

**PLANNING COMMISSION MEETING
ESCANABA, MICHIGAN
October 9, 2014**

A meeting of the Escanaba Planning Commission was held on Thursday, October 9, 2014, at 6:00 p.m. in Room C101 at City Hall, 410 Ludington Street, Escanaba, MI 49829.

PRESENT: Chairperson Thomas Warstler, Vice Chairperson Patrick Connor, Commissioners Roy Webber, Kelvin Smyth, James Hellermann, and Brian Black

ALSO PRESENT: City Manager Jim O'Toole, City Council Liaison Ron Beauchamp, Executive Secretary Kim Peterson and project representatives Brian Boucher and John LeMire

EXCUSED ABSENT: Stephen Buckbee

MEMBERS ABSENT: Christine Williams and Todd Milkiewicz

Chairperson Warstler called the meeting to order at 6:00 p.m.

Roll Call

Executive Kim Peterson conducted the roll call.

Approval/Correction of the September 11, 2014, Planning Commission Meeting Minutes

Commissioner Webber noted that he would like to be excused as he was working on September 11, 2014. Correction was noted.

A motion was made by Commissioner Black, seconded by Vice Chairperson Connor, to approve the September 11, 2014, Meeting Minutes with noted correction. Ayes were unanimous.

Approval/Adjustments to the Agenda

A motion was made by Vice Chairperson Connor, seconded by Commissioner Smyth, to approve the meeting agenda. Ayes were unanimous.

Conflict of Interest Declarations

None.

UNFINISHED BUSINESS

None.

PUBLIC HEARING

Site Plan Review/Zoning District Use Change and Special Land Use Permit Request – Jerry Boucher a.k.a. Geepapa Enterprises, Inc. – 1008 North 30th Street and Adjacent Properties (11.20 +/-).

City Manager O'Toole stated the Planning Commission will conduct a public hearing on a site plan for property located at 1008 North 30th Street, Escanaba. Geepapa Enterprises, Inc. is proposing to construct a corporate office headquarters and storage facility. Additionally, Geepapa Enterprises, Inc. is requesting a zoning district change for property located at and adjacent to 1008 North 30th Street comprising of 11.20 +/- acres or more located on North 30th Street from the 9th Avenue North right-of-way along the E & LS Railroad track, along with a Special Land Use Permit.

The current property in question is zoned Heavy Manufacturing "G" District.

City Manager O'Toole stated compliance with the following development standards:

1. The proposed construction (building) will be located on property which is zoned Heavy Manufacturing "G". A Special Land Use Permit is required in that an office/warehouse use is not a use by right within a Heavy Manufacturing "G" District.
NOTE: The applicant is requesting the zoning district classification be changed from Heavy Manufacturing "G" District use to Commercial "E" District use.
2. The proposed construction meets setback standards of a Heavy Manufacturing "G" District and will meet setback standards of a Commercial "E" District if the parcel is rezoned. As submitted, the office/warehouse will meet the setback standards of the existing area.
3. The proposed construction site plan diagram complies with Chapter 18, Site Plan and Sketch Plan Standards, Section 1802 Site Plan Diagram/Requirements, paragraph 1802.2 Site Plan Diagram Requirements, subparagraphs A-X.
4. In accordance with the requirements found in Chapter 18, Site Plan and Sketch Plan Standards, Section 1803 Site Plan Review, paragraph 1803.1.1.1 Pre-Application Conference, the applicants met on September 29, 2014, with the City of Escanaba to review the proposed project, the City of Escanaba Code of Ordinances, and the City Comprehensive Plan. Attending this meeting were: City Manager Jim O'Toole, Electrical Superintendent Mike Furmanski, City Engineer/Public Works Superintendent Bill Farrell, Public Safety Director Ken Vanderlinden, Water/Wastewater Superintendent Jeff Lampi, City Assessor Daina Norden, Executive Secretary Kim Peterson, Brian Boucher, John LeMire and Dan Block and Jason Campbell from Dynamic Design.
5. In accordance with the requirements found in Chapter 18, Site Plan and Sketch Plan Standards, Section 1803 Site Plan Review, Section 1803.1.1.2. Application, the applicant applied for site plan consideration as required.
6. In accordance with the requirements found in Chapter 18, Site Plan and Sketch Plan Standards, Section 1803 Site Plan Review, Section 1803.1.1.3. Official Review, on September 29, 2014, an official City Administration review was conducted for comments as to the proposed development's conformance to all applicable standards and requirements. City Administration is recommending approval of the site plan.
7. In accordance with the requirements found in Chapter 18, Site Plan and Sketch Plan Standards, Section 1803 Site Plan Review, Section 1803.1.1.4. Approval; Referral, City Administration has deemed the site diagram will be completed and is referring the plan to the Planning Commission for review.
8. All fee and notification requirements of the Ordinance have been accommodated.

