

Chair
Bruce Keilen
Vice-Chair
Tim Fair
Secretary
Mike Nolen
Commissioners
Trustee Fedewa
Dale Dailey
Adam Bertram
Erika Hayes
Abby Lorenzen
Linda Parkinson-Gray



Community Development Director
Brett C. Wittenberg

Planner
Alexander J. Bahorski

Recording Secretary
Kelli Furgason

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PLANNING COMMISSION MINUTES

MONDAY, NOVEMBER 1, 2021
7:00 p.m.

Public may choose to attend in person or listen at the phone number below.

Meeting Dial-In: (623) 600-3750
PIN: 346832

The call will be muted to reduce interference with proceedings. The public will be invited to make comments during the public comment sections of the meeting as well as before any vote. If you desire to comment, you will be invited to dial 5* so that we can unmute your line. Please contact the Planning Department at (517) 669-6576 with any additional questions.

The regular meeting of the DeWitt Charter Township Planning Commission was called to order at 7:00 p.m. by Chairman Keilen.

The Pledge of Allegiance was said by those present.

ROLL CALL by Secretary Nolen.

MEMBERS PRESENT: Bertram, Dailey, Fair, Fedewa, Hayes, Keilen, Lorenzen, Nolen, and Parkinson-Gray.

MEMBERS ABSENT: None.

APPROVAL OF AGENDA: **Lorenzen moved to approve the agenda as presented. Supported by Bertram.**

AYE Vote on the motion:

AYES: 9 NAYS: 0 ABSENT: 0

MOTION CARRIED

APPROVAL OF MINUTES:

Lorenzen moved to approve the October 4, 2021 meeting minutes as presented. Supported by Dailey.

AYE Vote on the motion:

AYES: 9 NAYS: 0 ABSENT: 0

MOTION CARRIED

CORRESPONDENCE:

None

INTRODUCTIONS:

Chairmen Keilen welcomed new Commissioner Linda Parkinson-Gray back to the Township. Parkinson-Gray thanked the Commission for the opportunity to serve the Township in a new way. She is grateful, proud, and honored to be in this new role after spending 23+ years as the Administrative Assistant in the Townships Planning Department.

Chairman Keilen also welcomed new Township Planner Alex Bahorski. Bahorski thanked the Commission and stated that he previously worked as a Planner in North Port, FL but is a Michigan native and is glad to be back home and working for the Township.

PUBLIC COMMENTS:

None

UNFINISHED BUSINESS:

None

NEW BUSINESS:

- I. SITE PLAN REVIEW 21-150007 MCAP DEWITT PROPCO**, to be allowed to construct an approximately 20,500 sq. ft. addition and associated improvements to the existing assisted living facility on approximately 6.61 acres located on the west side of S. US 27, north of Stoll Road, south of W. Solon Road, east of Myers Road, part of the northwest ¼ of the southeast ¼ of Section 21 of DeWitt Charter Township (parcel #050-021-400-115-00 and part of parcel #050-021-300-045-50)

Chairman Keilen asked for the staff presentation.

Community Development Director & Planner, Brett Wittenberg, reviewed the request from MCAP DeWitt Propco for the construction of an approximately 20,500 sq. ft. addition and associated improvements to the existing assisted living facility.

Wittenberg reminded the Commission that a few months ago this applicant received approval for a rezoning request for part of a parcel to the west of the property to be rezoned to PO (Professional and Office Services).

Wittenberg noted that as part of the application process he has had conversations with the applicant regarding landscaping. The applicant has provided two landscape plans; one that meets the strict criteria of the Ordinance and an alternate plan with requested reductions of approximately 20% in landscaping. To the east and south there is existing vegetation adjacent to the property. With the proposed alternate plan, they will provide additional landscaping along the west side. Staff isn't overly concerned given that the property to the west is currently A (agricultural) in a PA 116 so it would be difficult removing that property for any development. Staff is of the opinion that with the existing vegetation, the reduction meets the intent of the zoning ordinance.

In 1997, the existing adult care facility was granted a variance to the required 10 acres of the site and that variance carries over.

The property is zoned PO (Professional and Office Services). Immediately adjacent properties are; Residential and Vacant with an A (Agricultural) zoning to the East, Residential with an A (Agricultural) zoning to the South & West, and R-O-W and Residential with an R-6 (Single and Tow Family Residential) zoning to the North.

Staff is of the opinion that the proposed Site Plan does meet the requirements of Section 4.22 of the Zoning Ordinance and recommends the Planning Commission approve Site Plan Review 21-150007 from MCAP DeWitt Propco based on the conditions as outlined in the Staff Report.

Wittenberg offered to answer any questions and noted that a representative for the applicant was present and the applicant has called in.

Chairman Keilen asked if there were any Commissioner questions for the Staff.

Commissioner Fair noted that there are residential homes to the north, nothing east to Old 27, and asked how far south the next residential area is?

Wittenberg stated it is quite a ways.

Commissioner Bertram asked about signage for the new entry road.

Wittenberg stated that there will be new signage but that isn't under consideration as part of this application.

Applicant Representative, Andy McLeod, mentioned that they will be addressing the dangerous turn by moving the drive to the west and they will add signage in that open zone.

Commissioner Lorenzen asked if they were taking the current drive out completely.

McLeod said they are.

Chairman Keilen asked McLeod if he had anything to add.

McLeod stated that he is the architect for the project and that the company's mode of operation is to right size the facility making it more efficient and offer better living conditions.

Commissioner Fair asked how many residents are at the facility now and how many can there be with the new addition?

McLeod stated that he believes there are 50 now and occupancy will increase to about 85 with the addition.

