EMMET COUNTY PLANNING COMMISSION REGULAR MEETING
THURSDAY MAY 7, 2020 - 7:30 PM
VIA ZOOM – SEE CONNECTION DETAILS BELOW

Due to the novel Coronavirus emergency, this meeting will be held remotely and in compliance with the Emmet County emergency procedures resolution and Governor Whitmer’s Executive Orders 2020-48. This meeting is open to the public.

AGENDA

I  Call to Order and Attendance

II Minutes of April 30, 2020 Special Meeting

III Cases

CASES FROM PREVIOUS MEETING

1. PPUDF19-05 Robert Drost, PUD Agreement Amendment, 2157 Howard Rd, Section 17, Bear Creek Township

2. PSPR20-001 Shane David for BRBC Group, Site Plan Review – storage buildings, 7454 Keystone Park Dr, Section 11, Littlefield Township (pending outcome of 4/30 meeting)

3. PSUP20-003 Kyle Wright, Special Use Permit – contractor’s use, 1855 E Bear River Rd, Section 33, Bear Creek Township

4. PSUP20-004 Carrie Frisbie, Special Use Permit – Accessory Building Exceptions, 8700 Blumke Rd, Section 17, Littlefield Township

NEW CASES

5. PSPR20-002 David Firman, Site Plan Review – Amendment, Contractor’s Use, 3529 Howard Rd, Section 20, Bear Creek Township (pending outcome of 4/30 meeting)

6. PSUP20-006 Sean Cook, Special Use Permit, Accessory Building Exception, 8308 E Mitchell Rd, Section 9, Springvale Township

7. PPUDF20-01 MKB Holdings, LLC, Planned Unit Development – Amendment to Final Plan and SITE PLAN REVIEW, 4772 US 131 Hwy, Section 30, Bear Creek Township

8. PSUP20-008 Phillip Kilpatrick, Special Use Permit, campground/travel trailer court, 8037 Canby Rd, Section 21, Bliss Township

9. PPUDF20-02 John Johnson, of Wesney Construction, for Chase Bank, Planned Unit Development – Amendment, Anderson Rd, Section 7, Bear Creek Township

10. PSPR20-005 John Poquette, Site Plan Review, Amendment, 2062 US 131 Hwy, Section 18, Bear Creek Township (pending outcome of 4/30 meeting)

11. PSUP20-005 Scott Slocum from Morton Buildings Inc for Mike McCullough, SPECIAL USE PERMIT-Exception to size standards of accessory buildings, 4950 Wressel Rd, Section 23, Friendship Township

12. PSUP20-009 Jason Thelan for Little Bay Boards LLC, SPECIAL USE PERMIT-Boat, boat accessory sales, boat repair & storage, 355 N Division Rd, Section 4 Bear Creek Township

13. PSPR20-003 Colwell Wangeman, SITE PLAN REVIEW-Airport hangar, 1557 N US 31 Hwy, Section 27, McKinley Township

14. PSPR20-004 Colwell Wangeman, SITE PLAN REVIEW-Airport hangar, 1555 N US 31 Hwy, Section 27, McKinley Township
IV Public Comments

V Other Business

1. Enforcement Report
2. Emmet County Resilient Master Plan 2020
3. Flagpole standards (ZBA review requested)
4. Planning Projects

VI Adjournment

Emmet County is inviting you to a scheduled Zoom meeting.

Topic: Planning Commission Regular Meeting  
Time: May 7, 2020 07:30 PM Eastern Time (US and Canada)  

Join Zoom Meeting https://zoom.us/j/99408165573. Meeting ID: 994 0816 5573  
or call: 1-312-626-6799 and follow the prompts.
TO: BEAR CREEK PLANING COMMISSION

FROM: CHIEF ALFRED L. WELSHEIMER

SUBJECT: SITE PLAN REVIEW

CASE# PPUDF 20-02

I HAVE REVIEWED THE PLAN ISSUE DATED: 3-5-2020
FOR: Chase

LOCATION: 1580 Anderson Rd

After reviewing the site plan found no issue on plans

Alfred L. Welsheimer
Fire Chief
Case # PSUP20-005
A request by Scott Slocum from Morton Buildings Inc for Mike McCullough for a Special Use Permit for an exception to the size standard of an accessory building for 4950 Wressel Rd, Section 23, Friendship Township. The property is tax parcel 24-06-12-23-300-001 and is zoned FF-2 Farm and Forest. The request is to permit an accessory building larger than the allowable 2,400 sq. ft., per Section 22.07 of the Zoning Ordinance.

LOCATION
APPLICATION FOR ZONING ACTION
EMMET COUNTY OFFICE OF PLANNING, ZONING,
AND CONSTRUCTION RESOURCES
3434 HARBOR-PETOSKEY RD, SUITE E, HARBOR SPRINGS, MI 49740
PHONE: (231) 348-1735 FAX: (231) 439-8933 EMAIL: pceo@emmetcounty.org

Date: 2/7/20

Applicant's Name: Morten Buildings Inc. Phone: (269) 370-5271
Applicant's Address: 2256 N Vondyke Brown City MI 48416
Applicant's Email Address: scott.slocum@mortenbuildings.com
Owner's Name: Mike McCullough Phone: (616) 550-9090
Owner's Address: 4073 Grandview Dr
Owner's Email Address: mccullough65@gmail.com

JOB SITE LOCATION:
Township: Friendship Tax Parcel #: 24-06-12 23-300 0 01
Address: 4950 Wressel Rd Harbor Springs

Please make checks payable to: Emmet County

ZONING REQUEST:
Planning Commission:
Special Use Permit
Site Plan Review
Planned Unit Development
Zoning Map Change
Zoning Text Change

REQUIRED USE INFORMATION
Ground floor area main building: 3600 Sq. Ft
Floor Area accessory building: 300 Sq. Ft
Lot/Parcel Size: 0.60 Acres
Site/Plot Plan required*
2 full sized & 14 reduced sized (max 11"x17") site plans required for Planning Commission cases.

Date Submitted
Elevation Drawing
Engineered Drainage Plan
Soil Erosion Permit
Health Dept. Approval/Sewer Taps

Site Inventory
Fire Dept Approval
Wetlands Permit
Road Commission/MDOT Approval

Date Submitted

*Please attach a site/plot plan to show: property dimensions; front, rear, and side yard setbacks; streets, roads, and all buildings on the lot.
Review Section 2405 of the Zoning Ordinance for Site Plan requirements.

As owner/and or applicant representing the owner, I do ☐ do not ☐ authorize Emmet County (staff, appointed board, and/or commissioners, or committee members) to enter upon the subject property for purposes of making inspections related to the project or request identified in this application. If authorized, such inspections or site-walks shall be conducted at reasonable hours and times.

I certify that all the above information is accurate to my fullest knowledge:

Signature of Applicant: McCall
Printed Name of Applicant: Michael McCullough

Required Signature of Property Owner:
Printed Name of Property Owner:

Date:

Scanned with CamScanner
BUILDING USE AFFIDAVIT

We, Michael C. McCullough, make this affidavit to certify the use of the accessory building we wish to construct will be used in the following manner: Personal Storage (Purpose)

The legal description of the property on which the accessory building is to be constructed or altered is located in the:

Town/City/Village of Friendship, County of Emmet, State of Michigan, described as:

Complete legal description:

W 1/2 of SW 1/4 of Section 23, EXC THEREFROM CIR AT SE COR OF W 1/2 OF SW 1/4 OF SD SEC, ±50AFT, TH S 600 FT TD POB.

SECTION 23, T36N, R6W

The address where the accessory building is located is:

4950 W ossel Rd, Harbor Shores, MI 49040

Affiant(s) hereby certify that the accessory building located on the above described property will (will not) be used for commercial purposes.

