

# Village of Bellaire

## PLANNING AND ZONING COMMISSION

**William Drollinger, Chairman**

**Commissioners: Clarence Bennett, Butch Dewey, Ken Fedraw, Robert Shumaker**

### MEETING MINUTES

June 29, 2010

1. **Call to Order: Chairman Drollinger called the meeting to order immediately following the 5:00 p.m. public hearing.**
2. **Attendance**
  - Present:** Chairman Drollinger, Clarence Bennett, Butch Dewey, Ken Fedraw, Robert Shumaker
  - Absent:** None
  - Staff Present:** Janet Koch, Zoning Administrator
  - Also Present:** Frank Hayes, Colette Stanish
3. **Additions to the Agenda and Approval of Agenda:** The agenda was approved as written.  
**Motion by Fedraw, seconded by Dewey, to approve the agenda. Motion carried by voice vote.**
4. **Approval of May 4, 2010 Minutes:** The minutes were approved as written.  
**Motion by Bennett, seconded by Shumaker, to approve the minutes. Motion carried by voice vote.**
5. **Public Comment on Agenda Items:** None presented.
6. **Old Business**
  - Temporary Signs** – Koch supplied the Planning Commission with copies of what other municipalities in the area are doing regarding temporary signs. The Village currently has a requirement that all temporary signs must be on record in the Village offices. Koch found no other ordinance in Antrim County that requires temporary signs to be recorded.  
Dewey suggested that the village's temporary sign ordinance be reworked. The issue was tabled until that portion of the ordinance can be reviewed thoroughly.
7. **New Business**
  - a) **Deliberation on Findings of Fact for Wright Shed** – The Planning Commission waived the necessity of going through the SUP approval standards.  
**Motion by Dewey, seconded by Bennett, to approve the Special Use Permit application by Steffen Wright with the Findings of Fact as presented and approved and to authorize the issuance of the permit. Motion carried by voice vote.**

**b) Storage Shelters (Section 3.5 (D) – Accessory Buildings or Structures)**

Koch asked the Planning Commission for clarification regarding the ordinance’s requirement for eaves and soffits for accessory buildings. Shumaker said the requirement was intended for garages, not sheds. Shumaker suggested that a size limit for be added to the ordinance. Drollinger suggested that an exception be made for sheds.

Koch also asked if the Planning Commission considered soft-sided storage shelters to be accessory buildings. Drollinger said the Antrim County Building Department considers these shelters to be structures and subsequently requires a building permit. Clarification from the state was recommended.

The issue was tabled until that portion of the ordinance can be reviewed thoroughly.

**8. Discussion:** None presented.

**9. Communications/Informational:** None presented.

Member/Public Comment – Frank Hayes presented a preliminary site plan to the Planning Commission for the development on Portage currently owned by Broadstreet Development. The proposed assisted living facility uses the existing road, the existing infrastructure, and allows the constructed residence to remain. Allowance was made for a walkway to service the county dam.

A two story 50-unit facility is proposed with 20,000 square feet per floor with potentially a lower level walk-out on the river side. Hayes said there is the possibility that the building would be a single story 25-unit facility. His goal is to get village approval for a 50-unit facility to show potential buyers.

Koch will review the site plan and contact Jack Unger with the results of her review.

**10. Adjournment: Meeting adjourned at 5:58 p.m.**

Compiled by: \_\_\_\_\_  
Janet Koch, Clerk

Approved: \_\_\_\_\_  
William Drollinger, Chair

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