

ST. JAMES TOWNSHIP
Planning Commission
37735 Michigan Ave.
Beaver Island, Michigan 49782

~~~~~  
Telephone 231.448.2701

**Tuesday, April 6 2021 - 6:00 PM**

**ST. JAMES PLANNING COMMISSION  
REGULAR MEETING AGENDA**

**PLACE: Via Zoom**

St. James Township Planning Commission is inviting you to a scheduled Zoom meeting. Due to the Coronavirus Outbreak - Members of the Public are invited and encouraged to attend the meeting by Zoom as follows:

Topic: St. James Planning Commission  
Time: 6 PM

Topic: St. James Township Planning Commission  
Time: Apr 6, 2021 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting  
<https://us02web.zoom.us/j/83308625373>

Meeting ID: 833 0862 5373  
One tap mobile  
+13017158592,,83308625373# US (Washington DC)  
+13126266799,,83308625373# US (Chicago)

Dial by your location  
+1 301 715 8592 US (Washington DC)  
+1 312 626 6799 US (Chicago)  
+1 929 205 6099 US (New York)  
+1 253 215 8782 US (Tacoma)  
+1 346 248 7799 US (Houston)  
+1 669 900 6833 US (San Jose)

Meeting ID: 833 0862 5373  
Find your local number: <https://us02web.zoom.us/j/83308625373>

**ST. JAMES TOWNSHIP**  
**Planning Commission**  
37735 Michigan Ave.  
Beaver Island, Michigan 49782  
~~~~~  
Telephone 231.448.2701

AGENDA

- I. Call to Order, establish a quorum
- I. Review, modify if necessary, or approve agenda (attachment)
- II. Approval of Minutes of:
 - a. March 02, 2021 - Regular Meeting (attachment)
- III. New Business
 - a. S-1866 Gillespie sign permit application
 - b. French S-1865 Zoning permit application
 - c. French S-1865 Development Plan Review
- IV. Old Business
 - a. Sub-Committee Updates: Byers
 - i. Food Truck
 - ii. Marihauna
 - iii. Economic Development
- V. Correspondence – Taylor-Blitz
- VI. Public Comment
- VII. Adjournment - Next scheduled regular meeting: May 4, 2021, 6:00 PM.

ST. JAMES TOWNSHIP PLANNING COMMISSION
37735 Michigan Ave.
Beaver Island, Michigan 49782
231.448.2701

Tuesday, March 2, 2021 - 6:00 PM

DRAFT

ST. JAMES PLANNING COMMISSION REGULAR MEETING AGENDA

PLACE: Via Zoom

St. James Township Planning Commission is inviting you to a scheduled Zoom meeting. Due to the Coronavirus Outbreak - Members of the Public are invited and encouraged to attend the meeting by Zoom as follows:

Topic: St. James Planning Commission Time: 6 PM

Join Zoom Meeting <https://us02web.zoom.us/j/81099642279>

Meeting ID: 810 9964 2279

One tap mobile

+13017158592,,81099642279# US (Washington DC)

+13126266799,,81099642279# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

ST. JAMES TOWNSHIP PLANNING COMMISSION
37735 Michigan Ave.
Beaver Island, Michigan 49782
231.448.2701

AGENDA

I. Call to Order 6:02, establish a quorum

Bob Tidmore (Melvin, MI)
Marcy Dean (Beaver Island)
Lori Taylor-Blitz (Escanaba, MI)
Nathan Altman (Los Angeles, CA)
Beth Crosswhite (Beaver Island, joined at approx. 6:10)
Paul Cole (Beaver Island)

Others: Dan Byers, St. James Planning Assistant (Grand Rapids, MI)
Kathleen McNamera, St. James Twp. Supervisor (Beaver Island)
Bob Stramek, Joe Moore, Peter Szok, Sheri Richards, Steve Schnell, Vic VanDeventer, Christine Picciolini, Vicki(?).

