

#### CITY OF JONESVILLE PLANNING COMMISSION AGENDA DECEMBER 11, 2019, 7:00 p.m. CITY HALL

- 1. CALL TO ORDER / PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE
- 2. PUBLIC COMMENT
- 3. APPROVAL OF AGENDA
- 4. APPROVAL OF MINUTES
  - A. November 13, 2019 Meeting
- 5. PUBLIC HEARING AND SUBSEQUENT ACTION
  - A. None
- 6. NEW BUSINESS
  - A. Site Plan Review Request from Consumers Energy to construct an approximately 6,800 square foot maintenance and operations building on the property located at 701 Beck Street
- 7. OTHER BUSINESS
  - A. Project Updates
- 8. ADJOURNMENT Next meeting Wednesday, January 8, 2020 at 7:00 pm

#### CITY OF JONESVILLE PLANNING COMMISSION Minutes of November 13, 2019

A City of Jonesville Planning Commission meeting was held on Wednesday, November 13, 2019 at the Jonesville City Hall. Chairman Mike Venturini called the meeting to order at 7:00 p.m.

Present: Mike Venturini, Jerry Drake, Christine Bowman, Annette Sands, Charles Crouch

and Jim Taipalus.

Absent: Jim Ackerson

Also Present: Manager Jeff Gray

The Pledge of Allegiance was led by Jerry Drake followed by a moment of silence.

There were no public comments.

Clerk Means administered the Oath of Office to Jim Taipalus who was appointed in April to fill a vacancy on the Planning Commission.

A motion was made by Annette Sands and supported by Charles Crouch to approve the agenda as presented. All in favor. Absent: Jim Ackerson. Motion carried.

Christine Bowman made a motion to approve the Planning Commission minutes of September 11, 2019. Jerry Drake supported the motion. All in favor. Absent: Jim Ackerson. Motion carried.

A motion was made by Jerry Drake and supported by Charles Crouch to recommend to City Council to reappoint Mike Venturini, Jerry Drake and Jim Ackerson to three-year terms to continue service on the Planning Commission. All in favor. Absent: Jim Ackerson. Motion carried.

Christine Bowman made a motion and was supported by Jerry Drake to approve the 2020 calendar as presented, which includes one modification of moving the regular meeting date on Wednesday, November 11, 2020 (Veteran's Day) to Tuesday, November 10, 2019 at 7:00 p.m. All in favor. Absent: Jim Ackerson. Motion carried.

Manager Gray provided a Michigan Economic Development Corporation Redevelopment Ready Communities update. In December of 2018 the MEDC RRC presented a baseline assessment of the City's development readiness to City Council. A copy of this assessment can be viewed on the City's website. Manager Gray provided an overview of the dashboard and the status of tasks.

The Planning Commission provided to Manager Gray positive feedback from the PA 57 Informational Meeting which was held on October 21, 2019 at the Jonesville Police Department.

Manager Gray provided updates on Christmas in Jonesville, which will be held Friday, December 6<sup>th</sup> thru Sunday, December 8<sup>th</sup>, MDOT traffic signal project, Klein Tool building, Site Plan Review for Consumers Energy, Biggby Coffee, and Leaf Pick up.

The meeting was adjourned at 7:38 p.m.

Submitted by,

Cynthia D. Means Clerk 265 E. Chicago Street - Jonesville - MI 49250

(517) 849-2104 Ph (517) 849-9037 Fx www.jonesville.org manager@jonesville.org

To: Jonesville Planning Commission

From: Jeffrey M. Gray, City Manager

Date: December 5, 2019

Re: Manager Report and Recommendations - December 11, 2019 Planning Commission Meeting

#### 6. A. Site Plan Review - Consumers Energy - 701 Beck Street

[Action]

Owner/Applicant:	Consumers Energy	
Property Location:	701 Beck Street	
Request:	Construct a 6,766 square foot operations and maintenance building, with	
	associated site improvements	

The property is located on the east side of Beck Street, south of the former HTM building. The property location is illustrated in the attached site plan drawings. Larger copies of the plans are available for viewing at City Hall.