(circle one)

Date: 2/7/2020

Print name:

Michael C. McCullough

Subscribed and sworn before me this 7th day of February, 2020 personally appeared Michael C. McCullough

Document prepared by:

Ashley E. Lanning, Notary Public

BARRY County, State of MI

Acting in: BARRY County

My commission expires: April 14, 2023

ASHLEY E. LANTINGA

NOTARY PUBLIC, STATE OF MI

COUNTY OF BARRY

MY COMMISSION EXPIRES APR 14, 2023

ACTING IN COUNTY OF BARRY
IMPACT STATEMENT AND
SITE PLAN REVIEW CHECKLIST
Case # Date Received

<table>
<thead>
<tr>
<th>Applicant's Name</th>
<th>Morton Building Inc (Scott Sheum)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subject Property Address</td>
<td>4950 Wossal Rd.</td>
</tr>
<tr>
<td>Subdivision and Lot Number (if Applicable)</td>
<td></td>
</tr>
<tr>
<td>Tax Parcel Number</td>
<td>24-06-12-23-300-001</td>
</tr>
<tr>
<td>Township</td>
<td>Friendship</td>
</tr>
<tr>
<td>Proposed Use of Property</td>
<td>Personal Storage</td>
</tr>
</tbody>
</table>

IMPACT STATEMENT

1. PROJECT DESCRIPTION
Give a description of the proposal:

3600 Accessory Building

2. EXPECTED DEMANDS ON COMMUNITY SERVICES
Explain what the impact will be on the following community services and describe how services will be provided (if applicable):

a. Sanitary Services
   None

b. Domestic Water
   Owner's Well

c. Traffic Volumes
   None

d. Schools
   None

e. Fire Protection
   N/A
3. ENVIRONMENTAL IMPACTS
Include statements relative to the impact of the proposed development on (if applicable):

a. Soil Erosion
   - None

b. Storm Drainage
   - None

c. Shoreline Protection
   - N/A

d. Wildlife
   - None

e. Air Pollution
   - None

f. Water Pollution
   - None

g. Noise
   - None

**CHECKLIST**

<table>
<thead>
<tr>
<th>Basic Map Information</th>
<th>Yes</th>
<th>No</th>
<th>N/A</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposed site location map (indicate sufficient area reference to locate site) May use plat map, Google map or other map to identify parcel.</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Appropriate scale</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date, North Arrow, Street Names (existing and proposed right-of-ways).</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Name, Address and Phone Number of person preparing plan</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property line dimensions</td>
<td>✓</td>
<td></td>
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<table>
<thead>
<tr>
<th>Basic Zoning Information</th>
<th>Yes</th>
<th>No</th>
<th>N/A</th>
<th>Comments</th>
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</thead>
<tbody>
<tr>
<td>Zoning setback lines -Building (including the eave) Setbacks:</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Front: 15d, Side: 52½, Side: Rear/Water</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Location of new building and general floor plan</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dimensions of bldg = 418 x 25, Total sq. ft. = 3,641</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Proposed building elevations (to scale) Max. Height = 17'</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
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</tr>
<tr>
<td>9</td>
<td>All existing structures (labeled) within 100 feet of perimeter property lines</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Surrounding zoning (properties immediate to subject site)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Lot coverage of proposed building = 12'</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Boundaries of existing natural features (trees, lakes, ponds, streams, rock outcroppings, severe topography, wetlands, woodlands, etc.)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Has a wetland permit been applied for?</td>
<td></td>
<td></td>
<td></td>
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</table>

**Natural Features**

<table>
<thead>
<tr>
<th></th>
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<th>Comments</th>
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<tr>
<td>14</td>
<td>Existing topography</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Soil analysis Is it in a Critical Dune Area?</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Site Inventory provided?</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>Are there scenic view considerations?</td>
<td>Yes</td>
<td></td>
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</table>

**Access**

<table>
<thead>
<tr>
<th></th>
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<th></th>
<th>Comments</th>
</tr>
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<tbody>
<tr>
<td>20</td>
<td>Access drive. Width of Right-of-Way =</td>
<td></td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>Road agency approval?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Other Site Requirements**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>22</td>
<td>Affidavit of Use</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

**ADDITIONAL COMMENTS:**

Applicant's Signature: [Signature]

Date: 7/9/20
EMMET COUNTY PLANNING, ZONING, & CONSTRUCTION RESOURCES
3434 Harbor Petoskey Rd. Suite E Harbor Springs, MI 49740
Ph: 231-348-1735 Email: pzc@emmetcountyy.org Web: emmetcountyy.org Fax: 231-439-8933

ZONING PERMIT APPLICATION

Complete all sections of application applicable to the project. Incomplete applications may delay issuance of the permit.

<table>
<thead>
<tr>
<th>JOB LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site Address and/or Street Name: 4950 Wreszel Rd.</td>
</tr>
<tr>
<td>Property Tax ID No.: 06-12-23-390-001</td>
</tr>
<tr>
<td>Township: Friendship</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OWNER INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name, Last Name: Mike McCullough</td>
</tr>
<tr>
<td>Mailing Address: 4023 Grandview Drive</td>
</tr>
<tr>
<td>City/Township: Shelbyville</td>
</tr>
<tr>
<td>State/Zip: MI 49344</td>
</tr>
<tr>
<td>Telephone Number: (616) 550-9090</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>APPLICANT INFORMATION (IF DIFFERENT THAN OWNER)</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name, Last Name or Business Name: Morton Buildings Inc. (Scott Slocum)</td>
</tr>
<tr>
<td>Mailing Address: 7256 N Van Dyke Pk 329</td>
</tr>
<tr>
<td>City/Township: Brown City</td>
</tr>
<tr>
<td>State/Zip: MI 48416</td>
</tr>
<tr>
<td>Telephone Number: (269) 370-5140</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>BUILDING DIMENSIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Width: 48'</td>
</tr>
<tr>
<td>Building Length: 25'</td>
</tr>
<tr>
<td>Number of Stories: 1</td>
</tr>
<tr>
<td>Total Square Feet: 3600</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROPOSED USE OF BUILDING:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
</tr>
<tr>
<td>One Family</td>
</tr>
<tr>
<td>Two - Family</td>
</tr>
<tr>
<td>Multiple-family - # of units:</td>
</tr>
<tr>
<td>Non-residential</td>
</tr>
<tr>
<td>Assembly, Restaurant, etc</td>
</tr>
<tr>
<td>Business, Office, Etc</td>
</tr>
<tr>
<td>Church, Religious, Etc</td>
</tr>
<tr>
<td>Educational, School, Etc</td>
</tr>
<tr>
<td>Factory, Industrial, Etc</td>
</tr>
<tr>
<td>Garage/Accessory Building</td>
</tr>
<tr>
<td>Attached</td>
</tr>
<tr>
<td>Unattached</td>
</tr>
<tr>
<td>Mobile Home</td>
</tr>
<tr>
<td>Agricultural</td>
</tr>
<tr>
<td>Residential Addition</td>
</tr>
<tr>
<td>Parking or Service Garage</td>
</tr>
<tr>
<td>Hotel/Motel - # of Units:</td>
</tr>
<tr>
<td>Institutional, Hospital, Jail, etc.</td>
</tr>
<tr>
<td>Commercial, Store, Retail, etc.</td>
</tr>
<tr>
<td>Agricultural</td>
</tr>
<tr>
<td>Storage, Warehouse, Etc.</td>
</tr>
<tr>
<td>Tower, Bridge, Utility, Etc</td>
</tr>
<tr>
<td>Other</td>
</tr>
</tbody>
</table>

Written description of work and Describe proposed use of building:

Pole Barn - Heated Storage

APPLICANT and OWNER SIGNATURE

Applicant is responsible for payment of all applicable fees and charges to this application and must provide the applicant and property owner signatures below.

I hereby certify that the proposed work described on this application is authorized by the owner of record and that I am the owner or have been authorized by the owner to submit this application. All of the information submitted on this application is accurate to the best of my knowledge. It shall be the duty of the holder of the zoning permit or their duly authorized agent to notify the zoning office when work is ready for inspection. It shall be the duty of the permit holder to provide access to the property for inspections of such work that are required by the Emmet County Zoning Ordinance. When the applicant is a contractor, the owner signature is required in the "Owner Signature" space provided below. In lieu of the owner signature, other documentation verifying approval by the owner for the construction to occur under this permit may be accepted at the discretion of the department staff.

OWNER SIGNATURE (REQUIRED IF APPLICANT IS NOT THE PROPERTY OWNER)

I hereby authorize the Applicant noted above, to perform the work as described on this application, at the job location shown above.

Property Owner Signature (Required):

Print Name: Scott Slocum
Date: 12/20/19

Applicant Signature (If applicant is not the owner):

Print Name: Michael C. McCullough
Date: 12/20/19

Page 1 of 2
Existing house 2000sf  
Existing garage 864sf

50' setback from side lot line

400' setback from road

370'
ZONING EVALUATION FORM
Office of Planning and Zoning
Emmet County, MI

DATE: 04/4/2020

CASE #: PSUP20-005

APPLICANT: Morton Buildings Inc

PROPERTY: 4950 WRESSEL RD

TOWNSHIP: FRIENDSHIP

REQUEST: Special Use Permit – Accessory Building Exception

FACTS:
- The property is zoned FF-2 Farm and Forest.
- The property is approximately 68 acres.
- The proposed building meets the setback standards of the Zoning District (Front = 400'; Sides = 50'; 272'; Rear 2000+).
- Accessory building permitted size = 2,400 sq. ft.; accessory building size proposed = 3,600 sq. ft.
- Location screened from Wressel Road with pines.
- Presumably using existing driveway for access.
- Residence and 1 detached accessory building exist on the property.
- Affidavit of Use indicates personal storage – no commercial use.

