

Mason County Planning & Zoning Department

102 E. FIFTH STREET
SCOTTVILLE, MICHIGAN 49454
(231) 757-9272 • FAX (231) 757-9253

July 21, 2015

Minutes of the Mason County Planning Commission meeting held at 102 E. Fifth St.,
Scottville, on July 21, 2015 at 7:00 p.m.

MEMBERS PRESENT: Steve Bieniek, Michael Shaw, Tom Hooper, Dennis Dunlap,
Ralph Lundberg, Cary Shineldecker

MEMBERS ABSENT: Doug Robidoux,

OTHERS PRESENT: Trudy Roy, Mary Reilly

The meeting was called to order at 7:00 p.m. by Dennis Dunlap.

A motion was made by Mike Shaw and 2nd by Tom Hooper to accept the minutes of July
6, 2015 as presented. Motion carried, 6 Yes 0 No.

A motion was made by Mike Shaw and 2nd by Tom Hooper to accept the minutes of July
7, 2015 as presented. Motion carried, 6 Yes 0 No.

Addition or deletions to the agenda: None

Conflict of interest: None

Dennis Dunlap opened public comment.

There was no public comment. Dennis Dunlap closed public comment.

Correspondence: None

There was a public hearing for site plan approval for PZ15065, Ludington Professional
Office Building, to be located at 3603 W. US 10 in Amber Township (001-017-033-01).
The owner is going to construct an office building with 3000 sf for medical offices and
4000 sf for professional offices. Mary Reilly presented a staff report. No correspondence
was received for or against.

Mary Reilly presented pictures of the area and a site plan on the overhead screen for the
Board.

Mary Reilly stated the Drain Commissioner went over the site plan with the engineer and
approved the site plan. Ms Reilly stated she has asked for the cost of landscaping for a
bond.

Tom Hooper asked if the parking takes the rental units into consideration.

Mary Reilly stated the parking was based on the dental office and basic

1 retail/professional office (1 space:250 sf of useable). Medical offices' parking is figured a
2 little different than basic retail (1:100). If another dentist wanted to come in there may not
3 be enough room for more parking.

4
5 Mary Reilly stated the owners had talked about a Secretary of State office in front. There
6 is a concern for the traffic volume if there was a Secretary of State office at this location
7 as that use is quite unique.

8
9 A motion was made by Mike Shaw and 2nd by Ralph Lundberg to accept the staff report
10 into record. Motion carried 6 Yes 0 No.

11
12 Dennis Dunlap asked if the owner/applicant for his presentation.

13
14 Brad VanBergen, Winberg Construction, representing the owners mentioned Mary Reilly
15 did a very good job and there is not much to add. Mr. Van Bergen told the Board there is
16 space for more parking and explained.

17
18 Jim Nordlund explained the contours and drainage on the site plan.

19
20 Dennis Dunlap asked Jim Nordlund if the soils were similar to the parcel to the west.

21
22 Jim Nordlund stated they were, dryer soils are toward the front and wetter soils in the
23 rear.

24
25 Cary Shineldecker asked about exterior lighting.

26
27 Jim Nordlund mentioned there were a couple of small lights on the north side of the
28 parking lot.

29
30 Brad VanBergen told the Board the lights will be down directed LED lighting, mainly for
31 staff at night.

32
33 Dennis Dunlap confirmed the notation on night time sky compliance on the site plan
34 asked if there was any public comment.

35
36 Dennis Dunlap closed public hearing.

37
38 A motion was made by Mike Shaw and 2nd by Thomas Hooper to conditionally approve
39 the site plan for the Ludington Professional Building to be located at 3603 W. US 10 in
40 Amber Township based on the findings of the staff report and Section 18.05. Conditions
41 of approval included the owners supplying Mary Reilly with the cost of landscaping for a
42 performance guarantee to be recommended to the Board of Commissioners. Motion
43 carried, 6 Yes 0 No.

44
45 New Business: Mary Reilly asked the Board about continued discussion on the LWEP
46 sound study on 8-4-15. Ms. Reilly explained that a portion of the meeting may be a

1 closed session.

2
3 Dennis Dunlap asked if HGC would be involved. Mary Reilly stated HGC could be
4 involved by phone but not in person.

5
6 Unfinished Business: Mary Reilly stated Ludington Storage LLC had brought the site plan
7 back for the Board with the changes requested at the last meeting. Ms. Reilly went over
8 the site plan pointing out the changes and reviewed the site plan with the Board. Ms.
9 Reilly also mentioned Ludington Storage LLC has requested a variance from the
10 requirement to hook up to sewer and water and irrigated landscaping.

11
12 Steve Bieniek asked about hard pack asphalt and how it is applied.

13
14 There was a discussion on different type hard surfaces and asphalt and how they are
15 applied. The discussion focused on crushed asphalt and what materials and construction
16 practices would be required to ensure that surface would come together to create a "hard
17 surface".

18
19 Mary Reilly read the portion of Section 17.42 Mini Storage dealing with driveways and
20 parking areas and Section 19.05 #6 regarding hard surfacing for general parking areas.

21
22 Cary Shineldecker asked if Section 19.05 #6 in general ordinance applied to mini
23 storage.

24
25 Mary Reilly stated it does because the same language is used "hard-surface"..

26
27 A motion was made by Tom Hooper and 2nd by Cary Shineldecker to approve Ludington
28 Storage LLC site plan after review of revised site plan and based on staff report entered
29 into record at previous meeting [Sections 17.42, 18.05, and 16.05] with the condition that
30 1) "ashphalt, concrete, or double-seal coat" surfacing stated in Section 19.05 #6 of the
31 ordinance is used for driveways in and around the storage units and 2) the variances are
32 approved for water/sewer connection and irrigation requirements. Motion carried, 6 Yes
33 0 No.

34
35 Zoning Directors Report: Mary Reilly asked the board if they would like to take up the
36 Daryl Peterson amendment no 8-18-15. Ms. Reilly mailed a letter to Bruce Sanders and
37 told him he had until 8-4-15 to finalize his site plan for the mud bog pit. Mr. Sanders
38 called and mentioned someone helping him was have health issues. She asked if the
39 board would be open to 8-18-15 as the new deadline [the original hearing was on May
40 19, 2015].

41
42 Tom Hooper mentioned if someone is having health issues the Board could give Mr.
43 Sanders until 8-18-15 to finish site plan. If Mr. Sanders is not finished at that time the
44 Board "will work with what we have and make a decision."

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46 Board agreed.

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Steve Bieniek
Mason Planning Commission Secretary