The property is about 4.46 acres in area and 250 feet wide. Zoning and land use on the property and surrounding properties are as follows:

	Zoning	Land Use
Subject Property	I-1 (Light Industrial)	Material Storage
North	I-1 (Light Industrial)	Vacant Industrial Building
South	I-1 (Light Industrial)	Residential
East	I-1 (Light Industrial)	Railroad/City Property
West	I-1 (Light Industrial)	Undeveloped

#### Use Requirements:

The building is considered and Essential Public Building in the Zoning Ordinance. It is an allowed use in the I-1 (Light Industrial) district. It is subject to meeting the conditions listed in Section 14.09(T) of the Ordinance. A copy of these conditions is attached for reference. The conditions are met, except that screening is required to the residence located to the south of the property. The applicant has proposed evergreen screening along the parking lot, but there is a section of open fence south of the proposed building. The applicant has proposed an amendment to the landscaping plan to adjust the fence location and continue the trees along the property line to provide the required screening.

#### Additional Site Plan Requirements:

Site improvements are illustrated on Sheet C-4.0 of the attached site plan drawings.

<u>Parking</u> – Sufficient parking is proposed to support the proposed use. A minimum of 12 parking spaces are required by Ordinance; 21 are provided.

<u>Signs</u> – The proposed ground sign is shown on the plans. The proposed sign meets the area and setback requirements of the ordinance. The overall height of the sign is shown at 6 feet-4 inches. The overall height will need to be reduced slightly to comply with the height limit of 6 feet. All signs are subject to a City Zoning Permit prior to installation.

Manager Report and Recommendations December 11, 2019 Planning Commission Meeting Page 2 of 2

<u>Landscaping</u> – In addition to the minimum requirements of the ordinance, the applicant is proposing a comprehensive landscaping package that will enhance the appearance of the property from the street and provide the appropriate screen to the adjacent residential property (see Sheet L-1.0 and amendment)

#### **Utilities:**

The applicant will be upgrading the water service from 1-inch to 1.5 inches. The previous service will need to be disconnected from the main at the time of construction. The proposed sewer service is subject to review of the City's Wastewater Superintendent. Storm drainage improvements are proposed to the site, including expansion of the on-site storm water detention area. There is significantly less pavement and other impervious surface on site than the previous use of the property for the company's operations. The storm drainage plan has been reviewed and determined to be appropriate for the proposed use.

Beck Street is under the jurisdiction of the Michigan Department of Transportation (MDOT). Improvements to the driveway will be subject to MDOT review and approval.

#### Recommended Action:

Site Plans are subject to the review standards listed in Section 15.05 of the Zoning Ordinance. A copy of these standards is attached. Staff would recommend a finding that the site plan meets the minimum requirements of the Ordinance, provided that conditions are addressed related to screening, signs and utilities. We appreciate the applicant's attention to ordinance requirements and willingness to adjust the plans to meet ordinance standards.

Based on the analysis above, staff would recommend that the Planning Commission consider the following motion:

A motion to approve the Site Plan Review request from Consumers Energy, for an operations and maintenance building, and associated site improvements, on the property located at 701 Beck Street. Approval is based on the plans prepared by PEA, Inc. (job # 2019-428), dated November 11, 2019, 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 a revised plan showing the amended landscaping screen, prior to issuance of a building permit.
- 2. The applicant shall reduce the overall height of the freestanding sign to a maximum of 6 feet and obtain a Zoning Permit from the City prior to installation of wall or freestanding signs.
- 3. Water and sewer connections shall be subject to the review and approval of the City.
- 4. The applicant shall obtain any necessary approvals from the Michigan Department of Transportation (MDOT) prior to work within the right-of-way of Chicago Street/US-12.

Please refer to the enclosed application materials, Sections 14.09 (T) and 15.05 of the Zoning Ordinance, amended landscape buffer plan, and site plan.