ZONING ORDINANCE STANDARDS:

<table>
<thead>
<tr>
<th>Zoning District</th>
<th>Location on the Property</th>
<th>Maximum Ground Floor Area*</th>
</tr>
</thead>
<tbody>
<tr>
<td>R-1, R-2, RR, and SR</td>
<td>Front, Side, or Rear Yard</td>
<td>1,200 Sq. Feet</td>
</tr>
<tr>
<td>FF-1, FF-2, and FR</td>
<td>Front or Side Yard</td>
<td>1,200 Sq. Feet</td>
</tr>
<tr>
<td>FF-1, FF-2, and FR</td>
<td>Rear Yard**</td>
<td>2,400 Sq. Feet</td>
</tr>
</tbody>
</table>

*On a corner lot, i.e. with two front yards, the Zoning Administrator may approve one yard to qualify for an accessory building that meets the size standards for a rear yard accessory building.

**For the purpose of determining the Rear Yard for placement of an accessory building: the rear yard is an area behind the back wall of the main use, or is at a point 250 ft. or farther from the road right-of-way line.

22.01.5 Exceptions

Where it can be demonstrated to the Planning Commission by the applicant that no good purpose would be served by strict compliance with the provisions of this Section 22.01, the Planning Commission may waive or modify said standards subject to a Public Hearing and approval of the Site Plan by the Planning Commission and notifications to adjoining property owners as required for a Special Land Use.
Draft Motions:

To **approve** Case #PSUP20-005, Morton Buildings Inc (Scott Slocum) for Mike McCullough for a Special Use Permit for an Exception to the size standards of an accessory building on property located at 4950 Wressel Rd, Section 23 of Friendship Township on tax parcel 24-06-12-23-300-001, as shown on the site plan dated March 30, 2020 because the standard of Section 2102-17 have been met based on the facts presented in this case and no good purpose would be served by strict compliance with the size standards of the Ordinance because of the deep setback and screening provided and on condition that the building be used for personal use, and an affidavit of use be filed with the Register of Deeds prior to issuance of a zoning permit, and the building may be a single story as shown on the elevation plan (other conditions or statement of facts may be inserted here).

To **deny** Case #PSUP20-005, Morton Buildings Inc (Scott Slocum) for Mike McCullough for a Special Use Permit for an Exception to the size standards of an accessory building on property located at 4950 Wressel Rd, Section 23 of Friendship Township on tax parcel 24-06-12-23-300-001, as shown on the site plan dated March 30, 2020 for the following reasons: (list reasons).
REQUEST

Case #PSUP20-009 A request by Jason Thelen for Little Bay Boards LLC for a Special Use Permit for a boat, boating accessory sales, boat repair and storage facility to be located at 355 N Division Road, Section 4, Bear Creek Township. The property is zoned B-2 General Business and is tax parcel 01-19-04-100-010. The proposal is to change the use from a food manufacturing facility and reuse the existing building for wooden paddle board building and sales. The request is per Articles 11, 19, 20, 21, 22 & 24 of the Zoning Ordinance.

LOCATION
APPLICATION FOR ZONING ACTION
EMMET COUNTY OFFICE OF PLANNING, ZONING,
AND CONSTRUCTION RESOURCES
3434 HARBOR-PETOSKEY RD, SUITE E, HARBOR SPRINGS, MI 49740
PHONE: (231) 348-1735 FAX: (231) 439-8933 EMAIL: pzcr@emmetcounty.org

Applicant's Name: Little Bay Boards, LLC
Applicant's Address: 103 E Sheridan Street, Petoskey, MI 49770
Applicant's Email Address: @
Owner's Name: Jason Thelan
Owner's Address: 9680 Artesian Ln., Petoskey, MI 49770
Owner's Email Address: @

JOB SITE LOCATION:
Township: Bear Creek
Address: 355 Division Rd.
Tax Parcel #: 24-01-19-04-100-010

ZONING REQUEST:
Planning Commission:
Special Use Permit
Site Plan Review
Planned Unit Development
Zoning Map Change
Zoning Text Change

Describe Request:
Request approval under Boat and Boating Accessory
Sales, and Boat Repair & Storage.
For manufacturing and sales of wood stand up paddleboards.

*Required Information:
Ground floor area main building: 10,800 Sq. Ft.
Floor area accessory building: 0 Sq. Ft.
Lot/Parcel Size: 7.03 Acres 30,600 Sq. Ft.

Site/Plot Plan required*
2 full sized & 14 reduced sized (max 11"x17")
site plans required for Planning Commission cases.

Elevation Drawing
Engineered Drainage Plan
Soil Erosion Permit
Health Dept. Approval/
Sewer Taps
Date Submitted

Site Inventory
Fire Dept Approval
Wetlands Permit
Road Commission/
MDOT Approval
Date Submitted

Other:
As owner/and or applicant representing the owner, I do O do not O authorize Emmet County (staff, appointed board, and/or commissioners, or committee members) to enter upon the subject property for purposes of making inspections related to the project or request identified in this application. If authorized, such inspections or site-walks shall be conducted at reasonable hours and times.

I certify that all the above information is accurate to my fullest knowledge:

Signature of Applicant: Jason Thelan
Printed Name of Applicant: Jason Thelan
Date: April 9, 2020

*Required Information:
Signature of Property Owner
Printed Name of Property Owner
Date
### Subject Property Address
355 Division Road

### Subdivision and Lot Number (If Applicable)
01-19-04-100-01

### Tax Parcel Number:
24-0-0

### Township
Bear Creek

### Proposed Use of Property
Manufacture and sell wood stand up paddleboards.

### Proposed Number of Employees
5

### SITE PLAN REVIEW CHECKLIST

<table>
<thead>
<tr>
<th>Basic Map Information</th>
<th>Yes</th>
<th>No</th>
<th>N/A</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Proposed site location map (indicate sufficient area reference to locate site) May use plat map, Google map or other map to identify parcel.</td>
<td>☐</td>
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<tr>
<td>2 Appropriate scale</td>
<td>☐</td>
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<tr>
<td>3 Date, North Arrow, Street Names (existing and proposed rights-of-way)</td>
<td>☐</td>
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<td></td>
</tr>
<tr>
<td>4 Name, Address and Phone Number of person preparing plan</td>
<td>☐</td>
<td>☐</td>
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</tr>
<tr>
<td>5 Property line dimensions</td>
<td>☐</td>
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</tbody>
</table>

