

**Charter Township of Filer
Minutes of the Planning Commission Regular Meeting
Held on June 21, 2016**

Present: Jennifer Williams, Shirley Ball, Karen Kolk, Roger Dittmer, Christa Johnson, Richard Mark.

Absent: Linda Rogers

Also present: Lynn Kooyers, Zoning Administrator, Richard Wilson, Township Attorney

Meeting called to order at 7:15 p.m. by Chairman Mark

Motion by Ball, seconded by Williams to approve the May 17, 2016 Regular Meeting Minutes after inserting additional language for clarification in the first motion, which will now read: "Motion by Williams, seconded by Rogers to approve the April 19, 2016 Harlan Slonecki Jr. Special Use Permit Public Hearing Minutes as presented. All in Favor. M/C" and also a typo correction of a date, under the heading 31.10.1060 Sign Regulations-Revisions, which will now read "The Sign Regulations revisions dated 5/17/16 prepared by Attorney Sarah Alden". All in favor. M/C

Arissa LLC on behalf of O'Reilly Auto enterprises, LLC- Special Use Permit Application

Motion by Johnson, seconded by Williams to approve the Special Use Permit application filed by Arissa LLC on behalf of O'Reilly Auto Enterprises, LLC with conditions as discussed.

- Knox Box for fire protection is required.
- All exterior lighting must shine downward as required by Article 55. (General Commercial District, 31.55.5505 E.3)
- Bicycle rack is required.
- Special Use Permit must cover entire parcel, including the un-used Dr. Lube building
- No new entrance/exit drives may be added to site.
- No permission has been granted for use of the Dr. Lube building on site.
- A 66 ft. easement along the US-31 frontage of the parcel must be reserved for possible future use

All in favor. M/C

Chairman Mark requested Township Attorney Wilson to draft a Special Use Permit document with the above conditions for Arissa LLC on behalf of O'Reilly Auto Enterprises LLC for review and approval by the Planning Commission.

31.10.1060 Sign Regulations- Revisions

Motion by Dittmer, seconded by Ball to discuss the presented proposed sign regulation revisions. All in favor. M/C

After much discussion, the following changes to the sign regulations were suggested:

Definitions

- Page 2 B-Definitions, Item 8, last sentence should read "this definition includes billboards, but does not include "trailer signs," as defined in this Section.
- Page 2, Item 11 add the word "highway", to now read "highway right of way". Also make reference to Item 3 regarding encroachment.
- Page 2, item 13, add "banners and flags".
- Page 8, Schedule E, last line of the chart should read: "Commercial – either pole or monument, wall or roof and marquee sign".

Motion by Dittmer, seconded by Johnson to remove pole signs from all districts in the township. 6 yeas, 1 nay. M/C

Continued discussion of pole signs followed.

Motion by Dittmer, seconded by Johnson to reconsider the former motion regarding pole signs. All in favor. M/C

Motion by Johnson, seconded by Dittmer to remove pole signs only from the Commercial District. All in favor. M/C

It was noted that word "pole" should now be removed from paragraph 2. on page 6 of the Sign Ordinance, and to also remove line 2 from the Schedule "B" chart on page 6 regarding pole signs. . Also, the "X" marking Commercial Pole Signs should be removed from the chart labeled Schedule "E" on page 8 and the word "pole" removed from the last sentence of Schedule "E".

Motion by Dittmer, seconded by Ball to accept the revised sign ordinance changes developed during deliberation and to direct the township attorney to include those changes in 31.10.1060 Sign Regulations. All in favor. M/C

U.S. 31 Corridor Analysis & Opportunities Plan

The Planning Commission reviewed the large scale map drawing prepared by Wade Trim and discussed the various features.

Motion by Mark, seconded by Johnson to accept the drawing as a concept for the Downtown Development Authority's future enhancements in the Commercial District of Filer Township. All in favor. M/C

Reports

Zoning Administrator's report and Township Board Meeting Minutes were received.

"Explore the Shores" held an open house at Filer Township on June 15th from 3pm to 7pm to hear ideas from the public regarding recreation at Magoon Creek Park.

Clerk Ball informed the Committee that Brian Krus has been appointed to fill the vacant position on the Township Board through November 20, 2016.

The details of the sewer agreement between the Township and the City of Manistee continue to be completed, with the easements of involved properties being worked out at this time.

Public Comment

None was offered at this time.

Motion by Johnson, seconded by Williams to adjourn the meeting.

Meeting adjourned at 8:24 p.m.

Respectfully submitted,

Roger Dittmer, Secretary
Charter Township of Filer Planning Commission