#### 7. A. Project Updates

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

## CITY OF JONESVILLE PLANNING COMMISSION SPECIAL LAND USE/SITE PLAN REVIEW

265 E. Chicago Street Jonesville Michlgan 49250 Phone: 517-849-2104 Fax: 517-849-9037

DATE: 11/12/2019 Applicant: **Business Name** Name David K Neil Consumers Energy Email Address david.nell@cmsenergy.com Street Address One Energy Plaza Fax Phone Number Phone Number Cell Phone Number (989) 667-5234 Site Plan Review Fee: \$100.00 **Zoning District:** I-1 Light Industrial Special Land Use Fee: \$500.00 Proposed Use: It is hereby requested that the City of Jonesville Planning Commision approve the issuance of a Special Land Use Permit or Site Plan Review for: Proposed: Consumers Energy operations and maintenance building, parking, drives, stormwater management, water service, sanitary lead, lighting and other site features Existing Use of Property: Material storage facility, former service center Proposed Location: Address: 701 Beck Road Property Tax ID#: 30-21-009-100-022-09-6-3 Statement of Justification for Requested Action: State specifically the reason for this Special Land Use/Site Plan Review Permit request. Proposing a new operations and maintenance building on former site with new pavement and drive approach. Dimensions of Land: 250.00 ft. Width: Length: 726.68 ft. Acreage: 4.46 acres Frontage: 250.00 ft. Existing Zoning Classification and Zoning of Adjacent Properties: Existing zoning: I-1 Light Industrial, Adjacent zoning: I-1 Industrial Please note that submitted site plans shall include all of the information required in Section 15.03(F) of the Zoning Ordinance. 11/12/2ex9 Date: Official Use Only Fee Paid Signature of Applicant Date Paid Receipt# Date of Hearing: Signature of Property Owner

#### S. Commercial kennels, veterinary hospitals and animal clinics.

- 1. The minimum lot size shall be two (2) acres.
- 2. Buildings wherein animals are kept, dog runs, and/or exercise areas shall not be located nearer than fifty (50) feet to any adjacent occupied dwelling or any adjacent building used by the public.
- 3. All principal use activities, other than outdoor dog run areas, shall be conducted within a totally enclosed main building, and shall be escape proof by any animals to the extent possible.

#### T. Essential public service buildings with storage yards.

- 1. Any such buildings shall be generally compatible, with respect to materials and color, with the surrounding neighborhood.
- 2. Any such building shall comply with the yard setback requirements of the District in which it is located.
- 3. All storage yards shall be constructed in conformance with the requirements of this Ordinance pertaining to parking areas.
- 4. All facilities and parking areas shall be effectively screened from adjacent residential properties.

#### U. Farm labor housing.

- 1. Farm labor housing may be occupied for no more than ten (10) months during one (1) calendar year.
- 2. Farm labor housing may not be used for the housing of persons not at some time employed by the owner of the farm.
- 3. The rules, regulations, and standards of the State of Michigan governing the licensing and operation of farm labor housing shall apply where any dwelling is used to house one (1) or more farm labor workers. It is the purpose and intent of this provision to incorporate by reference such rules, regulations, and standards and further to apply the same to the housing of one (1) or more such farm labor workers notwithstanding that such State regulations may have a greater housing unit or farm labor worker threshold.
- 4. Seasonal dwellings shall be located at least two hundred (200) feet from any public street, at least two hundred (200) feet from any other property line, and four hundred (400) feet from any dwelling of an adjacent property owner.
- 5. No seasonal dwelling shall have more than one (1) story nor contain more dwelling units than are necessary to meet the needs of the owner of the premises.
- No seasonal dwelling shall be located between the front entry wall of another seasonal dwelling and a driveway or private roadway serving said other dwelling, and no seasonal dwelling shall be closer than thirty (30) feet to any such drive or roadway.
- 7. To ensure the health, safety, and welfare of the occupants, all construction shall conform to the most stringent of applicable local, state and federal building codes and health codes and other such codes and ordinances.
- 8. The premises and all seasonal dwellings shall be available for inspection by the Zoning Administrator and the Building Inspector.
- 9. All premises and structures shall be regularly maintained.

CHAPTER 14 17 SPECIAL LAND USE

#### SECTION 15.05 REVIEW STANDARDS

The following standards shall be utilized in reviewing all site plans. These standards are intended to provide a frame of reference for the applicant in the preparation of site plans as well as for the reviewing authority in making judgment concerning them. These standards shall not be regarded as inflexible requirements. They are not intended to discourage creativity, invention, or innovation.

