



**CITY OF JONESVILLE  
PLANNING COMMISSION AGENDA  
WEDNESDAY, OCTOBER 14, 2020, 7:00 p.m.  
JONESVILLE FIRE DEPARTMENT, 114 W. CHICAGO STREET**

- 1. CALL TO ORDER / PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**
- 2. PUBLIC COMMENT**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF MINUTES**
  - A. September 9, 2020 Meeting
- 5. PUBLIC HEARING AND SUBSEQUENT ACTION**
  - A. Request from Ron Gow, CR Storage, for a Special Land Use and Site Plan Review to construct commercial storage units in the HC (Highway Commercial) zoning district, for the property located at 126 Concord Road.
    1. Public Hearing
    2. Subsequent Action
- 6. NEW BUSINESS**
  - A. None
- 7. OTHER BUSINESS**
  - A. Project Updates
- 8. ADJOURNMENT - Next meeting Tuesday, November 10, 2020 at 7:00 pm**

In order to encourage public participation while protecting the health and safety of all participants during the COVID-19 pandemic, the following protocols will be observed for the conduct of this meeting:

- ❖ Individuals who are sick or who have experienced symptoms of illness are asked to refrain from attending the meeting.
- ❖ Distancing between attendees will be observed.
- ❖ All attendees must wear a face covering.
- ❖ Written public comments will be accepted in advance of the meeting and may be delivered to City Hall, 265 E. Chicago Street or via email to [jgray@jonesville.org](mailto:jgray@jonesville.org). Written comments received prior to noon on the day of the meeting will be incorporated into the public record for the meeting.

**CITY OF JONESVILLE  
PLANNING COMMISSION  
Minutes of September 9, 2020**

A City of Jonesville Planning Commission meeting was held on Wednesday, September 9, 2020 at Wright Street Park, 416 Wright Street, Jonesville, MI. Chairman Bowman called the meeting to order at 7:02 p.m.

Present: Jerry Drake, Christine Bowman, Annette Sands, Charles Crouch, Jim Taipalus, Olivia Stemen and Jim Ackerson.

Absent: None.

Also Present: Jeff Gray, Mike Kyser, Patrick McAvoy (Watkins Oil Company) and Andrew Rossell (AR Engineering).

The Pledge of Allegiance was led by Olivia Stemen followed by a moment of silence.

There were no public comments.

A motion was made by Annette Sands and supported by Jerry Drake to approve the agenda as presented. All in favor. Motion carried.

Jerry Drake made a motion and was supported by Annette Sands to approve the minutes from August 12, 2020. All in favor. Motion carried.

A Site Plan Review was presented for the request from Convenience King Group Inc. to construct a new fuel canopy and reconfigure parking and on-site circulation on the property located at 475 E. Chicago Street. Patrick McAvoy of Convenience King Group Inc. and Andrew Rossell of AR Engineering both spoke briefly on behalf of the request. The proposal is to remove the fuel pumps and canopy as well as the existing parking and paved surfaces as they encroach into the road right-of-way. New pumps and canopy will be installed, along with reconfigured parking and vehicle circulation. This will include relocation of the west driveway and paving on the rear of the building for deliveries. No changes will be made to the existing building with minor changes being made to the façade. The installation of a new storage shed on the west side of the new parking area is being proposed.

A motion was made by Jim Ackerson and was supported by Charles Crouch to approve the Site Plan Review from Convenience King Group Inc. for construction of a new fuel canopy and reconfiguration of parking and on-site circulation on the property located at 475 E. Chicago Street. Approval is based on the plans prepared by AR Engineering (Job #2071001) dated August 12, 2020, with a finding that the plan meets the Review Standards listed in Section 15.05 of the Zoning Ordinance. Approval is subject to the following conditions: 1. The applicant shall provide details to confirm that the proposed dumpster enclosure meets the requirements of Section 26-4(c) of the Code of Ordinances for approval by City staff prior to construction and 2. The applicant shall provide details regarding any proposed exterior lighting prior to installation. Lighting shall meet the requirements of Section 2.17 of the Zoning Ordinance. All in favor. Motion carried.

Olivia Stemen was welcomed as the newest member to the Planning Commission .

Manager Gray provided the following updates to the Planning Commission; future indoor distanced meetings at the fire station, school changes due to Covid, Nash Drug Store closing the end of September, and the Episcopal church being sold.