II. Review, modify if necessary, or approve agenda (attachment)

Motion to approve agenda made by Tidmore, 2nd by Dean. Agenda approved.
Roll Call Vote: 5 yes

Bob Tidmore – Yes, Marcy Dean – Yes, Lori Taylor-Blitz – Yes, Nathan Altman – Yes, Paul Cole – Yes, Beth Crosswhite – not available

III. Approval of Minutes of:

February 3, 2021 - Regular Meeting (attachment)

Motion to approve 02/03/21 meeting minutes made by Cole, 2nd by Altman

5 yes:

Roll Call: Bob Tidmore- yes, Marcy Dean -yes, Lori Taylor-Blitz- yes, Nathan Altman- yes, Paul Cole- yes Beth Crosswhite (not present at beginning of meeting)

IV. New Business – None

V. Old Business

i. Food Truck Integration into Ordinance – Dan Byers

a. Food Truck Analysis (attachment)

Byers presented research findings about Northwest Michigan communities Food Truck ordinances. Byers noted a familiar tone for the same topic and response in all communities. Gaylord and Boyne City created an ordinance when the city felt it didn't interfere with brick-and-mortar businesses. Noting Trucks are welcomed at special events.

Tidmore polled the Commissioners for comment:

ST. JAMES TOWNSHIP PLANNING COMMISSION

37735 Michigan Ave.

Beaver Island, Michigan 49782

231.448.2701

Altman questioned where the trucks would gather? Private Property or township?

Cole special events, or high traffic times

Dean supported special events with time and date limits on a temporary basis giving brick and mortar consideration

Altman: Is Eric looking at a food truck beside the shamrock? This would be an example of food trucks on private property.

Tidmore- asked if a new ordinance would mandate a food truck was part of a bigger food business? He recognized the cost of transporting a truck to the island and the short season. He would like to come up with a motion for the next meeting.

Taylor-Blitz asked Byers what Mackinac Island ordinance is? Byers stated that has banned food carts and the island does not have motorized vehicles. She supports permitting food trucks for special events.

Crosswhite: (not on call for this portion of meeting)

ii. Zoning for Recreational Marijuana Updates – Dan Byers

Crosswhite talked about the research in progress over the past year among other communities. She would like to complete the interviews before they can collate the information for commission review. The committee is trying to get some publicity out, since pot is legal so individuals to know where it is ok to light up or not on Facebook, forum and other public platforms. If we were to choose to opt in, we can make the choices about when and where, the pros and cons for the township. She recalled the 2019 island meeting about Marijuana zoning and stated the island would have another public meeting to discuss the details for the community.

Byers- had success with Cedarville, Clark county, and De Tour to review the pros and cons.

Altman suggested reaching out to smaller communities in smaller states who have had the law in progress longer. Estimating 14-16 states have legalized Marijuana.

McNamara: noted the transportation system is authorized regulated by the Federal Transportation Authority.

VI. Public Comment:

Christine Piccipollini- resident comment: This could make the island more self-sustainable and better the island as a destination.

Dan Byers- The island could create many jobs if Island were to allowed growing operations.

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i. Recap of Ordinance collaboration with Peaine Township Planning Commission

Tidmore- if it is in Peaine best interest to join they will, but at this time we maybe proceeding alone to bring our master plan inline.

McNamara the total cost is \$18-19k alone and needs to review to see if it is something the township can pay without Peaine participation

Altman- When is the master plan is due?

Tidmore -The plan must be updated every 5 years and the next rewrite is due in 2 years.

Byers – during the rewrite are we able to construct our own rewrite?

Tidmore - yes, we own the copyright on the original file.

VII. Correspondence – Taylor-Blitz

Taylor-Blitz shared Peter Szok correspondence to address small home new construction. Szok correspondence noted zoning ordinance for St. James Township requires a minimum of 600’ and in the Port St. James Association the minimum is only 400 sq. ft.

VIII. Public Comment

Peter Szok was present and commented he would like the Commission to consider lowering the sq footage and keep the same codes to ensure the building is worthy. He noted many people are choosing smaller lifestyles such as cars and homes.

Sheri Richards was present and stated she would like to see the footage reduced and supported an ordinance change for smaller homes. She quoted an average of \$225 per sq ft \$225. If the zoning were to change it could potentially lower the cost of a new home by approximately \$45,000.

Tidmore- noted there are available lots left in SJ Township would set a good precedence.

Altman- A smaller home with smaller impact could help propel the narrative forward for the dark sky.

Crosswhite- the change would make the township zoning consistent.

Cole- good comments and supports the consistency of rewriting the ordinances and economically it is good angle for encouraging tradesmen to come to the island.

IX. Adjournment 6:40 PM- Motion: Motion to adjourn made by Dean and seconded by Crosswhite. 6 yes

Bob Tidmore - yes, Marcy Dean – yes, Lori Taylor-Blitz – yes, Nathan Altman- yes, Beth Crosswhite – yes, Paul Cole – yes

Next scheduled regular meeting: April 6, 2021, 6:00 PM.