- A. The uses proposed will not adversely affect the public health, safety, or welfare. Uses and structures located on the site shall take into account topography, size of the property, the uses on adjoining property and the relationship and size of buildings to the site. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Ordinance.
- B. Safe, convenient, uncontested, and well-defined vehicular and pedestrian circulation shall be provided for ingress/egress points and within the site. Drives, streets and other circulation routes shall be designed to promote safe and efficient traffic operations within the site and at ingress/egress points.
- C. The arrangement of public or private vehicular and pedestrian connections to existing or planned streets in the area shall be planned to provide a safe and efficient circulation system for traffic.
- D. Removal or alteration of significant natural features shall be restricted to those areas which are reasonably necessary to develop the site in accordance with the requirements of this Ordinance. The Planning Commission may require that landscaping, buffers, and/or greenbelts be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property.
- E. Areas of natural drainage such as swales, wetlands, ponds, or swamps shall be protected and preserved insofar as practical in their natural state to provide areas for natural habitat, preserve drainage patterns and maintain the natural characteristics of the land.
- F. The site plan shall provide reasonable visual and sound privacy for all dwelling units located therein and adjacent thereto. Fences, walls, barriers, and landscaping shall be used, as appropriate, to accomplish these purposes.
- G. All buildings and groups of buildings shall be arranged so as to permit reasonable necessary emergency vehicle access as requested by the Fire Department serving the Community.
- H. All streets and driveways shall be developed in accordance with the Community Subdivision Control Ordinance, the Hillsdale County Road Commission, or Michigan Department of Transportation specifications, as appropriate, unless developed as a private road in accordance with the requirements for private roads in this Ordinance. The Planning Commission may impose more stringent requirements than those for the Road Commission or Michigan Department of Transportation with respect to driveway location and spacing. In addition, sidewalks may be required if determined to be necessary or appropriate for pedestrians and non-motorized vehicles.

- I. Appropriate measures shall be taken to ensure that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Provisions shall be made to accommodate stormwater, prevent erosion and the formation of dust. The use of detention/ retention ponds may be required. Surface water on all paved areas shall be collected at intervals so that it will not obstruct the flow of vehicular or pedestrian traffic or create puddles in paved areas. Catch basins may be required to contain oil filters or traps to prevent contaminants from being discharged to the natural drainage system. Other provisions may be required to contain runoff or spillage from areas where hazardous materials are stored, or proposed to be stored.
- J. Exterior lighting shall be arranged so that it is deflected away from adjacent properties and so that it does not interfere with the vision of motorists along adjacent streets. Lighting of buildings or structures shall be minimized to reduce light pollution and preserve the rural and small town character of the community.
- K. All loading and unloading areas and outside storage areas, including areas for the storage of trash, which face or are visible from Residential Districts or public streets, shall be screened by a vertical screen consisting of structural or plant materials no less than six (6) feet in height. The finished side of any wall, fence, or other screen shall face adjacent properties.
- L. Entrances and exits shall be provided at appropriate locations so as to maximize the convenience and safety for persons entering or leaving the site. The number of entrances to and exits from the site shall be determined with reference to the number of dwelling units or other land uses within the site, the nature and location of the surrounding streets, the effect of traffic in the area, nearby topography, and other factors.
- M. Site plans shall conform to all applicable requirements of County, State, Federal, and community statutes and ordinances. Approval may be conditioned on the applicant receiving necessary County, State, Federal, and community permits before final site plan approval or an occupancy permit is granted.
- N. Appropriate fencing may be required by the Planning Commission around the boundaries of the development if deemed necessary to minimize or prevent trespassing or other adverse effects on adjacent lands.
- O. The general purposes and spirit of this Ordinance and the Master Plan.