The next scheduled Planning Commission meeting is October 14, 2020 at 7:00 p.m.

The meeting adjourned at 7:34 p.m.

Submitted by,

Cynthia D. Means  
Clerk



To: Jonesville Planning Commission  
From: Jeffrey M. Gray, City Manager *JMG*  
Date: October 9, 2020  
Re: Manager Report and Recommendations – October 14, 2020 Planning Commission Meeting

**5. A. 1. Public Hearing – Special Land Use Request for 126 Concord Road**

This is the time reserved on the agenda to hear public comments on the request for a Special Land Use to allow commercial storage units on the property located at 126 Concord Road. The property was previously the location of Alpha Signs. Notice of the public hearing has been provided in the Hillsdale Daily News and to the owners of properties within 300 feet of the subject site, in accordance with the State Act.

Special Land Uses are distinguished from other uses in each zoning district. These uses are called out due to their potential to impact other permitted uses that are allowed “by right” in the district. Each Special Land Use has conditions particular to the use and each application is evaluated with regard to the unique conditions on each property, with consideration given to factors like compatibility with the district and surrounding uses, design, impact on traffic and public services.

**5. A. 2. Action on Request – Special Land Use for 503 E. Chicago Street**

The property is located on the east side of Concord Road, between Spangler’s Family Restaurant and the Puppy Paradise dog daycare. The property is directly adjacent to additional property owned by the applicant that also houses commercial storage units. The subject property is about 1.2 acres and includes an approximately 2,600 square foot building and some existing asphalt, from the previous use. The property location is illustrated on the aerial photograph, below.

**Property Location**



Zoning and land use on the property and surrounding properties is as follows:

	<b>Zoning</b>	<b>Land Use</b>
<b>Subject Property</b>	HC (Highway Commercial)	Vacant (formerly Sign Sales)
<b>North</b>	R-1 (Residential)	Dog Daycare
<b>South</b>	HC (Highway Commercial)	Restaurant
<b>East</b>	HC (Highway Commercial)	Commercial Storage
<b>West</b>	R-1 (Residential)	Single Family Residential

**Special Land Use**

The applicant is proposing the construction of a 3,200 building with commercial storage units near the south end of the property. A 1,272 square foot addition would wrap around the east end of the existing building, with additional storage units. The interior of the existing building would also be modified to include climate-controlled storage units. The applicant is also showing outside storage in the grassed area on the northeast corner of the property.

Commercial storage facilities are subject to meeting the requirements listed in Section 14.09 R. of the Zoning Ordinance. A copy of these requirements is attached for reference. Staff would note the following comments:

- Condition 1 requires that the lot area be a minimum of 2 acres. Although the subject property does not meet this requirement, it will if combined with the adjoining property to the east. The applicant has a purchase agreement, but the sale of the property has not closed at the writing of this report. It is recommended that approval include the condition that the lots be combined prior to construction.
- There is sufficient paved area for customer parking on the property. The existing building is surrounded by asphalt and there are several spaces in front of the existing building. Additional concrete will be added to provide parking and access for the new storage building.
- It is unclear to staff whether the ordinance contemplates outdoor storage, since the proposed use is called Commercial Storage *Warehouses* in the Zoning Ordinance. However, condition 7 does state that “all driveways, parking, loading, *storage*, and vehicle circulation areas shall be paved.” No pavement or screening is shown on the plans at this time. The applicant has indicated that he intends to seek a variance to this requirement. The application has not been received as of the writing of this report.

The Planning Commission will want to consider how it intends to address this part of the approval. Staff typically recommends that applicants obtain variances prior to plan review so that the ordinance standards are clear at the time of Planning Commission approval. The Planning Commission can consider approval of the plan conditioned upon Zoning Board of Appeals (ZBA) approval of a variance, if the Commission feels that the plan will meet the intent of the ordinance; it could approve the plan except for the outside storage, pending action by the ZBA; postpone action on the application, pending ZBA review; entertain a basis from the applicant that the ordinance permits outdoor storage without paving and/or screening; or take another action deemed appropriate by Ordinance.

**Additional Site Plan Requirements**

The design of building and freestanding signs is not illustrated on the plan at this time. The former Alpha Signs freestanding sign is currently missing a face. A CR Storage sign has been installed near the north driveway in an area that appears to be in the road right-of-way. The applicant will be required to obtain a

separate Zoning Permit from the City; signs will be required to meet ordinance requirements, including the required setback from the road right-of-way.