### Basic Zoning Information

<p>| Zoning setback lines -Building (including the eave) Setbacks: Front_____Side_____Side_____Rear/Water_____ | ☐ | ☐ | ☑ | |
| Distance between buildings (nearest point to nearest point) | ☐ | ☐ | ☑ | |
| Location of new buildings and general floor plan Dimensions of bldg(s) =<em><strong><strong>x_____Total sq ft. =</strong></strong></em>_____ | ☐ | ☐ | ☑ | |
| Proposed building elevations (to scale) Max. Height =__________ | ☐ | ☐ | ☑ | |
| All existing structures (labeled) within 100 feet of perimeter property lines | ☐ | ☐ | ☑ | |
| Multiple housing units -Number of units =<strong><strong><strong><strong><strong>, composition (efficiency, one bedroom, two, three) | ☐ | ☐ | ☑ | |
| Surrounding zoning (properties immediate to subject site) | ☐ | ☐ | ☑ | |
| Lot coverage of proposed buildings =</strong></strong></strong></strong></strong> | ☐ | ☐ | ☑ | |</p>
<table>
<thead>
<tr>
<th>Natural Features</th>
<th>yes</th>
<th>No</th>
<th>N/A</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>14 Boundaries of existing natural features (trees, lakes, ponds, streams, rock</td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>outcroppings, severe topography, wetlands, woodlands, etc.)</td>
<td></td>
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<tr>
<td>15 Has a wetland permit been applied for?</td>
<td></td>
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<td>✓</td>
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<tr>
<td>16 Existing topography</td>
<td></td>
<td></td>
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<tr>
<td>17 Soil analysis Is it in a Critical Dune Area?</td>
<td></td>
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<td></td>
<td>✓</td>
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<tr>
<td>18 Site Inventory provided?</td>
<td></td>
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</tr>
<tr>
<td>19 Are there scenic view considerations?</td>
<td></td>
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<td>✓</td>
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<tr>
<td><strong>Drainage / Parking/ Roads</strong></td>
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<tr>
<td>20 Access drives, internal roads (note public or private) service roads. Width</td>
<td></td>
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<tr>
<td>of Right-of-Way =</td>
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<tr>
<td>21 Loading/unloading, service areas</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>22 Sidewalks, paths, and trails (internal and public within road right-</td>
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<td>✓</td>
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<tr>
<td>of-ways).</td>
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<tr>
<td>23 Acceleration/deceleration lanes</td>
<td></td>
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<td>✓</td>
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<tr>
<td>24 Road agency approval?</td>
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<td>✓</td>
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<tr>
<td>25 Parking areas (dimensioned typical parking space, maneuvering lanes)</td>
<td></td>
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<td>✓</td>
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<tr>
<td>26 Parking spaces required____, parking spaces actual____ Handicap parking</td>
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<td>✓</td>
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<tr>
<td>location and number____</td>
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<tr>
<td>27 Required landscaping in parking areas</td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>28 Snow storage/snow management plan</td>
<td></td>
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<td>✓</td>
</tr>
<tr>
<td>29 Dumpster location, screening indication</td>
<td></td>
<td></td>
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<td>✓</td>
</tr>
<tr>
<td>30 Existing easements (utility, access) within site limits</td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>31 Location of Water/well, Sewer/septic, and stormwater</td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>32 Site grading and drainage plan (on-site elevations for pavements, drives,</td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>roads, parking lots, curbs, sidewalks and finished grades at building</td>
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<tr>
<td>facades) Attach a sealed Engineered Drainage Plan.</td>
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<tr>
<td></td>
<td>Estimated cost of drainage work.</td>
<td></td>
<td>Yes</td>
<td>No</td>
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<td>33</td>
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<td></td>
<td>Proposed retention/detention sedimentation ponds</td>
<td>☑</td>
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<table>
<thead>
<tr>
<th>Other Site Requirements</th>
<th>Yes</th>
<th>No</th>
<th>N/A</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>35 Proposed landscaping (required greenbelts, plant materials/size and type, fences, retaining walls, earthberms, etc.)</td>
<td>☑</td>
<td></td>
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<tr>
<td>36 Location of outdoor lights, pole heights, bollards, building attached, luminary shielding techniques*</td>
<td>☑</td>
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<tr>
<td>37 Location of sign(s)*</td>
<td>☑</td>
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<tr>
<td>38 Site amenities (play area, pools, beaches, tennis courts, etc.).</td>
<td>☑</td>
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<tr>
<td>39 Impact Statement attached?</td>
<td>☑</td>
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<tr>
<td>40 Fire Department approval?</td>
<td>☑</td>
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<td>41 Fire hydrants and fire vehicle access.</td>
<td>☑</td>
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<tr>
<td>42 Road Agency approval?</td>
<td>☑</td>
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<tr>
<td>43 Health agency approval?</td>
<td>☑</td>
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<td>44 Army Corps of Engineers approval?</td>
<td>☑</td>
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<tr>
<td>45 Michigan Department of Environmental Quality approval?</td>
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</tbody>
</table>

*Signs and lights will need to be approved by the Emmet County Sign and Lighting Committee.

ADDITIONAL COMMENTS:

April 9, 2020

Applicants Signature
IMPACT STATEMENT
FOR SITE PLAN REVIEW

APPLICANT'S
NAME Little Bay Boards, LLC

PHONE NUMBER 231-838-8451

PROJECT TITLE
Little Bay Boards

PROPERTY TAX ID
# 0

TOWNSHIP Bear Creek

DIRECTIONS TO APPLICANT
BElOW ARE THE REQUIREMENTS TO CONFORM TO SECTION 20.04, IMPACT STATEMENT, OF THE EMMET COUNTY ZONING ORDINANCE #15.1. THESE ITEMS MUST BE ADDRESSED AND SUBMITTED WITH THE SITE PLAN AT LEAST 24 DAYS PRIOR TO THE PLANNING COMMISSION MEETING IN ORDER TO BE PLACED ON THE FOLLOWING MONTH'S AGENDA. (REGULAR MEETING DATE IS THE FIRST THURSDAY OF THE MONTH.) ITEMS LISTED ARE MINIMUM REQUIREMENTS, AND ADDITIONAL INFORMATION MAY BE SUBMITTED TO DESCRIBE THE PROJECT IMPACT.

1. PROJECT DESCRIPTION
Give a description of the proposed development including: Site area, number of proposed lots and/or units, population density, other pertinent population data, vehicle traffic, and related.

We plan on utilizing the existing building only. Building was most recently used by Kilwin's to manufacture and warehouse confections, as well as sell confections retail. Intended use is to manufacture wood, hollow-core stand up paddleboards. Also, approximately 800 SF (8% of total SF) in the southeast corner of the building would be used as a retail store that sells the paddle boards, paddles, and other accessories and logo gear.
2. EXPECTED DEMANDS ON COMMUNITY SERVICES
Explain what the impact will be on the following community services and describe how services will be provided (if applicable):

a. **Sanitary Services**
   No change.

b. **Domestic Water**
   No change.

c. **Traffic Volumes**
   No change.

d. **Schools**
   No change.

e. **Fire Protection**
   No overall change expected.

3. ENVIRONMENTAL IMPACTS
Include statements relative to the impact of the proposed development on (if applicable):

a. **Soil Erosion**
   No change.

b. **Storm Drainage**
   No change.

c. **Shoreline Protection**
   No change.

d. **Wildlife**
   No change.

e. **Air Pollution**
   No change.

f. **Water Pollution**
   No change.

g. **Noise**
   Could possibly hear when a saw or sander is running, but minimal.
ZONING EVALUATION FORM
Office of Planning and Zoning
Emmet County, MI

DATE: 04/22/2020          CASE #: PSUP20-009

APPLICANT: Little Bay Boards, LLC

PROPERTY: 355 N DIVISION RD

TOWNSHIP: BEAR CREEK

REQUEST: Special Use Permit - Change of Use

FACTS:
- The property is 0.57 acres zoned B-2 General Business.
- The property was originally a warehouse for Montgomery Wards (approved in 1973). A site plan amendment for Kilwin’s Factory was approved in 1984.
- Food/beverage bottling and packaging is the only manufacturing business permitted, as a special land use, in the B-2 Zoning District.
- The proposal is to use the existing building to build wooden stand-up paddle boards with sales area all within the building.
- The proposal was advertised as a Special Land Use for boating accessory use.
- The site is adjacent to other business uses.
- The parking is existing. Six parking spaces provided. Six parking spaces seems to be required.
- No outdoor storage or display proposed or currently allowed.
- No changes to the building exterior proposed.
- No dumpster is shown on the plan. If used, a dumpster would need to be properly screened.
- Signage would need to comply with current standards.
- Road Commission review would not appear to be needed – using existing access.

ZONING ORDINANCE STANDARDS:

Section 20.05 Site Plan Review Standards

The Planning Commission shall approve, or approve with conditions, an application for a site plan only upon a finding that the proposed site plan complies with all applicable provisions of this Ordinance and the standards and considerations listed below unless the Planning Commission waives a particular standard upon a finding that the standard is not applicable to the proposed development under consideration and the waiver of that standard will not be significantly detrimental to surrounding property or to the intent of the Ordinance.

A. COMPLIANCE WITH DISTRICT REQUIREMENTS: The site plan shall comply with the district requirements for minimum floor space, height of building, lot size, yard space, density and all other requirements as set forth in the Zoning Ordinance, unless otherwise provided. All existing.
B. VEHICULAR AND PEDESTRIAN CIRCULATION: Safe, convenient, uncontested, and well-defined vehicular and pedestrian circulation shall be provided for ingress/egress points and within the site. A pedestrian circulation system shall be provided and shall be as insulated as completely as reasonably possible from the vehicular circulation system. Drives, streets and other circulation routes shall be designed to promote safe and efficient traffic operations within the site and at ingress/egress points. The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pedestrian or bicycle pathways in the area. Streets and drives which are part of an existing or planned street pattern which serves the project area shall be capable of safely and effectively accommodating the traffic volume and pattern proposed by the project. Where possible, shared commercial access drives shall be encouraged.

No new parking areas proposed.

C. EMERGENCY VEHICLE ACCESS: All buildings or groups of buildings shall be so arranged as to permit emergency vehicle access by some practical means to all sides.

All existing.

D. LOADING AND STORAGE: All loading and unloading areas and outside storage areas which face or are visible from residential districts or public thoroughfares, shall be screened, by a vertical screen consisting of structural or plant materials of sufficient height to obscure the direct view from adjacent first floor elevations. The site plan shall provide for adequate storage space for the use therein.

All existing.

E. SNOW STORAGE: Proper snow storage areas shall be provided so to not adversely affect neighboring properties, vehicular and pedestrian clear vision, and parking area capacity.

No change.

F. BUFFERS: To provide reasonable visual and sound privacy, buffer techniques, screening, fences, walls, greenbelts, and landscaping may be required by the Planning Commission in pursuance of the objectives of this Section and/or as a condition of the establishment of the proposed use.

