting to order

ROLL CALL: Chrissy Ingersoll, Forest Area School Board-X, Brenda Wyatt-Fife Lake Township Planner, Mary Kelley-Fife Lake Village Council, Pam Lawrence-Fife Lake Township Planner, Dawn Zimmerman-Fife Lake Township Board Trustee-, David McGough-Fife Lake Village President, Marcia Eby- Fife Lake Village Planner. 7 members Present, Quorum Established.

Also Present- Stan Patrick

Approval of Agenda

McGough made **Motion** to change the date to September 8 from June 9th, omit the Pledge due to Zoom, approving the Agenda as amended, Zimmerman Seconded. All in Favor, **Motion Carried.**

Approval of Minutes

August meeting cancelled.

Wyatt made **Motion** to approve the July 14, 2020 Minutes with the correction on Old Business Add Site Plan and remove Permits, Zimmerman Seconded. All in Favor, **Motion Carried.**

Citizen Comment

Gerrienne Street, Chris Forsythe/No Comment

New Business

Dan Ellis spoke on his Site Plan for the Grocery Store. He And Zoning Administrator Debbie Rodriguez, went over the Site Plan; Parking spot requirements were met per Fife Lake Township Zoning Ordinance. Buffer Zone met as there is a road between others.

Zimmerman not seeing scale on plan for landscaping, lighting, pump size and location of pumps. How were contracts pulled from County without Zoning Permit not received before construction of gas station and expanding parking lot.

Eby noted without Zoning Administrator letter of approval or denial as she is out of town at this time, the Site Plan is in violation until we can get information from the Zoning Administrator per Article 21 of Township Zoning Ordinance.

Zimmerman would like to see all permits for compliance.

Because FLAPC did not get a response from Mr. Ellis, all members were not given updated information the Site Plan will be tabled until FLAPC October meeting.

Mr. Ellis would like to know what information the FLAPC needs for next meeting. Besides pump diameter/depth information, Accidental spillage plan and DEQ reports and permits.

Lawrence suggests a letter of completion for site plan from Debbie, Zoning Administrator.

Kelley added getting a report from the Township Zoning Administrator.

Wyatt suggests getting Mr. Ellis a copy of Article 18 of Fife Lake Township Zoning Ordinance, Standards for a complete site plan, plus any information from Fife Lake Township Zoning Administrator.

Site Plan for Sean McInnis/Special Use-

Mr. McInnis would like to rezone by special use from commercial to residential the home that sits in the middle of commercial zoned property split into parcels for Medical Marijuana sales, processing and growth. Mr. McInnis says it may be used for 24-hour security purposes. Also includes a Site Plan

Wyatt noted the change on the property, not favorable of having a residents mixed with the commercial that is now on the properties

Eby noted Parcel D2 Site Plan does not match Certificate of survey does not match as they are different parcels. Question on two different parcels.

Mr. McInnis thinks maybe split hasn't went through yet but he's running out of summer.

Kelley pointed of the Certificate of Survey is dated May 1, 2019. Could this be an old Site Plan from 2019 making this package incomplete.

Mr. McInnis – a victim of Covid time lines.

With our Zoning Administrator being out of town, Wyatt suggested the Board go through the Site Plan provided with Fife Lake Townships Zoning 9.4 Section items.

Mr. McInnis says fences are not required.

Zimmerman notes we do have fencing standards and guidelines. Upon recommendation of this Board fencing is not out of question to be asked.

Also, the easements are questionable on plan per guidelines. Question on guidelines are they 10- or 15-foot requirement.

Mr. McInnis believes developer has a complete package per Site Plan guidelines.

Wyatt suggests FLAPC visit Section 18 of Township Zoning:

18.2 B requirements have been met with site plan reveals more than 100 feet.

A and B of 18.3 have been met.

Location and Dimensions have not been met

Exterior Lighting in question

Limited Easement of 33-foot easement see section 9, 9.4 d Minimum setbacks, 9.1 10 feet per side, 30 feet per front; does not show on site plan footage amount from butting to west side line.

Signage proposal not included on site plan. Mr. McInnis suggested visiting at a later date. No signs will be erected maybe something on the building.

Lighting points on grow facility appear to be pointing downward as should be per Lawrence.

Paragraph 4 and 5 appear to be met.

6 includes landscaping, fencing, natural wall. Nothing on site plan for buffering.

There are some overgrown Christmas trees on site. Mr. McInnis does not plan to remove trees already in place.

Water supply and sewer should be in DEQ permits, check state requirements for drainage.

Eby asked about the green house on site. Mr. McInnis said it will not be used for commercial purposes.

Intended use and hours of operation as follows: Federal, State and Local Law requirements will need to be followed.

70 by 170 metal building 16 feet high for the purpose of growing and processing medical marijuana. Expecting 15 employees' hours being open 8:00 am until close of 8:00 pm. Closed on Sundays.

Wyatt asked about growth and processing being all together. Mr. McInnis believes they can be under the same roof just in different rooms. 30x30/900 square feet for processing. The Site Plan needs to clarify grow room and process room.

Section 18.5 1,2 and 4 all ok #3 and 5 question on easement. Also question on 18.5b State law and Land Use permits.

Wyatt asked for approval of site plan with the exception of permit compliance and Side yard requirements?

Zimmerman would like to see compliance with 10 or 15 feet side line to show on Site Plan. Also new asphalt drive is 20 feet wide may need to change footage if there is a 2-way requirement. Will an additional road be needed for access or egress.

Wyatt suggest approval of site plan except the 10- or 15-foot set back and removal of the request for residential zoning and adding landscaping/buffering requirements to plan.

Lawrence suggest some clarity on the buffering requirements. Also licensing issue does not need to be a part of the site plan approval.

We need to set a special date for Mr. McInnis to revisit this Board with the Site Plan completion of items in question being the easement of 33 feet, 10 or 15 feet side line requirement and Landscaping/buffer requirements.

State and License permits have been preapproved, building permit from County and Land use permit upon return of Zoning Administrator.

Mr. McInnis can contact Marcia Eby on Site Plan update for special meeting.

Old Business

Joint Master Plan and Recreation Plan

Professional Planner Elise Craft resigned effective September 30, 2020. Zimmerman made **Motion** to accept Elise's resignation as submitted, Wyatt Seconded. All in Favor, **Motion Carried**.

Next Month Agenda

Sign Ordinance
Pugsley Update
ORV Ordinance

Need to call Williams and Works for Planning Consultant immediately. They have been very helpful in the past.

Zimmerman made **Motion** to adjourn, Wyatt Seconded. All in Favor, **Motion Carried**.
FLAPC meeting adjourned at 9:25 pm.

FLAPC Draft meeting minutes September 8, 2020 prepared by Leigh Gifford, Recording Secretary.