### **Disclosure**

My personal residence is located within 300 feet of the subject property and I have received personal notice of the public hearing. The City's legal counsel has recommended that I disclose this fact as a part of my report to the Planning Commission. I would further note that action on the request will not impact me financially in any way. I anticipate no other impacts to me or my property as a result of the Planning Commission's action on the request. It is the opinion of Legal Counsel that I have no conflict of interest regarding the application and can offer this report and recommendation.

### **Recommended Action**

In order to approve a request for Special Land Use, the Planning Commission must find that the standards listed in Section 14.04 of the Zoning Ordinance have been met. A copy of these standards is attached.

Staff would recommend that the Planning Commission consider how it wants to address the outdoor storage proposed by the applicant.

If the Planning Commission finds that the request meets the conditions of Sections 14.04 and 14.09 R of the Zoning Ordinance, it can consider the following motion with appropriate amendment for outdoor storage:

A motion to approve the Special Land Use request from Ron Gow, CR Storage, for commercial storage units located at 126 Concord Road. Approval is based on the plans prepared by Ron Gow, dated September 12, 2020, with a finding that the plan meets the Standards for Approval listed in Section 14.04 of the Zoning Ordinance. Approval is subject to the following conditions:

1. The property shall be combined with the property located at 607 E. Chicago Street to comply with the minimum lot size requirement in Section 14.09 R (1) of the Zoning Ordinance prior to construction.
2. The applicant shall obtain a Zoning Permit from the City prior to installation of wall or freestanding signs; installed signs shall be modified to meet the requirements of the Zoning Ordinance.
3. Any additional condition deemed warranted by the Planning Commission related to the proposed outdoor storage.

*Please refer to the enclosed application materials, site plan and building construction plans; Sections 14.09 R and 14.04 of the Zoning Ordinance; and notice of the public hearing.*

### **7. A. Project Updates**

This section of the agenda is reserved for an update on current and pending projects in the City.

Oct 14th

**CITY OF JONESVILLE**  
**PLANNING COMMISSION**  
**SPECIAL LAND USE/SITE PLAN REVIEW**  
 265 E. Chicago Street  
 Jonesville Michigan 49250  
 Phone: 517-849-2104 Fax: 517-849-9037

DATE: 9/15/20

**Applicant Name:**

Name	<u>RON GOW</u>	Business Name	<u>CR STORAGE</u>
Street Address	<u>126 CONCORD</u>	Email Address	<u>gow4it@gmail.com</u>
Cell Phone Number	<u>517 398 6401</u>	Fax Phone Number	<u>N/A</u>
		Phone Number	

Zoning District: JK

Site Plan Review Fee: \$100.00  
Special Land Use Fee: \$500.00

**Proposed Use:**

It is hereby requested that the City of Jonesville Planning Commission approve the issuance of a Special Land Use Permit for:

STORAGE UNITS

**Existing Use of Property:**

ALPHA SIGNS & APARTMENT

**Proposed Location: Address:**

126 CONCORD RD  
Property Tax ID#: 30 21 034 300 013 34 5 3

**Statement of Justification for Requested Action:**

State specifically the reason for this Special Land Use/Site Plan Review Permit request.

COMMERCIAL STORAGE

**Dimensions of Land:**

Width: 274.71  
Length: 219.95  
Acreage: 1.18  
Frontage: 274.71

**Existing Zoning Classification and Zoning of Adjacent Properties:**

\_\_\_\_\_

**Proposed Use of Land:**

STORAGE UNITS & OUTSIDE STORAGE

Ron M  
Signature of Applicant

9/15/20  
Date:

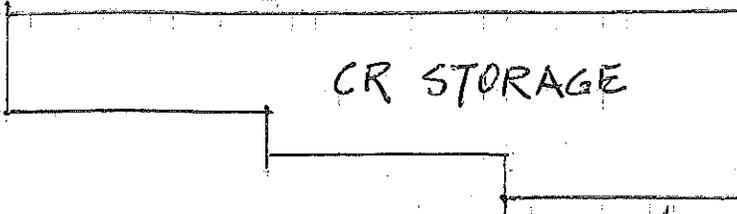
Official Use Only	
Fee Paid	
Date Paid	
Receipt #	
Date of Hearing:	<u>10/14/20</u>