No residential uses adjacent.

G. DRAINAGE: Storm water drainage plans shall address flows onto the site from adjacent sites and roads, storm water impact on the site (soils, impervious surfaces, potential impervious surface, retention ponds, detention ponds, and related management facilities as appropriate), and the storm water outfall, or flow control into adjacent drainage courses, ditches and the like.

No changes proposed.

H. SPACES, RIGHTS-OF-WAY, EASEMENTS: Spaces, rights-of-way, easements, and related site plan elements needed to serve the proposed use or development for such services as fire protection, sanitary sewers, water supplies, solid waste, storm drainage systems, and related.
I. WASTE RECEPTACLES: Waste receptacle and enclosure requirements
None shown.

J. MECHANICAL OR ELECTRICAL EQUIPMENT: Mechanical or electrical equipment requirements.
None shown.

Draft Motions:

To approve Case #PSUP20-009, Jason Thelen for Little Bay Boards LLC for a Special Use Permit for a boat, boating accessory sales, boat repair and storage facility to be located at 355 N Division Road, Section 4, Bear Creek Township. The property is zoned B-2 General Business and is tax parcel 01-19-04-100-010. The approval allows a change in use from a food manufacturing facility and reuse the existing building for wooden paddle board building and sales. There are no changes to the exterior of the building or site, the proposal meets the standards of Articles 11, 19, 20, 21, 22 & 24 of the Zoning Ordinance with the condition that the outdoor lighting be brought into compliance with shielding, that a dumpster if used, be screened as required by the Zoning Ordinance, no outdoor display is permitted and the new sign be brought into compliance with the Zoning Ordinance. (other conditions or statement of facts may be inserted here).

To deny #PSUP20-009, Jason Thelen for Little Bay Boards LLC for a Special Use Permit for a boat, boating accessory sales, boat repair and storage facility to be located at 355 N Division Road, Section 4, Bear Creek Township. The property is zoned B-2 General Business and is tax parcel 01-19-04-100-010 for the following reasons: (list reasons).
REQUEST

PSPR20-003
A request by Colwell Wangeman for Site Plan Review for an airplane hangar at the Pellston Regional Airport located at 1557 N US 31 Hwy, Section 27, McKinley Township. The property is zoned I-2 General Industrial with a Planned Unit Development-I Overlay and is tax parcel 24-10-10-27-100-001. The request is per Articles 15, 17, 19, 20, 21 and 22 of the Zoning Ordinance.

LOCATION
**APPLICATION FOR ZONING ACTION**
EMMET COUNTY OFFICE OF PLANNING, ZONING, AND CONSTRUCTION RESOURCES
3434 HARBOR-PETOSKEY RD, SUITE E, HARBOR SPRINGS, MI 49740
PHONE: (231) 348-1735 FAX: (231) 439-8933 EMAIL: pzer@emmetcounty.org

**DATE RECEIVED** $150.00

**FEE**

PLEASE MAKE CHECKS PAYABLE TO: EMMET COUNTY

<table>
<thead>
<tr>
<th>Applicant's Name</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Colwell Wangelin</td>
<td>231-347-8112</td>
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<table>
<thead>
<tr>
<th>Applicant's Address</th>
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<tbody>
<tr>
<td>401 Old State Rd</td>
<td>Boyne City</td>
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<tr>
<th>Applicant's Email Address</th>
<th></th>
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<tbody>
<tr>
<td><a href="mailto:cwctazz@rcczoo.com">cwctazz@rcczoo.com</a>@</td>
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<th>Owner's Name</th>
<th>Phone</th>
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<tr>
<td>Emmet County</td>
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**JOB SITE LOCATION:**
Township: McNivenley Tax Parcel #: 24-1-0-1-0-27-1 00-00-1

Address: 1557 N US-31 Hwy Pellston, MI

**ZONING REQUEST:**
- Special Use Permit
- Site Plan Review
- Planned Unit Development
- Zoning Map Change
- Zoning Text Change

**REQUIRED USE INFORMATION**
- Ground floor area main building: 6,400 Sq. Ft.
- Floor Area accessory building: Sq. Ft.
- Lot/Parcel Size: Acres Sq. Ft.
- Site/Plot Plan required*
- 2 full sized & 14 reduced sized (max 11"x17") site plans required for Planning Commission cases.

<table>
<thead>
<tr>
<th>Elevation Drawing</th>
<th>Date Submitted</th>
<th>Site Inventory</th>
<th>Date Submitted</th>
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<tr>
<th>Engineered Drainage Plan</th>
<th>Date Submitted</th>
<th>Fire Dept Approval</th>
<th>Date Submitted</th>
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<tr>
<th>Soil Erosion Permit</th>
<th>Date Submitted</th>
<th>Wetlands Permit</th>
<th>Date Submitted</th>
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<tr>
<th>Health Dept. Approval/ Sewer Taps</th>
<th>Date Submitted</th>
<th>Road Commission/ MDOT Approval</th>
<th>Date Submitted</th>
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**Other:**
As owner/and or applicant representing the owner, authorize Emmet County (staff, appointed board, and/or commissioners, or committee members) to enter upon the subject property for purposes of making inspections related to the project or request identified in this application. If authorized, such inspections or site-walks shall be conducted at reasonable hours and times.

I certify that all the above information is accurate to my fullest knowledge:

**Signature of Applicant**

**Printed Name of Applicant**

**Date**

**Required Signature of Property Owner**

**Printed Name of Property Owner**

**Date**

*Required
Subject Property Address: 1557 N US-31 Hwy, Pellston, MI
Subdivision and Lot Number (If Applicable): 
Tax Parcel Number: 24-10-10-27-100-001
Township: Mackinley
Proposed Use of Property: Hangar
Proposed Number of Employees: 0

<table>
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<tr>
<th>CHECKLIST</th>
<th>Yes</th>
<th>No</th>
<th>N/A</th>
<th>Comments</th>
</tr>
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<tbody>
<tr>
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<td>☐</td>
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<td>5. Property line dimensions</td>
<td>☐</td>
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<td>✔️</td>
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</tr>
<tr>
<td>6. Zoning setback lines -Building (including the eave) Setbacks: Front _____ Side _____ Rear/Water _____</td>
<td>☐</td>
<td>☐</td>
<td>✔️</td>
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<tr>
<td>7. Distance between buildings (nearest point to nearest point)</td>
<td>✔️</td>
<td>☐</td>
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<tr>
<td>8. Location of new buildings and general floor plan Dimensions of bldg(s) = <strong>x</strong> Total sq.ft. = 6,100</td>
<td>✔️</td>
<td>☐</td>
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<tr>
<td>9. Proposed building elevations (to scale) Max. Height = 28</td>
<td>✔️</td>
<td>☐</td>
<td>☐</td>
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<td>10. All existing structures (labeled) within 100 feet of perimeter property lines</td>
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<td>☐</td>
<td>☐</td>
<td>✔️</td>
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<td>13. Lot coverage of proposed buildings = ___________</td>
<td>☐</td>
<td>☐</td>
<td>✔️</td>
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<tr>
<td><strong>Natural Features</strong></td>
<td>Yes</td>
<td>No</td>
<td>NA</td>
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<td>Estimated cost of drainage work.</td>
<td></td>
<td></td>
<td>DON'T KNOW</td>
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<td>34</td>
<td>Proposed retention/detention sedimentation ponds</td>
<td>✓</td>
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### Other Site Requirements

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<tr>
<th></th>
<th>Proposed landscaping (required greenbelts, plant materials/size and type, fences, retaining walls, earthberms, etc.)</th>
<th>Yes</th>
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<td>36</td>
<td>Location of outdoor lights, pole heights, bollards, building attached, luminary shielding techniques*</td>
<td></td>
<td></td>
<td>✓</td>
<td>NONE, OTHER THAN ON BUILDING</td>
</tr>
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<td>37</td>
<td>Location of sign(s)*</td>
<td></td>
<td></td>
<td>✓</td>
<td>NON E</td>
</tr>
<tr>
<td>38</td>
<td>Site amenities (play area, pools, beaches, tennis courts, etc.)</td>
<td></td>
<td></td>
<td>✓</td>
<td></td>
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<tr>
<td>39</td>
<td>Impact Statement attached?</td>
<td>✓</td>
<td></td>
<td></td>
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<td>40</td>
<td>Fire Department approval?</td>
<td></td>
<td></td>
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<td>41</td>
<td>Fire hydrants and fire vehicle access.</td>
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<td>Road Agency approval?</td>
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<td>43</td>
<td>Health agency approval?</td>
<td></td>
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<td>Army Corps of Engineers approval?</td>
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<td>45</td>
<td>Michigan Department of Environmental Quality approval?</td>
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*Signs and lights will need to be approved by the Emmet County Sign and Lighting Committee.