APPLICATION FOR ZONING PERMIT

(Expires 1 year from date of issuance.)

St James Township

Charlevoix County, Michigan

(Please print clearly or type
all information.)

FEE AMOUNT: \$ 75 (See Attached Schedule)

Check # _____

(Make check payable to appropriate township.)

I. Identification - Complete the following:

- A. Property Owner(s) Brian French
Address 4435 N. Evergreen Dr., Sheboygan WI
Zip Code 53081 Phone (920) 980-1046
- B. Applicant, if other than property owner McDonough Construction Inc
Address 32489 East Side Dr Beaver Island MI
Zip Code 49782 Phone (231) 448-3038
- C. Legal description of property for which Zoning Permit is being requested, (attach separate sheet, if necessary): See attached
Street address of property (required) 26030 Main St. Beaver Island
Property tax ID no. 15 - 013 - 222 - 017 - 40
Zoning District in which property is located MR. (Ex: R-1, R-2, A, H, etc.)
Are there any dedicated rights-of-way or easements which abut or traverse part or all of the subject property? _____

(If yes, illustrate locations on sketch plan.)

D. Furnish evidence of the following:

- Driveway/Road Permit, obtained from the Charlevoix County Road Commission.
- Property address, obtained from the Charlevoix Co. Equalization Dept.
- Proof of ownership of the property on which use will occur.
- Health Dept. approval/permit for on-site septic system or hook-up to sewer system.
- Soil and Erosion permit, (if the site is within 500 feet of a lake or stream.)
- Other information with respect to the proposed structure, use, lot, and adjoining property as may be required by the Zoning Administrator.

II. General information - Complete the following:

- A. Lot dimensions X; Total square feet or acres Demo = 70 x 60
- B. Exterior dimensions of proposed structure X; Height _____ ft.
- C. Proposed use:
- | Residential | Non-Residential |
|---|---------------------------------|
| () One Family | () Commercial
specify _____ |
| () Two or more family
Number of units _____ | () Industrial
specify _____ |
| () Transient hotel or motel
Number of units _____ | () Other
specify _____ |
| () Mobile Home | |
| () Accessory building
specify _____ | |
| () Other (Specify) _____ | |

Case No.	<u>5-1865</u>
Date Received:	<u>3/26/21</u>
Permit Issued:	<u>1/1</u>
Permit Denied:	<u>1/1</u>
Action	<input checked="" type="checkbox"/> To the Planning Commission
Deferred:	<input type="checkbox"/> To the ZBA
Reason Deferred:	<u>IN</u> <u>MR District</u>

General Information (continued)

- F. Type of improvement: (check as many as appropriate)
- | | |
|--|--|
| <input checked="" type="checkbox"/> New Building * | <input type="checkbox"/> Repair, replacement |
| <input type="checkbox"/> Addition | <input checked="" type="checkbox"/> Wrecking |
| <input type="checkbox"/> Alteration | <input type="checkbox"/> Moving, relocation |
| <input checked="" type="checkbox"/> Earth change involving land within 500 feet of a lake or stream; | |
| Number of feet to the water _____ | |
| Body of water involved _____ | |

- G. Names of Contractors involved in the project:

McDonough Construction

** will build in existing footprint
Demo first*

III. Complete a sketch (see page 3) or separate site plan, which MUST include:

- A. Any existing structure(s) including location and exterior dimensions.
- B. Proposed structure(s) including location and exterior dimensions.
- C. Location of existing or proposed well and septic system.
- D. Location of any public roads or rights-of-way and/or any easements which abut or traverse all or any part of this property.
- E. Location of shore line if this site is within 500 feet of a lake or stream.
- F. Location of structures on abutting lots that are within 10 feet of the property lines.
- G. Depths of all yards; front, back, and side yards (distances from the building lines, including decks, porches, etc., to property boundaries.)
- H. Other details as may be required by the Zoning Administrator.

I hereby depose and say, under the penalties of perjury, that all the statements and information contained herein or submitted with this application are true. If any statements or information are found at a later date to be false, this permit shall become null and void.