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Date:

NORTH  
1" = 40'

CR STORAGE  
RON GOW  
130 WEST ST  
9/15/20



279.71

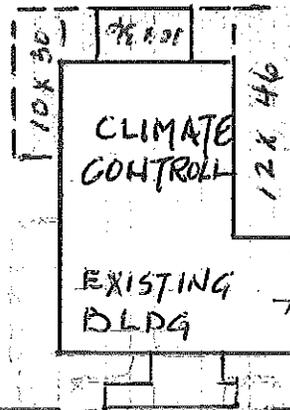
233.21

OUTSIDE STORAGE

NEW CONC

NEW BLDG 20x100

219.95



40' SETBACK

EXISTING ASPHALT

33' ROW  
STORM DRAIN

40

33

274.71

126 CONCORD RD 1.23 AC.



WE CAN PRINT THAT!

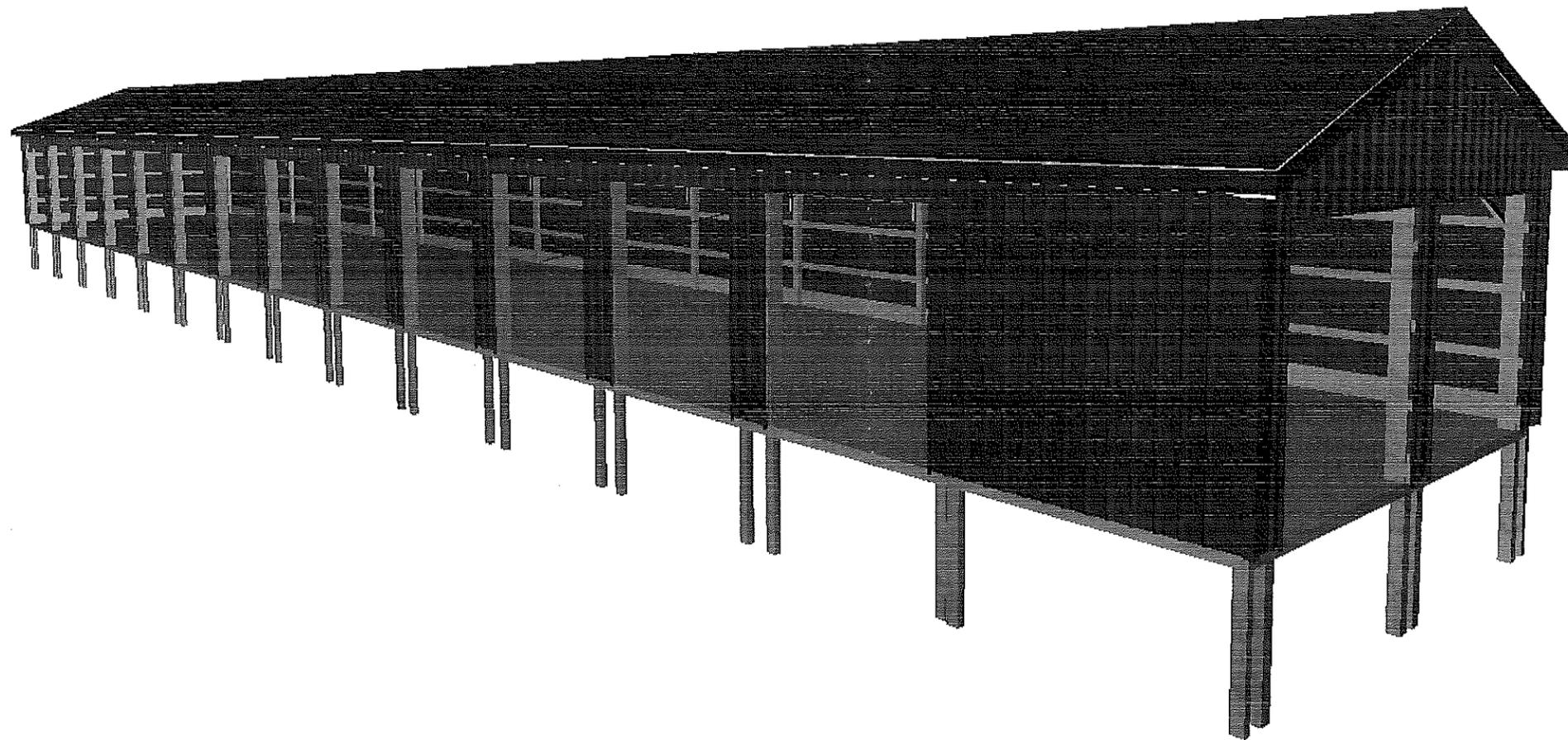
144 Lewis Street • Hillsdale • Michigan 49242  
www.stockhouseprints.com • (517)439-1579