**ADDITIONAL COMMENTS:**

---

Applicants Signature

3.5.2020

Date
IMPACT STATEMENT
FOR SITE PLAN REVIEW

APPLICANT'S NAME: Colwell WANGEMAN CASE#: PSPR 20-003
PHONE NUMBER: 231-347-8112 DATE: 3.5.2020

PROJECT TITLE: CALIZ HANGAR

PROPERTY TAX ID: #10-10-27-100-001 TOWNSHIP: McKINLEY

DIRECTIONS TO APPLICANT
BELOW ARE THE REQUIREMENTS TO CONFORM TO SECTION 20.04, IMPACT STATEMENT, OF THE EMMET COUNTY ZONING ORDINANCE #15.1. THESE ITEMS MUST BE ADDRESSED AND SUBMITTED WITH THE SITE PLAN AT LEAST 24 DAYS PRIOR TO THE PLANNING COMMISSION MEETING IN ORDER TO BE PLACED ON THE FOLLOWING MONTH'S AGENDA. (REGULAR MEETING DATE IS THE FIRST THURSDAY OF THE MONTH.) ITEMS LISTED ARE MINIMUM REQUIREMENTS, AND ADDITIONAL INFORMATION MAY BE SUBMITTED TO DESCRIBE THE PROJECT IMPACT.

1. PROJECT DESCRIPTION
Give a description of the proposed development including: Site area, number of proposed lots and/or units, population density, other pertinent population data, vehicle traffic, and related.

6,400 SQ FT METAL BUILDING FOR PRIVATE HANGAR.

SEE SITE PLAN.
2. EXPECTED DEMANDS ON COMMUNITY SERVICES
Explain what the impact will be on the following community services and describe how services will be provided (if applicable):

a. Sanitary Services
   NONE

b. Domestic Water
   NONE

c. Traffic Volumes
   NONE

d. Schools
   NONE

e. Fire Protection
   ACCESS PROVIDED AROUND BUILDING

3. ENVIRONMENTAL IMPACTS
Include statements relative to the impact of the proposed development on (if applicable):

a. Soil Erosion
   NONE

b. Storm Drainage
   CONTROLLED ON-SITE

c. Shoreline Protection
   N/A

d. Wildlife
   NONE

e. Air Pollution
   LOW USE HANGAR

f. Water Pollution
   NONE

g. Noise
   YES, AIRPORT NOISE EXPECTED
Calk Hangar -
South Elevation

70' W x 21' H -
Hydraulic Door

26' Peak
12
0.5
80'

26' Eave
NOTE:

Topographic surveying was performed in Feb 2023 with tack layout. Present surveying is not to scale and may be subject to error.
ZONING EVALUATION FORM
Office of Planning and Zoning
Emmet County, MI

DATE: 04/22/2020       CASE #: PSPR20-003

APPLICANT: Colwell Wangeman Construction Inc (Calk Hangar)

PROPERTY: 1557 N US 31 HWY

TOWNSHIP: MC KINLEY

REQUEST: Site Plan Review – airplane hangar

FACTS:
- The property is over 800 acres owned by Emmet County and the location of the Pellston Regional Airport.
- The property is zoned I-2 General Industrial, FF-1 Farm and Forest and R-2B General Residential with a PUD-1 Planned Unit Development overlay.
- The proposed use is airplane hangar.
- The proposed building is 6,400 sq.ft. (80'x80').
- Uses on the property are all related to the airport use. The use is within the secure area of the airport.
- Drainage plan has been provided. Cost of drainage work not provided.
- The elevation of the building is proposed to be 27' which meets the standards of the Zoning Ordinance.
- No parking is proposed in conjunction with this building.
- No new access from a public road is proposed.
- No signs have been proposed.
- Outdoor lighting proposed on exterior of building – will require full cut-off.
- Building meets setback standards.

ZONING ORDINANCE STANDARDS:

Section 20.05 Site Plan Review Standards

The Planning Commission shall approve, or approve with conditions, an application for a site plan only upon a finding that the proposed site plan complies with all applicable provisions of this Ordinance and the standards and considerations listed below unless the Planning Commission waives a particular standard upon a finding that the standard is not applicable to the proposed development under consideration and the waiver of that standard will not be significantly detrimental to surrounding property or to the intent of the Ordinance.

A. COMPLIANCE WITH DISTRICT REQUIREMENTS: The site plan shall comply with the district requirements for minimum floor space, height of building, lot size, yard space, density and all other requirements as set forth in the Zoning Ordinance, unless otherwise provided.
Appear to be met.

B. VEHICULAR AND PEDESTRIAN CIRCULATION: Safe, convenient, uncontested, and well-defined vehicular and pedestrian circulation shall be provided for ingress/egress points and within the site. A pedestrian circulation system shall be provided and shall be as insulated as completely as reasonably possible from the vehicular circulation system. Drives, streets and other circulation routes shall be designed to promote safe and efficient traffic operations within the site and at ingress/egress points. The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pedestrian or bicycle pathways in the area. Streets and drives which are part of an existing or planned street pattern which serves the project area shall be capable of safely and effectively accommodating the traffic volume and pattern proposed by the project. Where possible, shared commercial access drives shall be encouraged.

1. Walkways from parking areas to building entrances

No new parking areas proposed.

C. EMERGENCY VEHICLE ACCESS: All buildings or groups of buildings shall be so arranged as to permit emergency vehicle access by some practical means to all sides.

No Fire Chief review provided.

D. LOADING AND STORAGE: All loading and unloading areas and outside storage areas which face or are visible from residential districts or public thoroughfares, shall be screened, by a vertical screen consisting of structural or plant materials of sufficient height to obscure the direct view from adjacent first floor elevations. The site plan shall provide for adequate storage space for the use therein.

N/A.

E. SNOW STORAGE: Proper snow storage areas shall be provided so to not adversely affect neighboring properties, vehicular and pedestrian clear vision, and parking area capacity.

Adequate for site.

F. BUFFERS: To provide reasonable visual and sound privacy, buffer techniques, screening, fences, walls, greenbelts, and landscaping may be required by the Planning Commission in pursuance of the objectives of this Section and/or as a condition of the establishment of the proposed use.

No residential uses adjacent (or within 200').

G. DRAINAGE: Storm water drainage plans shall address flows onto the site from adjacent sites and roads, storm water impact on the site (soils, impervious surfaces, potential impervious surface, retention ponds, detention ponds, and related management facilities as appropriate), and the storm water outfall, or flow control into adjacent drainage courses, ditches and the like.

The drainage plan shall indicate the manner in which surface drainage is to be disposed of. This may require making use of the existing ditches, natural watercourses, or constructing tributaries, but shall not result in storm water that exits
the detention pond and/or property site at an erosive velocity. Additional hard surfaces proposed for a site must provide for detention and/or retention. The minimum requirements for retention and detention facilities are as follows: For sandy sites the volume of retention and/or detention shall be equal to the volume of 1 and 1/2" of water depth multiplied by the area of additional hard surface. For all sites other than sand, the volume of the retention and/or detention shall be equal to the volume generated from 2" of water depth multiplied by the area of additional hard surface. Both detention and retention facilities must be designed to assure that water is released within 72 hours. Detention facilities are to have a pipe no larger than 4" exiting the ponds at a grade no greater than 1%.

All storm water drainage plans shall be sealed by a Michigan Registered Professional Civil Engineer. The Planning Commission may waive the requirement, defer the requirement, or determine that a fully engineered storm drainage plan is not necessary, or can be deferred to a future date. Improvement guarantees shall be required, unless waived by the Planning Commission, for all storm water drainage plans in the form and amount acceptable by the Planning Commission to guarantee completion of the project in accordance with the conditions of the zoning permit. The performance guarantee will be released upon final inspection and approval by the Zoning Administrator, and receipt of sealed as built plans for storm water drainage.

Storm water retention basins designed to keep a fixed pool of water shall include one or more of the following safety features: 1) safety ledge(s) at least (10) feet wide at the basin perimeter, 2) vegetation surrounding the basin to discourage wading, or 3) fencing to prevent unauthorized access to basin.

Sandy, for the purpose of this Section, shall be defined as soils that meet a percolation rate consistent with the Emmet County Sanitary Code of 0 to 15 minutes.

Plan submitted. No estimated cost provided.

H. SPACES, RIGHTS-OF-WAY, EASEMENTS: Spaces, rights-of-way, easements, and related site plan elements needed to serve the proposed use or development for such services as fire protection, sanitary sewers, water supplies, solid waste, storm drainage systems, and related.

I. WASTE RECEPACLES: Waste receptacle and enclosure requirements

None shown.