Levi McDonough

Signature of Owner or Duly Authorized Legal Agent

Viewing Parcel Number: 013-222-017-40

Parcel Details

Assessing City/Township: St. James Township

Property Address: 26030 MAIN ST
BEAVER ISLAND, MI 49782

Owner Information: ~~WANTY RUTH C TRUST & LESLIE JEANNINE M~~
~~6780 CARPENTER RD~~
~~YPSILANTI, MI 48197~~

Property Class: 401 - Residential - Improved

School District: 15010 - Beaver Island

P.R.E. Percentage: 0%

Current SEV: \$167,800

Current Taxable Value: \$73,956

Prior Year SEV: \$166,600

Prior Year Taxable Value: \$72,578

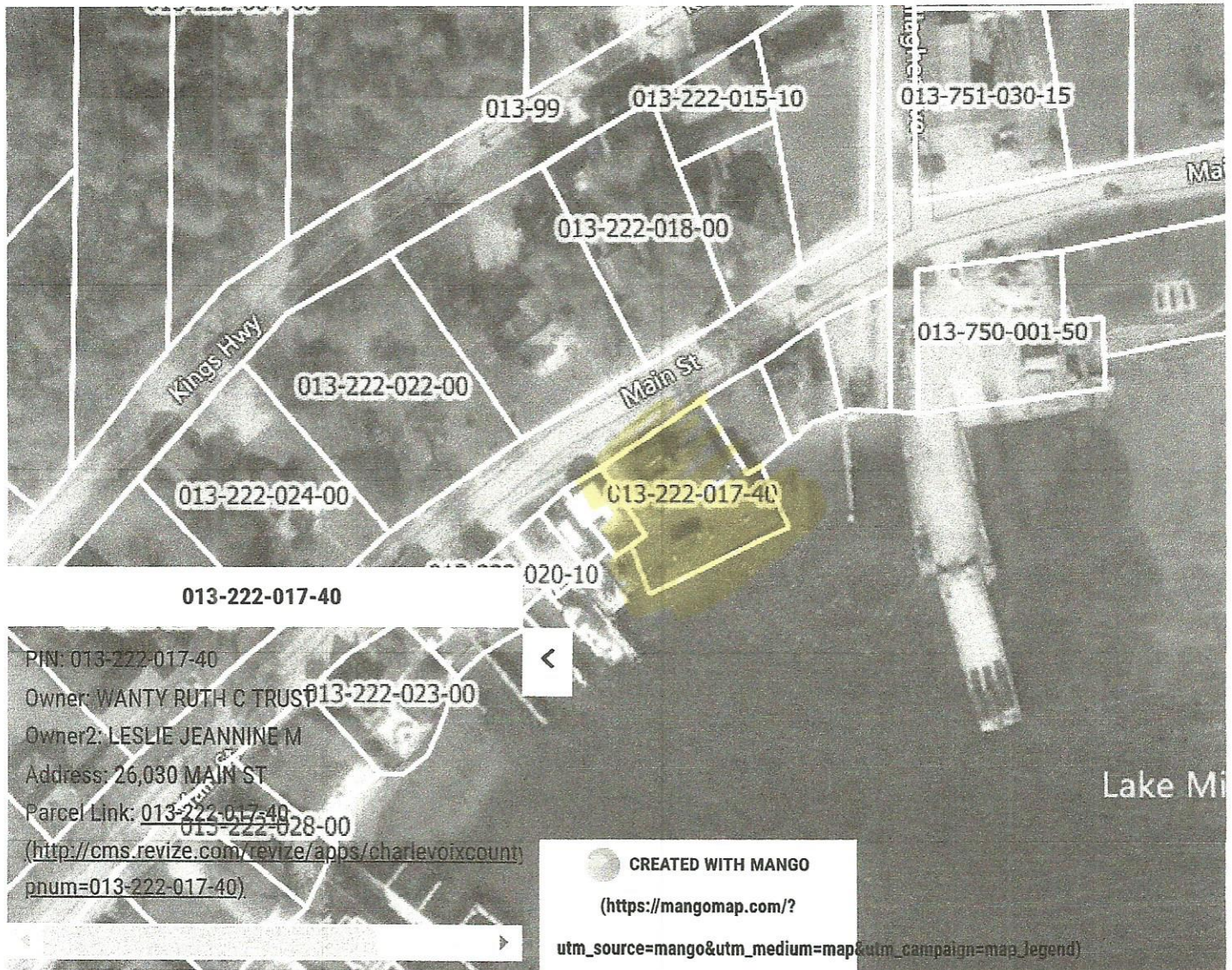
Brian
French

Tax Description

COM AT A PT ON N SH OF B.H. WHERE SEC 22& 23 INTER ON N SH LI OF B.H. AT HIGH WATER MARK SWLY AL SD SH 14 RDS TO POB TH N35DEGW TO BACK HWY TH N56DEGE TO JB GALLAGHERS LOT TH S29DEGE 11 RDS & 18 LKS TH SE 5 RDS & 12 LKS TH SWLY 110FT M/L TO POB ALSO COM AT INTER E LI GOVT LOT 1 WI SH LK MICH TH S76DEG57'09"W 116.06FT TH S42DEG05'56"E 11.46FT AL SD SH LI FOR POB TH S26DEG21'58"E 59.61FT TH S63DEG22'38"W 121.68FT TH N24DEG40' 19"W 52.93FT TH N82DEG30'24"E 4.81FT TH S68DEG43'25"E 14.46FT TH N53DEG08'42"E 105.41FT TO POB PT GOVT LOT 1 SEC 22-3 9-10 EX:COM AT N SH OF BEAVER HARBOR(LK MICH)ON E LI OF SEC 22 T39N R10W(E LI OF GOVT LOT 1 OF SD SEC)SD PT BEING S04DEG 01'37"W 762.02FT FRM SD SEC LI TH S76DEG 57'09"W AL SD SH 116.06FT TO WLY LI OF FORMER REV VICTOR PAUL GALLAGHER PROP THN42DEG06'24"W AL WLY LI OF SD GALLAGHER PROP 97.16FT TO N LI OF MAIN ST TO POB TH S60DEG59'30"W AL MAIN ST 55.31FT TO PT OF TANGENCY OF 908.09FT RAD CUR TO LFT TH AL SD CUR AN ARC DIST OF 52.08FT (LG CHD BEARS S59DEG20'53"W 52.08FT)TH N35DEG17'00"W(RECD AS N35DEGW)200.45FT TO S SIDE OF BACK HWY TH N61DEG28'36"E (RECD AS N56DEGE)143.17FT TH S24DEG57' 59"E 197.04FT(RECD AS S29DEGE 11 RDS 18 LKS)TO N LI MAIN ST & POB BEING PT GOVT LOT 1 OF SEC 22-39-10 2001SP042000 FROM 222-017-20



Data Search



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Parcel Number 013-222-017-40
