

**APPROVED
EMPIRE TOWNSHIP PLANNING COMMISSION
SPECIAL MEETING MINUTES**

August 22, 2024

The Empire Township Planning Commission held a special meeting on Thursday, August 22, 2024. The meeting was held at the Empire Township Offices.

CALL TO ORDER: Duane Shugart, Chairman, called the meeting to order at 6:00 p.m.

ROLL CALL:

Members Present: Duane Shugart, Dale DeJager, Micah Deegan, Tom Petersen

Members Absent: Larry Krawczak

Staff Present: Dana Boomer, Recording Secretary; Tim Cypher, Zoning Administrator

APPROVAL OF AGENDA: The PC briefly discussed the agenda. **Motion by Deegan, second by Petersen to approve the agenda as presented. All in favor, motion carried.**

ANY CONFLICT OF INTEREST – None

COMMUNICATIONS: Cypher received communications regarding the Manor, which will be attached and addressed during the pertinent agenda section.

PUBLIC COMMENT: None

OLD BUSINESS

- **Glen Lake Manor Application** – Cypher summarized the updates that were made to the draft Findings of Fact. All of the conditions discussed at the previous three special meetings have been incorporated into this Version 4 draft Findings of Fact, for review. This meeting is for the PC to review the final draft of the Findings of Fact and conduct any needed final discussion. Cypher read the communication received regarding the Manor into the record (see attached). Cypher reminded the PC that there was extensive discussion regarding parking, and parking along M-22, at the previous meeting in July. A legal restriction on parking along M-22 from MDOT would need to be started by a resolution by the Township Board, and MDOT is concerned that a legal restriction on parking along M-22 in front of the Manor would push parking to parking in front of other parcels, and there is no legal remedy to prohibit parking only by guests visiting the Manor. DeJager feels that this was discussed extensively at the July meeting and he is satisfied with the decisions that were reached at that time; Petersen agrees. Deegan would like to be able to review and revisit this decision on parking in two or three years, but that would be unfair to the applicant.

The PC reviewed the final draft of the Findings of Fact. Minor formatting changes were made. Deegan clarified that the administration of the performance guarantee would be the jurisdiction of the Zoning Administrator, consulting with the Township Attorney, with the ability to bring issues to the PC as necessary. Cypher stated that is the case.

Cypher stated that the applicants have done a great job on this. This is a legal non-conforming property, with a lot of moving parts.

Deegan moved to approve the Glen Lake Manor SUP application with conditions as stated in the Findings of Fact. DeJager seconded. All in favor, motion carried.

PUBLIC COMMENT: None

BOARD COMMENT: Petersen stated that the applicants and Sarah Bourgeois have done a wonderful job on this application. Deegan added thanks to Cypher and Boomer for their work on the project.

Sue Rife thanked everyone for their work on the project.

The next regular meeting is set for September 17 at 7:00 p.m. at the Empire Township Offices.

ADJOURNMENT: Motion by Petersen to adjourn at 6:18 pm. With no objection, Shugart adjourned the meeting.

Respectfully Submitted,

Dana Boomer
Recording Secretary

From: Decoster, Michael <Michael.Decoster@stantec.com>
Date: Thursday, August 22, 2024 at 11:56 AM
To: 'Tim' <tim@allpermits.com>
Subject: Glen Lake Manor

Tim,

I understand there is another planning commission hearing this evening. One concern that we would like to have addressed is parking. If the business is successful, it could have events with up to 137 people according to the latest documents that I saw. We are concerned about visitors parking along M-22 in the event of overflow parking. Since there are no sidewalks in that area, there are many bikers and walkers that use the shoulder. If parking is allowed near the Manor those walkers and bikers may be forced on to M-22. For public safety reasons, I would recommend either additional parking is required of the Manor development and/or the township work with MDOT to not allow parking along M-22 for a few hundred feet on either side of the Manor.

Thank you for your consideration.

Michael Decoster AIA, LEED AP BD+C

Principal