J. MECHANICAL OR ELECTRICAL EQUIPMENT: Mechanical or electrical equipment requirements.

None shown.

Draft Motions:

To approve Case #PSPR20-003, Colwell Wangeman for Site Plan Review for an airplane hangar at the Pellston Regional Airport located at 1557 N US 31 Hwy, Section 27, McKinley Township on property zoned I-2 General Industrial with a Planned Unit Development-1 Overlay, being tax parcel 24-10-10-27-100-001. Approval is based on the facts presented in this case, because the proposal meets the standards of Articles 15, 17, 19, 20, 21 and 22 of the Zoning Ordinance, as shown on the site plan dated 3.6.20 and on condition that any
exterior lighting be full cut-off and a performance guarantee in the amount of $XX be submitted prior to issuance of a zoning permit, and (other conditions or statement of facts may be inserted here).

To deny Case #PSPR20-003, Colwell Wangeman for Site Plan Review for an airplane hangar at the Pellston Regional Airport located at 1557 N US 31 Hwy, Section 27, McKinley Township on property zoned I-2 General Industrial with a Planned Unit Development-1 Overlay, being tax parcel 24-10-10-27-100-001, as shown on the site plan dated 3.6.20 for the following reasons: (list reasons).

To postpone Case #PSPR20-003, Colwell Wangeman for Site Plan Review for an airplane hangar at the Pellston Regional Airport located at 1557 N US 31 Hwy, Section 27, McKinley Township on property zoned I-2 General Industrial with a Planned Unit Development-1 Overlay, being tax parcel 24-10-10-27-100-001 as shown on the site plan dated 3.6.20 to allow time for the applicant to provide a complete site plan.
Calk Hangar -
South Elevation

28' Peak
12
0.5

70' W x 21' H -
Hydraulic Door

80'

26' Eave
REQUEST

PSPR20-004
A request by Colwell Wangeman for Site Plan Review for an airplane hangar at the Pellston Regional Airport located at 1555 N US 31 Hwy, Section 27, McKinley Township. The property is zoned I-2 General Industrial with a Planned Unit Development-1 Overlay and is tax parcel 24-10-10-27-100-001. The request is per Articles 15, 17, 19, 20, 21 and 22 of the Zoning Ordinance.

LOCATION
APPLICATION FOR ZONING ACTION
EMMET COUNTY OFFICE OF PLANNING, ZONING, AND CONSTRUCTION RESOURCES
3434 HARBOR-PETOSKEY RD, SUITE E, HARBOR SPRINGS, MI 49740
PHONE: (231) 348-1735 FAX: (231) 439-8933 EMAIL: pzer@emmetcounty.org

MAR 06 2020

DATE RECEIVED $ 150.00

APPLICATION # 3-06-20

PLEASE MAKE CHECKS PAYABLE TO: EMMET COUNTY

APPLICANT'S NAME: COLWELL WANGEMAN
Phone: 231-347-8112

APPLICANT'S ADDRESS: 401 OLD STATE RD

APPLICANT'S EMAIL ADDRESS: CWCE@RAC2000.COM

OWNER'S NAME: EMMET COUNTY
Phone:

OWNER'S ADDRESS:

OWNER'S EMAIL ADDRESS: @

JOB SITE LOCATION:

Township: Mckinley

Address: 1555 N US-31 HWY PELLSFON

ZONING REQUEST:

Planning Commission:
- Special Use Permit
- Site Plan Review
- Planned Unit Development
- Zoning Map Change
- Zoning Text Change

REQUIRED USE INFORMATION

Ground floor area main building: 6,400 Sq. Ft.

Floor Area accessory building:

Lot/Parcel Size: Acres Sq. Ft.

Site/Plot Plan required*

2 full sized & 14 reduced sized (max 11"x17")
site plans required for Planning Commission cases.

Elevation Drawing Date Submitted Site Inventory Date Submitted
Engineered Drainage Plan
Soil Erosion Permit
Health Dept. Approval/
Sewer Taps

Other:

As owner/and or applicant representing the owner, authorize Emmet County (staff, appointed board, and/or commissioners, or committee members) to enter upon the subject property for purposes of making inspections related to the project or request identified in this application. If authorized, such inspections or site-walks shall be conducted at reasonable hours and times.

I certify that all the above information is accurate to my fullest knowledge:

Signature of Applicant

Printed Name of Applicant

3.2.2020

Date

*Required Signature of Property Owner

Printed Name of Property Owner

Date

*Please attach a site/plot plan to show property dimensions; front, rear, and side yard setbacks; streets, roads, and all buildings on the lot. Review Section 2405 of the Zoning Ordinance for Site Plan requirements.
### SITE PLAN REVIEW CHECKLIST

**Case #: PSPR 20-004**

**Date Received:** 3-6-20

### Subject Property Address

1555 N Us-31 Hwy, Pellston, MI

### Subdivision and Lot Number (If Applicable)

### Tax Parcel Number

24-10-10-27-100-001

### Township

McKenney

### Proposed Use of Property

Hangar

### Proposed Number of Employees

0

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#### CHECKLIST

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<td>Proposed site location map (indicate sufficient area reference to locate site) May use plat map, Google map or other map to identify parcel.</td>
<td>✅</td>
<td></td>
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<td>Appropriate scale</td>
<td>✅</td>
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<td>Date, North Arrow, Street Names (existing and proposed rights-of-way).</td>
<td>✅</td>
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<td>Name, Address and Phone Number of person preparing plan</td>
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<td>Property line dimensions</td>
<td></td>
<td></td>
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#### Basic Zoning Information

<p>| Zoning setback lines -Building (including the eave) Setbacks: Front __ Side __ Side __ Rear/Water __ |     |    | ✓  | NOT NEAR LINES |
| Distance between buildings (nearest point to nearest point)                         | ✅  |    |    |              |
| Location of new buildings and general floor plan Dimensions of bldg(s) = <strong>x</strong> Total sq.ft. = __sq.ft. | ✅  |    |    |              |
| Proposed building elevations (to scale) Max. Height = <strong>3'</strong>                         | ✅  |    |    |              |
| All existing structures (labeled) within 100 feet of perimeter property lines        | ✅  |    |    |              |
| Multiple housing units -Number of units = ____, composition (efficiency, one bedroom, two, three) |     | ✓  |    |              |
| Surrounding zoning (properties immediate to subject site)                           |     | ✓  |    |              |
| Lot coverage of proposed buildings = ________________                                 | ✅  |    |    |              |</p>
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<td>33</td>
<td>Estimated cost of drainage work.</td>
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<td>34</td>
<td>Proposed retention/detention sedimentation ponds</td>
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**Other Site Requirements**

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<tr>
<td>35</td>
<td>Proposed landscaping (required greenbelts, plant materials/size and type, fences, retaining walls, earthberms, etc.)</td>
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<td>36</td>
<td>Location of outdoor lights, pole heights, bollards, building attached, luminary shielding techniques*</td>
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<td>37</td>
<td>Location of sign(s)*</td>
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<td>38</td>
<td>Site amenities (play area, pools, beaches, tennis courts, etc.).</td>
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<td>39</td>
<td>Impact Statement attached?</td>
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<td>40</td>
<td>Fire Department approval?</td>
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<td>41</td>
<td>Fire hydrants and fire vehicle access.</td>
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<td>42</td>
<td>Road Agency approval?</td>
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<tr>
<td>43</td>
<td>Health agency approval?</td>
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<td>44</td>
<td>Army Corps of Engineers approval?</td>
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<td>45</td>
<td>Michigan Department of Environmental Quality approval?</td>
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*Signs and lights will need to be approved by the Emmet County Sign and Lighting Committee.

**ADDITIONAL COMMENTS:**

Applicants Signature

3.2.2020

Date
IMPACT STATEMENT
FOR SITE PLAN REVIEW

APPLICANT'S NAME: COLWELL WANGMEN
CASE#: PSR 20-004

PHONE NUMBER: 231-347-8112 DATE: 3.2.2020

PROJECT TITLE: HELLO HANGAR

PROPERTY TAX ID: # 10-10-27-100-001 TOWNSHIP: MCKINLEY

DIRECTIONS TO APPLICANT:
Below are the requirements to conform to Section 20.04, Impact Statement, of the Emmet County Zoning Ordinance #15.1. These items must be addressed and submitted with the Site Plan at least 24 days prior to the Planning Commission meeting in order to be placed on the following month's agenda. (Regular meeting date is the first Thursday of the month.) Items listed are minimum requirements, and additional information may be submitted to describe the project impact.

1. PROJECT DESCRIPTION
Give a description of the proposed development including: Site area, number of proposed lots and/or units, population density, other pertinent population data, vehicle traffic, and related.

6,400 SFT HANGAR FOR STORAGE OF AIRCRAFT.