City Manager O'Toole explained the duties of the Planning Commission:

In accordance with Chapter 18, Site Plan and Sketch Plan Standards, Section 1803 Site Plan Review, paragraph 1803.2. Public Hearing Requirement, prior to voting on a final site plan, the Planning Commission must hold a Public Hearing so as to facilitate public review and understanding of the proposed development.

In accordance with Chapter 18. Site Plan and Sketch Plan Standards, Section 1803 Site Plan Review, paragraph 1803.3. Planning Commission Review, once a site plan is forwarded to the Planning Commission, the Planning Commission is required to review the site plan according to the standards and requirements of Chapter 18. Site Plan and Sketch Plan Standards. The Planning Commission must approve or deny the site plan according to the standards and requirements of the Zoning Ordinance within 45 days of submission of said plan.

In accordance with Chapter 18. Site Plan and Sketch Plan Standards, Section 1803 Site Plan Review, paragraph 1803.4. Site Plan Approval, should the Planning Commission approve the site plan, the applicant, the owner of record, or the legal representative thereof, the Planning Commission Chairperson and one other member of the Planning Commission shall each sign four copies of the approved site plan. The Planning Commission shall transmit one signed copy of the plan and any conditions attached to the Code Official, and one signed copy each to the office of the City Clerk and the applicant. One signed copy shall be retained in the Planning Commission file.

In accordance with Chapter 18. Site Plan and Sketch Plan Standards, Section 1803 Site Plan Review, paragraph 1803.5.1 Site Plan Rejection, should the Planning Commission reject the site plan, the property owner may appeal the decision to the Zoning Board of Appeals.

In accordance with Section 205 of the Escanaba Zoning Ordinance, a hearing before the Planning Commission must be conducted on the request.

In accordance with Section 205.5 Protest. If a protest of the proposed Special Land Use Permit is presented to the Planning Commission at or before the public hearing date on the request and it is properly signed by the owners of at least 20% of the noticed area of land included in the request, excluding publically owned land, or by owners of at least 20% of the area of land included within an area extending out at least 100 feet from any point on the boundary of land included in the request, excluding publicly owned land, then a request for a Special Land Use Permit must be passed only upon an affirmative vote of $\frac{3}{4}$ of the members of the Planning Commission.

Section 401.5 of the Escanaba Zoning Ordinance states the Council may from time to time on its motion or on petition, amend, supplement, or change the district boundaries or regulations herein established in the manner prescribed by Act No. 207 of the Public Acts of Michigan for 1921 (MCL 125.581 et seq., MSA 5.2931 et seq.), as amended. Whenever the owners of 50 percent or more of the frontage in any district or part thereof shall present to the Council a petition in writing, duly signed, requesting an amendment, supplement, change, or repeal of the provisions prescribed for such district or part thereof, it shall be the duty of the Council to vote upon said petition within 90 days after the filing of the same by the petitioners with the Council. If any area is hereafter transferred to another district by a change in district boundaries by an amendment as above provided, the provisions of this ordinance, relating to building or uses of buildings or premises existing at the time of passage of this ordinance shall apply to buildings or uses of buildings or premises existing at the time of passage of such amendment in such transferred area.