#### SECTION 15.06 CHANGES IN THE APPROVED SITE PLAN

Changes to the approved site plan shall be permitted only under the following circumstances:

- A. The holder of an approved site plan shall notify the Zoning Administrator of any proposed change to an approved site plan.
- B. Minor changes may be approved by the Zoning Administrator upon determining that the proposed revision(s) will not alter the basic design nor any specified conditions imposed as part of the original approval. Minor changes shall include the following:

#### **Jeff Gray**

From:

Gregory A. Moore <Gregory.Moore@cmsenergy.com>

Sent:

Thursday, December 5, 2019 5:16 PM

To:

Jeff Gray

Subject:

FW: Site Plan Application-Beck Street

Jeff,

Here is our preferred option for addressing the screening issue along the south property line. I may have inadvertently sent a different version which showed another option but this is the one we'd like to go with.

I believe John and Dave are planning to have revised site plans at the meeting but I wanted to get this to you and your team so you at least know what we're thinking.

Let me know if you have any questions or need anything further.

Thank you.

#### **Greg Moore**

Community Affairs Manager
Barry, Branch, Calhoun, Hillsdale, St. Joseph counties
311 E. Michigan Ave., Battle Creek, MI 49014
o-269 969-8566 | c-269 275-8307
Gregory.moore@cmsenergy.com



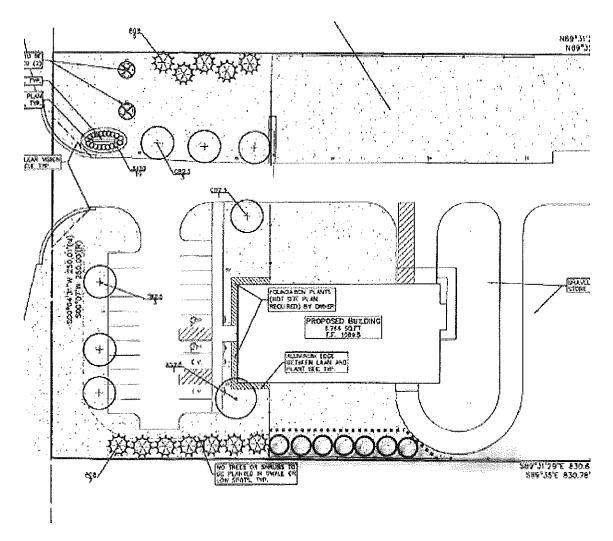
From: John J. Francey < JOHN.FRANCEY@cmsenergy.com>

Sent: Wednesday, December 4, 2019 4:23 PM

To: Gregory A. Moore <Gregory.Moore@cmsenergy.com>; David K. Neil 1 <David.Neil@cmsenergy.com>

Subject: RE: Site Plan Application-Beck Street

Recommend we inset the fence and add evergreen screening up to the rear drive and then install slats in the fence for the remaining length.



John J. Francey A.I.A.

CONSUMERS ENERGY

Director Facilities Design & Space Management

Office: 517-788-0537 Cell: 517-740-5755

World Class Performance Always Delivering Home Town Service

From: Gregory A. Moore < Gregory. Moore@cmsenergy.com >

Sent: Wednesday, December 4, 2019 4:00 PM

To: David K. Neil 1 < David.Neil@cmsenergy.com >; John J. Francey < JOHN.FRANCEY@cmsenergy.com >

Subject: FW: Site Plan Application-Beck Street

#### Gentlemen,

Sorry that Lynn and I were not able to be on the call today. We are at a joint department meeting this afternoon in Alma that will wrap up at 4:30 or so. However, I just received this e-mail from the Jonesville City Manager regarding the screening issue that came up at our meeting with them and wanted to get it to you as quickly as possible.

I responded to Jeff that we would try to get him an answer ahead of the meeting but if that is not possible, that we would definitely have an answer for them at the meeting next week. My sense though is that they would like to know ahead of the meeting so they can be prepared to act or respond to us vs. possibly having to table for more info.

Thanks

#### **Greg Moore**

Community Affairs Manager
Barry, Branch, Calhoun, Hillsdale, St. Joseph counties
311 E. Michigan Ave., Battle Creek, MI 49014
o-269 969-8566 | c-269 275-8307
Gregory.moore@cmsenergy.com



From: Jeff Gray < JGray@jonesville.org>

Sent: Wednesday, December 4, 2019 3:08 PM

To: Gregory A. Moore < Gregory. Moore@cmsenergy.com >

Cc: publicworks < publicworks@jonesville.org > Subject: RE: Site Plan Application-Beck Street

Email sent from outside of CMS/CE. Use caution before clicking links/attachments.