SEE SITE PLAN FOR AREA
2. EXPECTED DEMANDS ON COMMUNITY SERVICES
Explain what the impact will be on the following community services and describe how services will be provided (if applicable):

a. Sanitary Services
   N/A

b. Domestic Water
   N/A

c. Traffic Volumes
   NONE

d. Schools
   N/A

e. Fire Protection
   ADEQUATE ACCESS AROUND SITE

3. ENVIRONMENTAL IMPACTS
Include statements relative to the impact of the proposed development on (if applicable):

a. Soil Erosion
   NOT ANTICIPATED

b. Storm Drainage
   CONTROLLED ON-SITE

c. Shoreline Protection
   N/A

d. Wildlife
   N/A

e. Air Pollution
   NONE

f. Water Pollution
   NONE

g. Noise
   AIRPORT NOISE
North Elevation

20' W x 16' H - Overhead Door
West Elevation
ZONING EVALUATION FORM
Office of Planning and Zoning
Emmet County, MI

DATE: 04/22/2020 CASE #: PSPR20-004

APPLICANT: Colwell Wangeman Construction Inc (Aiello)

PROPERTY: 1555 N US 31 HWY

TOWNSHIP: MC KINLEY

REQUEST: Site Plan Review – Airplane Hangar

FACTS:
- The property is over 800 acres owned by Emmet County and the location of the Pellston Regional Airport.
- The property is zoned I-2 General Industrial, FF-1 Farm and Forest and R-2B General Residential with a PUD-1 Planned Unit Development overlay.
- The proposed use is airplane hangar.
- The proposed building is 6,400 sq.ft. (80'x80').
- Uses on the property are all related to the airport use. The use is within the secure area of the airport.
- Drainage plan has been provided. Cost of drainage work not provided.
- The elevation of the building is proposed to be 22' which meets the standards of the Zoning Ordinance.
- No parking is proposed in conjunction with this building.
- No new access from a public road is proposed.
- No signs have been proposed.
- Outdoor lighting proposed on exterior of building – will require full cut-off.
- Building meets setback standards.

ZONING ORDINANCE STANDARDS:

Section 20.05 Site Plan Review Standards

The Planning Commission shall approve, or approve with conditions, an application for a site plan only upon a finding that the proposed site plan complies with all applicable provisions of this Ordinance and the standards and considerations listed below unless the Planning Commission waives a particular standard upon a finding that the standard is not applicable to the proposed development under consideration and the waiver of that standard will not be significantly detrimental to surrounding property or to the intent of the Ordinance.

A. COMPLIANCE WITH DISTRICT REQUIREMENTS: The site plan shall comply with the district requirements for minimum floor space, height of building, lot size, yard space, density and all other requirements as set forth in the Zoning Ordinance, unless otherwise provided.
Appear to be met.

B. VEHICULAR AND PEDESTRIAN CIRCULATION: Safe, convenient, uncontested, and well-defined vehicular and pedestrian circulation shall be provided for ingress/egress points and within the site. A pedestrian circulation system shall be provided and shall be as insulated as completely as reasonably possible from the vehicular circulation system. Drives, streets and other circulation routes shall be designed to promote safe and efficient traffic operations within the site and at ingress/egress points. The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pedestrian or bicycle pathways in the area. Streets and drives which are part of an existing or planned street pattern which serves the project area shall be capable of safely and effectively accommodating the traffic volume and pattern proposed by the project. Where possible, shared commercial access drives shall be encouraged.

1. Walkways from parking areas to building entrances
No new parking areas proposed.

C. EMERGENCY VEHICLE ACCESS: All buildings or groups of buildings shall be so arranged as to permit emergency vehicle access by some practical means to all sides.  
No Fire Chief review provided.

D. LOADING AND STORAGE: All loading and unloading areas and outside storage areas which face or are visible from residential districts or public thoroughfares, shall be screened, by a vertical screen consisting of structural or plant materials of sufficient height to obscure the direct view from adjacent first floor elevations. The site plan shall provide for adequate storage space for the use therein.  
N/A.

E. SNOW STORAGE: Proper snow storage areas shall be provided so to not adversely affect neighboring properties, vehicular and pedestrian clear vision, and parking area capacity.  
Adequate for site.

F. BUFFERS: To provide reasonable visual and sound privacy, buffer techniques, screening, fences, walls, greenbelts, and landscaping may be required by the Planning Commission in pursuance of the objectives of this Section and/or as a condition of the establishment of the proposed use.  
No residential uses adjacent (or within 200').

G. DRAINAGE: Storm water drainage plans shall address flows onto the site from adjacent sites and roads, storm water impact on the site (soils, impervious surfaces, potential impervious surface, retention ponds, detention ponds, and related management facilities as appropriate), and the storm water outfall, or flow control into adjacent drainage courses, ditches and the like.  

The drainage plan shall indicate the manner in which surface drainage is to be disposed of.  This may require making use of the existing ditches, natural watercourses, or constructing tributaries, but shall not result in storm water that exits
the detention pond and/or property site at an erosive velocity. Additional hard surfaces proposed for a site must provide for detention and/or retention. The minimum requirements for detention and retention facilities are as follows: For sandy sites the volume of retention and/or detention shall be equal to the volume of 1 and 1/2" of water depth multiplied by the area of additional hard surface. For all sites other than sand, the volume of the retention and/or detention shall be equal to the volume generated from 2" of water depth multiplied by the area of additional hard surface. Both detention and retention facilities must be designed to assure that water is released within 72 hours. Detention facilities are to have a pipe no larger than 4" exiting the ponds at a grade no greater than 1%.

All storm water drainage plans shall be sealed by a Michigan Registered Professional Civil Engineer. The Planning Commission may waive the requirement, defer the requirement, or determine that a fully engineered storm drainage plan is not necessary, or can be deferred to a future date. Improvement guarantees shall be required, unless waived by the Planning Commission, for all storm water drainage plans in the form and amount acceptable by the Planning Commission to guarantee completion of the project in accordance with the conditions of the zoning permit. The performance guarantee will be released upon final inspection and approval by the Zoning Administrator, and receipt of sealed as built plans for storm water drainage.

Storm water retention basins designed to keep a fixed pool of water shall include one or more of the following safety features: 1) safety ledge(s) at least (10) feet wide at the basin perimeter, 2) vegetation surrounding the basin to discourage wading, or 3) fencing to prevent unauthorized access to basin.

Sandy, for the purpose of this Section, shall be defined as soils that meet a percolation rate consistent with the Emmet County Sanitary Code of 0 to 15 minutes.

Plan submitted. No estimated cost provided.

H. SPACES, RIGHTS-OF-WAY, EASEMENTS: Spaces, rights-of-way, easements, and related site plan elements needed to serve the proposed use or development for such services as fire protection, sanitary sewers, water supplies, solid waste, storm drainage systems, and related.

I. WASTE RECEPTACLES: Waste receptacle and enclosure requirements

None shown.

J. MECHANICAL OR ELECTRICAL EQUIPMENT: Mechanical or electrical equipment requirements.

None shown.

Draft Motions:

To approve Case #PSPR20-003, Colwell Wangeman for Site Plan Review for an airplane hangar at the Pellston Regional Airport located at 1555 N US 31 Hwy, Section 27, McKinley Township on property zoned I-2 General Industrial with a Planned Unit Development-1 Overlay, being tax parcel 24-10-10-27-100-001. Approval is based on the facts presented in this case, because the proposal meets the standards of Articles 15, 17, 19, 20, 21 and 22 of the Zoning Ordinance, as shown on the site plan dated 3.6.20 and on condition that any
exterior lighting be full cut-off and a performance guarantee in the amount of $XX be submitted prior to issuance of a zoning permit, and (other conditions or statement of facts may be inserted here).

To deny Case #PSPR20-003, Colwell Wangeman for Site Plan Review for an airplane hangar at the Pelliston Regional Airport located at 1555 N US 31 Hwy, Section 27, McKinley Township on property zoned I-2 General Industrial with a Planned Unit Development-1 Overlay, being tax parcel 24-10-10-27-100-001, as shown on the site plan dated 3.6.20 for the following reasons: (list reasons).

To postpone Case #PSPR20-003, Colwell Wangeman for Site Plan Review for an airplane hangar at the Pelliston Regional Airport located at 1555 N US 31 Hwy, Section 27, McKinley Township on property zoned I-2 General Industrial with a Planned Unit Development-1 Overlay, being tax parcel 24-10-10-27-100-001 as shown on the site plan dated 3.6.20 to allow time for the applicant to provide a complete site plan.
Aiello Hangar
South Elevation

23' Peak
12
0.5

56' W x 16' H - Bi-Fold Door

80'

21' Eave
East Elevation

21' Eave

80'