Date: 3/26/2021

Name: Brian French

ST JAMES TOWNSHIP

ZONING - DEVELOPMENT REVIEW APPLICATION

McDonough Construction
Kevin McDonough
(applicant - person filing the application)

32489 East Side Dr.
(address)

Beaver Island MI 49782
(city, state, zip code)

231-448-3038 / cell 231-675-5444
(telephone, home and business)

PROPERTY OWNER'S NAME AND ADDRESS (if not the applicant)

Brian French
4435 N. Evergreen Dr.
Sheboygan WI 53081

Phone (920 , 980 - 1046)

APPLICANT'S CAPACITY IF NOT PROPERTY OWNER (circle one):

Builder Agent/other contractor

PROPOSED CONSTRUCTION SITE ADDRESS (if known) 26030 Main St.

(If new construction, an address will not be known yet.)

PARCEL SIZE

PROPERTY DESCRIPTION See attached

PARCEL TAX ID NUMBER 013-222-017-40

ZONING DISTRICT (see zoning ordinance) St James

PROJECT DESCRIPTION - Currently Demo

Total number of structures, units, bedrooms, offices,

Total floor areas, parking spaces, garages,

Employment Levels for commercial and/ or industrial uses,

Amount of recreation and open space, type of recreation facilities to be provided as pertinent or otherwise required by this ordinance. (attach sheets if necessary) (☐ attached)

Name and address of all registered professionals involved with the proposed project, including engineers, architects, and surveyors. Plan shall contain the seal of a minimum of one (1) of the registered professionals responsible for preparation of the plan, if required by the ordinance.

Total acreage of the project

Demo
Project's proposed beginning April 7, 2021 and completion schedule May 7, 2021 (by phase if the entire project is to be divided into phases.)

If the project proposed is to be a condominium or site condominium, the proposed Master Deed is to be included with the application package.

Health department, soil erosion, and any other required county or state permits shall be submitted with the development plan to the Planning Commission.