Chairman Keilen asked if there were any other questions for the applicant. There were none.

Chairman Keilen asked if there were any comments from callers.

Applicant, Kevin Willis, thanked the Commission for taking the time to hear their request and stated that they are looking forward to working together with the Township in the future.

Chairman Keilen thanked MCAP for investing in DeWitt Charter Township.

Commissioner Lorenzen noted that she doesn't mind the reduction but the area by the proposed new drive looks pretty bare and the purpose of the landscaping is to make it look nice so she is wondering if there will be some landscaping in that area near Solon Road that people actually use.

Willis stated that the area is being held for potential signage to direct attention to the new entrance. They intend to landscape the area and beautify it but want to be sure not to obscure things so there's no meaningful way to put signage there.

Wittenberg noted that staff will work with the applicant on the signage aspect.

Commissioner Bertram asked if there is a requirement that all landscaping needs to be on the property lines? He noted that having it closer to the drive would break it up a bit.

Wittenberg stated that is one thing they have discussed is relocating some of the landscaping, and yes, there is a requirement that landscaping should be within the required buffer yard and that in the past the Planning Commission has given staff the flexibility to do clusters and groups to avoid a more linear appearance.

Trustee Fedewa noted that having the landscaping follow the nice gentle curve of the drive would look nicer than having it in a straight line away from the curve of the drive.

Chairman Keilen asked if there were any other comments or questions. There were none.

Fair moved to approve Site Plan Review 21-150007 from MCAP DeWitt Propco to construct an addition to the existing institution for human care, as described and defined in the application materials. Approval is subject to the following conditions:

- 1. Approval is contingent upon a lot line adjustment that incorporates the 2.42 acres that were previously rezoned.**
- 2. The applicant will comply with the Clinton County Drain Commission requirements regarding storm drainage prior to construction.**
- 3. The applicant will comply with the Southern Clinton County Municipal Utilities Authority requirements regarding sanitary sewer prior to construction.**
- 4. The applicant will comply with the Fire Department conditions of approval.**
- 5. That the applicant will satisfy the requirements of all required reviewing agencies.**
- 6. That they applicant will comply with any other Federal, State, Country, or Township regulations.**

Supported by Parkinson-Gray.

Commissioner Bertram asked if they need to provide the Planning Department direction as a consensus to be able to work with the applicant on the landscaping per the alternate landscaping plan.

Fair moved to add a 7th condition to the motion to allow staff the ability to work with the applicant regarding the landscaping.

Supported by Parkinson-Gray.

ROLL CALL Vote on the motion:

AYES: 9 NAYS: 0 ABSENT: 0

MOTION CARRIED

Commissioner Lorenzen asked if they would be tearing down the back building.

McLeod noted that the buildings will stay but will be connected.

Trustee Fedewa asked about the numbering sequence that doesn't make sense.

McLeod stated that there would be one address.

EXTENDED PUBLIC COMMENTS ON NON-AGENDA ITEMS: (Must be made from the podium)

REPORTS:

- I. Trustee: Trustee Fedewa updated the Commission on the 2022 Budget process. The Budget was presented and will be ready to be adopted at the next Board meeting. He also noted that the Township has received part of the \$1.5 million dollars allocated through the American Rescue Plan Act. There are very strict rules on how this money can be spent and no one knows the rules. The money is in the bank and can earn interest. There is some time for the Township to decide what to use the money for and the Township has roughly 2 years to spend it. He noted that they last two Board meetings have been very well attended by the public due to the Remy-Chandler Drain assessment (there was lengthy discussion on this topic). In addition, he noted that the Township has hired a new Code Enforcement Officer that will work part time.
- II. Zoning Board of Appeals: Commissioner Bertram stated that there was an October meeting to hear the case of a resident on Old 27, south side of the river, east side of Old 27, near the church. The resident was seeking some relief on the setback to build an addition on his garage. The northside of his garage is within feet of the flood zone which is why he needed the variance. His residence is on a private road and given his situation the Board approved his request. There will be no meeting in November.
- III. Committees & Staff: Community Development Director Wittenberg noted that the Planning Department is now at full staff with the addition of Planner Alex Bahorski. Alex has been with the Township for a week and is doing a great job.

DISCUSSION:

Commissioner Fair noted that in the last meeting there was quite a bit of background noise from the call-ins and that tonight was much better. He thanked those who helped make that happen.

Wittenberg stated that we didn't really do anything but there was only one caller who was quiet and we are using the tablet now.

Commissioner Fair also wanted to mention that his family contacted Addington Place this past spring, the subject of the MCAP site plan review, and went there for several weeks to meet with the people and read the Bible to them. He noted that is really is a neat place right here in the Township with great employees and they are hiring more. Few people know about it unless they need a place like it but it is a neat place and it is great that they are expanding.

ADJOURNMENT: Fair moved to adjourn the meeting at 7:40 p.m. Supported by Lorenzen. MOTION CARRIED

Public Participation Policy:

1. Public comments on agenda items shall be limited to 3 minutes. Any citizen may address the Planning Commission regarding any Agenda item at this time or they may reserve time to address the Board when an Agenda item is discussed.
2. Extended public comments – limited to 5 minutes. Any topic of Township interest can be addressed.

DeWitt Charter Township will provide to individuals with disabilities reasonable auxiliary aids and services which are needed to fully participate in any Township meeting providing a seventy-two (72) hour notice is received by phone or in writing. Contact DeWitt Charter Township, Clerk's office, 1401 W. Herbison Road, DeWitt, MI 48820, phone: 517.668.0270, to request the necessary assistance.

Kelli Furgason, Recording Secretary

Mike Nolen, Secretary