

# Mussey Township Planning Commission

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**We learn from the Past, We live in the Present, We prepare for the Future**

Bill Schultz, Chair  
Mary Klug, Vice Chair  
Linda Kniseley, Secretary  
Kenneth Montgomery, Planner

Linda Schmitt, Member  
Brian Ypma, Member  
Judy Palmieri, Member  
Monica Standel, Twp. Board Rep.

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## Regular Planning Commission Meeting

Held at the Township Hall

29 July, 2014

### Official Minutes

**Call to Order:** Bill Schultz called the meeting to order at 7:00 p.m.

**Roll Call:** Present: Bill Schultz, Linda Kniseley, Linda Schmitt, Mary Klug, Judy Palmieri, Monica Standel, Brian Ypma, Zoning Administrator, Debra Hlubic & Planner, Ken Montgomery.

**Absent:** None.

**Public Present:** Marty Snarski, LeRoy Stevens, Ken Nemecek, Jeff Miller, Ted Whittlesey & Ed Neiman.

**Approval of Agenda:** Motion by Monica Standel, support Linda Kniseley to approve the agenda as presented. All ayes. Motion carried. Agenda approved.

**Approval of Minutes:** Motion by Monica Standel, support Judy Palmieri to approve the June 24, 2014 minutes as corrected (Brian Ypma was absent). All ayes. Motion carried.

**Public Hearing:** None.

**Public Time:** (1). Site-Plan approval for the St. Clair County Mental Health Facility. The revised set of blue prints for the Mental Health Facility were given to all board members for their review and approval. Planner, Ken Montgomery submitted his Site-Plan review report which the Board reviewed and discussed. This report consisted of 5 contingencies the Mental Health Facility must comply with before the Zoning Administrator can release the plans to the Building Inspector. A letter was also received from the St. Clair County Drain Commission regarding their review of the construction plans. The Drain Commission has listed six requirements the Mental Health Facility must meet before the drawings will be approved by them. Discussion regarding disposal of trash. Per our Ordinance we require a fenced in trash area which they did not include in the prints. The plans are to be revised to show future dumpster enclosure which shall be constructed to conform to ordinance requirements if a change in tenancy or ownership of the building occurs. Monica Standel questioned as to why there was nothing showing where the natural gas utility is on the prints. The Gas Company has not located a designated area at this time. Also, the location of exterior lighting (conforming to zoning requirements including shielding) to be shown on the site-plans. Four contingencies were added to the list. No further discussion. Motion Mary Klug, support Linda Kniseley to approve the St. Clair County Mental Health Facility's final site-plan approval contingent upon the nine (9) contingencies have been met. All ayes. Motion carried.

The following is a list of the nine (9) contingencies the Mental Health Facility must comply with:

(1). A copy of an approved driveway permit, issued by the St. Clair County Road Commission shall be provided to the Zoning Administrator PRIOR to the issuance of a building permit.

- (2). A copy of a letter of approval of the storm water drainage plan, issued by the St. Clair County Drain Commission, shall be provided to the Zoning Administrator PRIOR to the issuance of a building permit.
- (3). A copy of an approved on-site sewage disposal permit, issued by the St. Clair County Health Department shall be provided to the Zoning Administrator PRIOR to the issuance of a building permit.
- (4). A copy of an approved well permit issued by the St. Clair County Health Department shall be provided to the Zoning Administrator PRIOR to the issuance of a building permit.
- (5). The plans are to be revised to show future dumpster enclosure.
- (6). Location of exterior lighting is to be shown on the site-plans.
- (7). Site-plan is to be revised to show the location of the Natural Gas lines.
- (8). The placement of a Knox Box per the Fire Departments request.
- (9). The Zoning Administrator shall clear all of the above contingencies prior to the issuance of a zoning compliance permit and prior to releasing the plans to the Building Inspector for his review and approval.

(2) Site-Plan approval for Miller Broach - Miller Broach is seeking approval to construct a new 80' x 235' industrial building (19,200 sq. ft.) off the front of their existing building along with a new 47 space parking lot. The floor plan consists of mainly open floor space with a small office area, conference room and vending machine area to serve the employees. The main floor space will be used for production facilities that are similar to those contained in the existing structure as well as areas for the manufacture, repair, overhaul and maintenance of broaching machines. The property is zoned LI, Light Industrial. The proposed new building will nearly double the size of the current facility which is about 21,577 sq. ft.. A new dumpster enclosure to serve the new building is indicated opposite the north end of the structure. This site-plan was reviewed by our planner, Ken Montgomery who gave us his written recommendations. The Mussey Twp. Fire Dept. has also reviewed the proposed plans of this structure and given their comments and recommendations which Miller Broach has already addressed. The existing septic tank and field must be relocated and a permit has already been approved and issued through the St. Clair County Health Department. The engineer for this project, Ed Neiman was present to answer any questions or concerns the Planning Commission had. They are asking for approval of the preliminary and final site-plan at tonight's meeting. Discussion. Motion Mary Klug, support Judy Palmieri to approve the elevated portion of the building from 35' to 39.8'. All ayes. Motion carried. Motion Mary Klug, support Judy Palmieri to approve the Preliminary and Final Site-Plan contingent upon the two (2) items listed on Ken Montgomery's Site-Plan review. All ayes. Motion carried.

The two contingencies for Miller Broach are as followed:

- (1). A copy of an approved on-site sewage disposal permit issued by the St. Clair County Health Department shall be provided to the Zoning Administrator PRIOR to the issuance of a building permit.
- (2). A copy of a letter of approval of the storm water drainage plan issued by the St. Clair County Drain Commission shall be provided to the Zoning Administrator PRIOR to the issuance of a building permit.

\*The Zoning Administrator shall clear all of the above contingencies prior to the issuance of a zoning compliance permit and prior to releasing the plans to the Building Inspector for his review and approval.

**New Business:** None.

**Old Business:** None.

**Township Board Report:** (1). ATV Ordinance - Brief discussion. Consensus of the Board was at this time to go along with the County's Ordinance once they approve it. This item will be removed from the agenda and possibly look into it at a later date. (2). Monica Stadel informed everyone the Township Board did approve the Codification of the Ordinances. The contract has been signed and they should be starting the Codification upon receiving our first installment payment. (3). Monica Stadel did ask the Township Board that if there is no business to be conducted on the Planning Commission agenda if we still need to hold a meeting. The Board stated we do not need to have a meeting, but only if there is nothing that needs to be discussed. Brief discussion.

**Planning Commission Chair Report: (1).** Chairperson, Bill Schultz asked that anyone not being able to attend the meeting's to please let Debbie Hlubic know either by email or a phone call.

**Adjournment:** Motion Monica Standel, support Judy Palmieri to adjourn. All ayes. Motion carried and meeting adjourned @8:38 p.m..

**Respectfully submitted by:**

Debra L. Hlubic  
Building & Zoning Administrator