DEVELOPMENT PLAN DETAILS:

Seven (7) copies of the Development Plan drawings shall be submitted with the application package, one of which shall be capable of being reproduced. The development plan shall consist of accurate drawings at a scale of 1" = 100' or less, showing the site and all land within 150' of the site. If multiple sheets are used, each shall be labeled and the preparer identified. Each set of development plan drawings shall depict the following.

- a) Location of proposed and/or existing property lines, dimensions, legal descriptions, setback lines, as well as the current land uses, zoning classifications on the subject parcel. *See site plan*
- * NA b) Location and type of existing vegetation to be retained as well as those proposed to be removed if applicable.
- c) Location of existing and proposed buildings and intended used thereof, as well as the length, width and height of each building. *40x60 - same footprint*
- d) Proposed location of accessory structures, buildings and uses, including but not limited to all satellite dishes over 3.5' in diameter, antennas, flag poles, light poles, bulkheads, docks, storage sheds, transformers, air conditioners, generators and similar equipment, and the method of screening where applicable. *NA*
- e) Location of all existing public and private easements including road and utility rights-of-way on or abutting the property. *NA*
- f) Location, design and dimensions of existing and/or proposed, barrier free access, or parking areas. *NA*
- g) Location, size and characteristics of all loading and unloading areas if applicable. *NA*
- h) Location of water supply lines and/or wells, and the location of waste water lines, and septic systems. *Existing*
- i) Location of all other utilities on property including, but not limited to, propane, fuel oil, electric, satellite TV and telephone. *Existing*
- j) Proposed location, dimensions and details of common open spaces and common facilities such as community buildings or swimming pools if applicable. *NA*
- k) Location, size and specification of all signs. *NA*
- l) Exterior lighting locations with area of illumination depicted as well as the type of fixtures and shielding to be used. *undetermined*
- m) Location and type of fencing, walls and size and specifications for screening of all trash receptacles or other solid waste disposal facilities. *undetermined*
- n) Location and specifications for all proposed perimeter and internal landscaping or buffering features. Each new planting, will specify the type and size of plant or tree at the time of planting. All vegetation to be retained on the site, must also be indicated, as well as its size and specific location. *undetermined*
- o) Plan will contain an arrow indicating North, the scale of all drawings, and date of original submission and last revision. *see attached*
- p) Other information deemed necessary by the Planning Commission to allow the Commission to determine whether the project will be harmonious with the community and to ensure the health, safety and welfare of the community is protected including but not limited to the following.
 - 1) The location and type of soils.
 - 2) Elevations of buildings, signs and other structures and typical elevation views of proposed structures.
 - a) The Zoning Administrator shall review the contents of the application package and shall forward said materials to the Planning Commission, upon determination that the application package is complete and meets all requirements of this ordinance.
 - b) The Planning Commission upon request of the applicant may waive certain requirements of the plan listed above provided the Planning Commission shall document on the record specific reasons why the identified requirements are being waived.

* Soil ~~and~~
and erosion permit will be submitted

Charlevoix County Department of Building Safety
Soil Erosion Control Program
301 State St., Suite #5
Charlevoix, MI 49720
(231) 547-7236
Fax (231) 547-7250
1-800-548-9147 Ext. 4

Date:

Charlevoix County Department of Building Safety
Soil Erosion Program
301 State St., Suite #5
Charlevoix, MI 49720

