

**Wexford County Planning Commission  
Wednesday, October 8, 2008 Regular Meeting Minutes  
Human Services Building , 401 N. Lake Street  
Cadillac MI 49601**

**Call to Order:** Chairman Osborne called the meeting to order at 7:00 PM

**Commissioners Present:** Osborne, Solomon, Monroe, McKeown, Stoutenberg, Wiggins, Middaugh.

**Commissioners Absent:** Marie Rabun.

**Others Present:** Michael Green, Zoning Administrator.

**Approval of the Agenda:** Solomon made a motion, with support by Middaugh, to approve the agenda as presented. Motion carried with all in favor.

**Approval of September 10, 2008 Minutes:** Motion to approve the minutes as presented was made by Solomon, with support by Middaugh. Motion carried with all in favor.

**Correspondence [not related to public hearing(s)]:** None

**Business US-131 Access Management Presentation – NWMCOG:** Sarah Merz introduced the access management plan progress and introduced Robert Cramer of LSL Planning. Mr. Cramer gave a computer presentation of the plan and corresponding recommendations. Commissioners had various questions about their role in the implementation of the plan. Mr. Cramer explained that the draft Access Management Ordinance could be adopted as part of the Zoning Ordinance, either as an overlay district or as a general requirement for certain corridors in the county.

**Old Business:** None.

**New Business:**

1. **SUP #08-6. A request for a special use permit to construct a storage building to house trail grooming equipment.**
  - (a) **Presentation of Special Use Permit Application:** Pete Sharp was present to represent Cadillac Winter Promotions. Mr. Green reviewed the staff report and updated the board about communications he had with Mr. Sharp and the architects at DK Design about the need to screen the view of the site from neighboring homes across the street. According to Green, the site plan has been revised to allow for some screening and to eliminate the north driveway, as requested by the Wexford County Road Commission.
  - (b) **Counsel Present:** None
  - (c) **Applicant comments:** Pete Sharp stated that the Cadillac Winter Promotions is planning to purchase an additional groomer that would be housed. He stated that the groomers are relatively quiet compared to the railroad, which is planning to run up to five trains a day. Mr. Sharp also stated that the group also performs summer trail maintenance. Wiggins asked if there will be a fuel tank at the facility. Mr. Sharp

indicated that there is a tank at the Boon Store already that will likely not be moved across the street to the proposed facility.

- (d) **Those speaking in opposition to the request:** None
- (e) **Those in support of request.** None
- (f) **Acknowledge written/e-mail/verbal correspondence:** No written correspondence was received for this request
- (g) **Close Public Hearing for commissioner/staff discussion:** There were no further questions, other than those asked during “Applicant comments”
- (h) **Consider Motion to approve, deny, or approve SUP # 08-6 with conditions:** Solomon made a motion, with support by Monroe, to approve the requested special use upon a finding of compliance with Article 10, Section 10.3, and Article 11, Sections 11.3 and 11.5, subject to the following conditions:
- i. Outside storage and maintenance of equipment is prohibited.
  - ii. That a driveway permit be approved by the Wexford County Road Commission prior to issuance of a building permit.
  - iii. Approval is subject to all representations made by the applicant in the special use permit application and all conditions of approval attached to the Special Use Permit for Special Use Permit Application # 08-6.
  - iv. Prior to operation, all construction code requirements for the building shall be met. (Building Department, Michigan Building Code 2003 & Fire Safety Code)
  - v. Any new signs shall be reviewed and approved by the Zoning Administrator for compliance with Article Three, Section 3.19 of the Zoning Ordinance. No sign shall be allowed to have flashing lights or intermittent illumination.
  - vi. All exterior lighting shall be of a full cut-off type fixture, (shielded) to direct lighting downward and away from adjacent properties. [Article Eleven, Section 11.5 (8)]. Light fixtures shall not be placed higher than 15-20 feet above the grade of the adjacent roadway (Haskins Street).
  - vii. Areas for the storage of trash shall be designated on a revised site plan and screened by an opaque wall or landscape screen not less than six (6) feet in height. The revised site plan to be submitted to the Zoning Administrator.[Article Eleven 11.5 (7)]
  - viii. The storm detention plan shall be reviewed and approved by the Wexford County Drain Commissioner. [Article Eleven, Section 11.5 (6)]
  - ix. Construction material for the building shall be of a non-glare type with earth tone colors. [Article Eleven, 11.5 (1)]
  - x. Prior to any earth movement, that a soil erosion and sedimentation permit be obtained as determined by the County Enforcing Agent. [Part 91, PA 451]

(i) **Discussion of the Motion:** Monroe asked for a amendment to also require screening of any potential gas tank relocation. No further action was taken

(j) **Roll call vote on Motion:** Motion carried with all in favor.

**Other Business:**

1. **Review Draft Planning Commission Ordinance and Bylaws:** Green noted that copies of the model Planning Commission Ordinance published by MSU Extension were sent to the Commissioners in their packet. The Planning Commission agreed to postpone review of this until they had an opportunity to read the entire document. Green agreed to provide them a copy of the Michigan Townships Association model Bylaws and Planning Commission Ordinance.

**Public Comment:** Rabun was present to discuss the efforts of to balance the County's budget for 2009. Rabun explained that department heads were to submit proposals for cost cutting measures for their departments. Some of these proposals were discussed at the meeting she attended just prior to her arrival at this meeting.

**Adjournment:** Motion was made by Middaugh, with support by Wiggins, to adjourn the meeting at 8:15 pm.

Respectfully Submitted by:

Michael Green, Zoning Administrator

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Paul Osborne, Chairperson