Jonesville Lumber

JONESVILLE LUMBER  
108 WEST CHICAGO  
JONESVILLE  
Phone: 517-849-2181 Fax: 517-849-2541  
Fax: 517-849-2541



## **SECTION 14.09      SPECIAL LAND USE SPECIFIC REQUIREMENTS**

The following Special Land Uses shall be subject to the requirements of the District in which located, in addition to all the applicable conditions, standards, and regulations as are cited in this Chapter. The following uses have such conditions, standards, or regulations:

### **R.      Commercial storage warehouses.**

1.      Minimum lot area shall be two (2) acres.
2.      A residence may be permitted on the premises for security personnel or on-site operator. The residence shall conform to the minimum requirements for a single-family detached dwelling in the R-2 District.
3.      One (1) parking space shall be provided for each ten (10) storage cubicles, equally distributed throughout the storage area. The parking requirement may be met with the parking lanes required for the storage area.
4.      Two (2) parking spaces shall also be required for the residence of security personnel or on-site operator employed on the premises.
5.      One (1) parking space shall also be required for every twenty (20) storage cubicles, up to a maximum required ten (10) spaces, to be located adjacent the rental office, for the use of customers.
6.      Parking lanes and access aisles adjacent the individual storage facilities shall be required. The parking lanes may be eliminated when the access aisle does not serve storage cubicles.
7.      All driveways, parking, loading, storage, and vehicular circulation areas shall be paved.

## **SECTION 14.04      STANDARDS FOR APPROVAL**

The Planning Commission shall review each Special Land Use Permit request, and approve said request only upon a finding that all of the following general standards are complied with:

- A.     The use is designed and constructed, and will be operated and maintained, so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity, will be compatible with adjacent uses of land, and will not change the essential character of the area in which it is proposed.
  
- B.     The use is, or will be as a result of the Special Land Use Permit, served adequately by public services and facilities, including, but not limited to streets, police and fire protection, drainage structures, refuse disposal, and schools. Adequate water and sewer facilities must be available.
  
- C.     The use does not involve activities, processes, materials and equipment or conditions of operation that will be detrimental to any persons, property or the general welfare by reason of traffic, noise, smoke, fumes, glare or odors.
  
- D.     The use will be compatible with the natural environment and will be designed to encourage conservation of natural resources and energy.
  
- E.     The site plan proposed for such use demonstrates compliance with the specific design standards for the Special Land Use as contained in Section 14.09.



City of  
Jonesville

265 E. Chicago Street, Jonesville, MI 49250

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(517) 849-9037 Fax  
[www.jonesville.org](http://www.jonesville.org)  
[manager@jonesville.org](mailto:manager@jonesville.org)

## CITY OF JONESVILLE

### NOTICE OF PUBLIC HEARING

The Planning Commission will hold a Public Hearing at 7:00 P.M., Wednesday, October 14, 2020 at the Jonesville Fire Department, 114 W. Chicago Street, Jonesville, MI 49250, in conjunction with the Planning Commission meeting.

The board will meet to consider the following request:

A Special Land Use and Site Plan Review for the property located at 126 Concord Road, Jonesville, Michigan for the construction of commercial storage units on a property in the Highway Commercial (HC) zoning district. Property ID #30-21-034-300-013-34-5-3.

Attendance at the Planning Commission Hearing is welcomed, but not required. Written comments may be submitted to the Jonesville City Hall, prior to the hearing. Those attending the hearing are asked to wear a face covering and practice distancing from others.

A copy of the application materials can be viewed in the Jonesville City Hall during normal business hours, 8:00 a.m. - 4:30 p.m., Monday thru Friday.

Individuals with disabilities requiring auxiliary aids or services should contact the City of Jonesville by writing or calling the following:

City of Jonesville  
265 E. Chicago Street  
Jonesville MI 49250  
517-849-2104