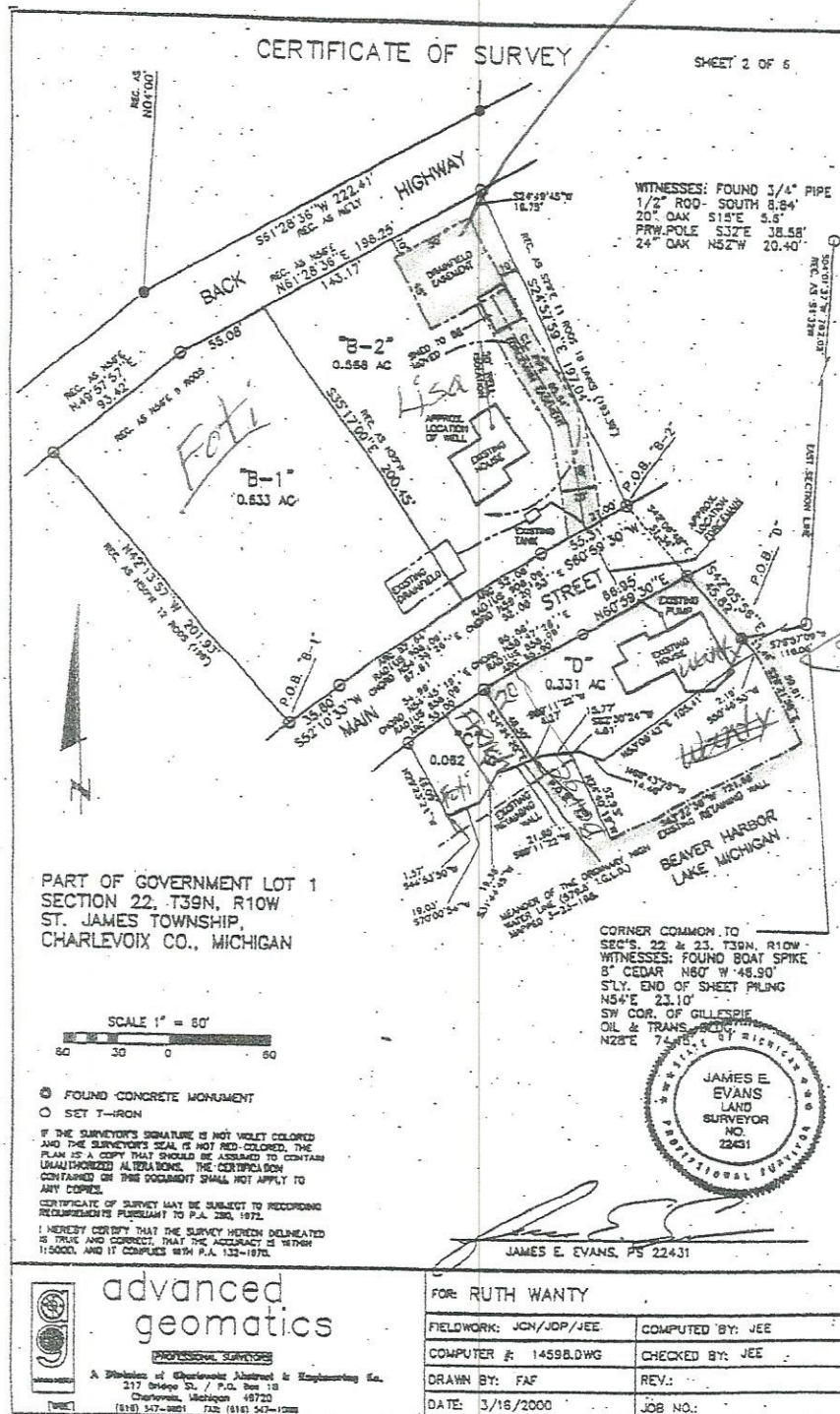
To Whom It May Concern:

I hereby authorize (Contractor name) Kevin B. McDonough to apply
for and sign (as the agent) the necessary Soil Erosion/Stormwater Permits for this project. Any questions
should be directed to (Business name) McDonough Construction Inc.
Sincerely,


Brian J. French
Signature

Brian J. French
Please print name

Brian French
Existing Septic



Brian French
Lot
(not Wanty)



SITE PLAN RELEASE: 3/2/21

APPLICATION FOR SIGN PERMIT		Case No. : <u>5-1865</u>
<u>ST JAMES</u> Township		Date Received: <u>3/31/21</u>
Charlevoix County		Permit Issued: <u>1/1</u>
Fee: <u>\$25.00</u> (Check No. <u>2391</u>)		Action Deferred to:
(Do not write in this box.)		<input checked="" type="checkbox"/> Planning Commission
		<input type="checkbox"/> Zoning Board of Appeals
		Reason Denied: _____

(Please print clearly or type all information)

I. Identification – Complete the following:

- A. Applicant Name Lisa Gillespie
 Address 26005 Main Street
 Phone 231-448-2888
- B. Property owner, (if not applicant) _____
 Address _____
 Phone _____
- C. Property location _____

II General Information:

- A. Sign location Front yard
- B. Sign classification Address marker
- C. Dimensions and area of sign 28" x 26"
- D. Dimensions and area of wall, (if applicable) _____

I hereby depose and say, under the penalties of perjury, that all of the statements and information contained herein are true. If any statements or information are found at a later date to be false, this permit shall become null and void.

Lisa Gillespie
 Signature of Property Owner

 Signature of Applicant or Duly
 Authorized Agent