City Manager O'Toole stated the site plan approval standards:

In accordance with Section 1804. Site Plan Approval Standards of Escanaba's Zoning Ordinance, the proposed site plan conforms to the following site development standards:

- A. The main entrance faces the street upon which the lot fronts.
- B. All roof mounted equipment shall be screened.
- C. Reasonable and visible sound mitigation measures have been taken.
- D. The building is arranged to permit adequate emergency access to all sides.
- E. The development has legal access to a public street.
- F. The development provides for vehicular circulation.
- G. All parking areas are designed to facilitate safe and efficient vehicular and pedestrian circulation.
- H. All loading and unloading areas and outside storage areas shall be adequately screened.
- I. Exterior lights shall be reflected downward and away from adjacent properties and right-of-ways.
- J. Adequate utilities will be provided and placed underground.
- K. All premises shall be graded to prevent accumulation of stagnant water.

City Manager O'Toole stated staff is recommending approval of the site plan diagram for the following reasons:

- A. The proposed use is consistent with the surrounding uses in the area to the south. However, a commercial designation is not currently consistent with the Master Plan for Future Land Use without a Special Land Use Approval from the Planning Commission.
- B. Staff is recommending approval of the site plan as submitted contingent upon the issuance of a Special Land Use Permit and/or changing the zoning district from Heavy Manufacturing "G" District use to a Commercial "E" District use.

City Manager O'Toole stated the construction value of the office/warehouse is estimated to be \$1.1 million. Once the office/warehouse is built, expected tax revenue is expected to be approximately \$9,300 annually.

Notice of Public Hearing was published in the Escanaba Daily Press Newspaper and meeting notices were mailed to the adjacent property owners of the project site.

Staff report was posted on the City of Escanaba website for public review.

The meeting agenda was posted on the City's official notice bulletin board and the City of Escanaba's website.

City Manager O'Toole asked the Planning Commissioners to keep in mind the following standards and questions (findings of facts):

In accordance with Chapter 18. Site Plan and Sketch Plan Standards, Section 1801 General, paragraph 1801.1. Purpose, the Planning Commission must ensure that the plan outlines the use and development of the property and is designed to provide for the future growth and development of business that seek an aesthetically attractive working environment.

1. Is the development designed to integrate well with adjacent developments?
2. Is the development designed to minimize nuisance impacts on adjoining parcels?
3. Is the development designed to ensure safe and functional traffic access and parking?
4. Is the development designed to minimize impacts on sensitive environmental resources?

Vice Chairperson Connor questioned if a Special Land Use was approved, would the property still be rezoned? City Manager O'Toole stated the zoning change would not be needed, but in his opinion, needs to be pursued as there is an oversight in that area. The Special Land Use Permit, if granted, would be immediate effect. The zoning change would take some time to complete.

Brian Boucher appeared before the Planning Commission. He stated as of January 1, 2015, they will have 34 locations throughout Wisconsin and Michigan. They are hoping to have the corporate headquarters on North 30th Street. They have 170 employees. Team Wireless is a premium retailer for Verizon and they are strictly Verizon.

Commissioner Hellermann questioned their current location on 6th Avenue North and their intent on the building when vacated. Mr. Boucher stated he plans on leasing the space on 6th Avenue North and hopes to have the Arby's building renovated by December for their retail business. If approved, the headquarters would be completed by next fall.

Public Hearing was opened. Public Hearing was closed with no comments being heard.

A motion was made by Vice Chairperson Connor, seconded by Commissioner Smyth, to accept the site plan as submitted for 1008 North 30th Street and adjacent properties (11.20 acres +/-) with a recommendation to consider something else other than barberry bushes be planted which is an invasive species for landscaping purposes. Ayes were unanimous.

A motion was made by Commissioner Hellermann, seconded by Commissioner Webber, to recommend to the City Council rezoning of property located at and adjacent to 1008 North 30th Street comprising of 11.20 +/- acres or more located on North 30th Street from the 9th Avenue North right-of-way along the E & LS Railroad track. Ayes were unanimous.