#### Greg,

We have one question regarding the site plan. When we met, we mentioned that the ordinance requires public facilities to be screened from adjacent residential properties. We had asked that you look at the new section of fence to be constructed on the south property line.

Can you let us know what you can do to screen this section to the house located on the property to the south? We appreciate the trees along the south side of the parking lot, but need to address that short section of fence.

I have attached a scan of the area of fence that I am talking about and have attached the section of the Zoning Ordinance.

Thanks, Jeff

Jeffrey M. Gray · City Manager City of Jonesville 265 E. Chicago Street · Jonesville, MI 49250 (517) 849-2104



From: Gregory A. Moore < Gregory. Moore@cmsenergy.com >

Sent: Wednesday, November 27, 2019 3:10 PM

To: Jeff Gray < JGray@jonesville.org>

Subject: RE: Site Plan Application-Beck Street



# CRESCENT WIND ENERGY PARK OPERATIONS AND MAINTENANCE BUILDING

### 701 BECK STREET

CITY OF JONESVILLE, HILLSDALE COUNTY, MICHIGAN

#### OWNER/APPLICANT/DEVELOPER:

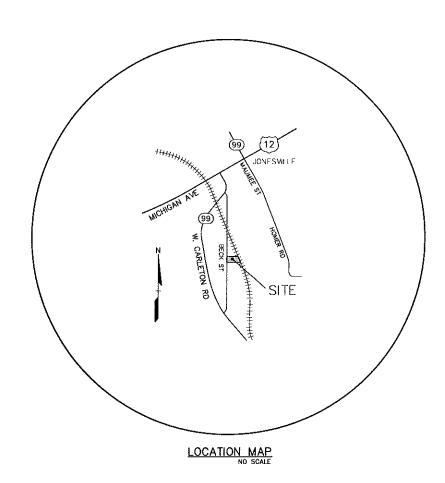
CONSUMERS ENERGY
ONE ENERGY PLAZA
JACKSON, MICHIGAN 49201
CONTACT: DAVID K. NEIL
PHONE: (989) 667-5234
EMAIL: DAVID.NEIL@CMSENERGY.COM

#### CIVIL ENGINEER:

PEA, INC.
7927 NEMCO WAY, SUITE 115
BRIGHTON, MI 48116
CONTACT: KEVIN ROYSTON
PHONE: (517) 546-8973
FAX: (517) 456-8583
EMAIL: KROYSTON@PEAINC.COM

#### LANDSCAPE ARCHITECT:

PEA, INC.
7927 NEMCO WAY, SUITE 115
BRIGHTON, MI 48116
CONTACT: JEFF SMITH, R.L.A., LEED AP
PHONE: (517) 546-8583
FAX: (517) 546-8973
EMAIL: JSMITH@PEAINC.COM



#### INDEX OF DRAWINGS:

C-1.0 - COVER SHEET

C-2.0 - TOPOGRAPHIC SURVEY & DEMOLITION PLAN

C-3.0 - OVERALL PLAN

C-4.0 - SITE PLAN

L-1.0 - PRELIMINARY LANDSCAPE PLAN L-1.1 - PRELIMINARY LANDSCAPE DETAILS CAUTION!

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MISS DIG System, Inc.

PEA, Inc. 2430 Rochester Ct., Ste. 100 Troy, MI 48083-1872 t 248.689.9090 f: 248.689.1044

CORELINATE ENGINE

COVER SHEET

COVER SHEET

CRESCENT WIND ENERGY PARK
PART OF THE WAY 14 OF SECTION 19. 1. 065. 19. 1094.

AND THE WAY 14 OF SECTION 19. 1. 065. 19. 1094.

AND THE WAY 14 OF SECTION 19. 1. 065. 19. 1094.

ORIGINAL ISSUE DATE: NOVEMBER 11, 2019 PEA 108 NO. 2019-428

SCALE: N.T.S.

C-1.0