A motion was made by Vice Chairperson Connor, seconded by Commissioner Hellermann, to grant a Special Land Use Permit as recommended by City Staff. Ayes were unanimous.

PUBLIC COMMENT

None.

NEW BUSINESS

1. Project Updates:

- A. Zoning Board of Appeals Hearings/Decisions – Meeting will be held October 22, 2014, at 6:30 p.m. to hear an appeal on side yard setback variance.
- B. Michigan (MEDC) Redevelopment Ready Communities Program – A Joint Meeting was conducted on 09/23/14 with the City Council, Planning Commission, Downtown Development Authority and the Historic District Commission. City Council passed a resolution and did sign a Memorandum of Understanding which was submitted to MEDC.
- C. Delta County Planning Commission Update – Vice Chairperson Connor stated a meeting was held on October 6, 2014, on a wind turbine amendment. Discussed when amendments were granted, text needs to be updated for a cost of \$400 so an application fee of \$1,500 will be assessed. Gladstone is having some problems with medical marijuana caregivers and having permits and inspections done on a monthly basis. A presentation was done by Heritage Garden Wind Farm. Discussed the ordinance language with windmill setbacks and how they are measured.
- D. Zoning/Land Use Permit Update – See below:

ZONING PERMITS REPORT
January 1, 2014 thru October 2, 2014

3	NEW RESIDENTIAL HOME	\$735,000
34	RESIDENTIAL REMODELS	\$624,140
3	NEW COMMERCIAL	\$830,000
5	COMMERCIAL REMODELS	\$2,142,500
1	CHANGE OF USE	\$100,000
	HOME OCCUPATION	\$0
	LAND USE PERMIT	\$0
3	DEMOLITION PERMIT	\$26,500
39	TOTAL	\$4,458,140

- E. Various – None.

GENERAL PUBLIC COMMENT

None.

COMMISSION/STAFF COMMENT AND ANNOUNCEMENTS

Commissioner Webber stated changes are taking place at NewPage. Discussion was held on an economic impact that could happen with various changes.

ADJOURNMENT

A motion was made by Commissioner Roy Webber, seconded by Vice Chairperson Connor, to adjourn the meeting. The meeting adjourned at 6:35 p.m. Ayes were unanimous.

Thomas Warstler, Chairperson
Escanaba Planning Commission

James V. O’Toole, City Manager
City of Escanaba

Roy Webber, Secretary
Escanaba Planning Commission



DELTA COUNTY
Commerce Center

230 Ludington Street
Escanaba, Michigan 49829
(906) 786-2192 | Fax (906) 786-8830
www.deltami.org

October 8, 2014

Mr. Jim O'Toole
City of Escanaba Manager
410 Ludington Street
Escanaba, MI 49829

RE: Delta County Commerce Center Letter of Support for Geepapa Enterprises, Inc.

Dear Jim:

The organizations of the Delta County Commerce Center submit this letter of support for the corporate office headquarters and storage facility on North 30th Street for Geepapa Enterprises, Inc.

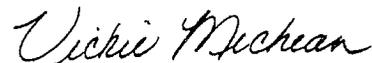
Team has a long and proud history in our area and the entire U.P. In addition to technology solutions, they have provided meaningful jobs for many people for many years. We have proudly supported their continued expansion and are delighted they have picked Escanaba as the place for their world wide headquarters.

We encourage the Planning Commission to approve Geepapa's plans for expansion. We believe the resulting efforts of this will improve the economic climate in Delta County and beyond.

On behalf of the organizations of the Commerce Center, we remain sincerely yours,



Vicki Schwab
Director
Delta County Economic Development Alliance
Commerce



Vickie Micheau
Executive Director
Delta County Chamber of

Together, We're Better!

Chamber of Commerce | Builders Exchange | Economic Development Alliance | Convention and Visitors Bureau