

# 2017 ANNUAL REPORT OF THE BRIDGEPORT CHARTER TOWNSHIP

## PLANNING & ZONING DEPARTMENT



### PLANNING COMMISSION

**Mike Tate** – Chairperson  
**Tanya Moore** – Vice Chairperson  
**Paul DeSander** – Secretary  
**Calvin Williams** – Town Board Representative  
**Sam Placher** – Member  
**Thomas Coats** – Member  
**Robert Brown** – Member  
**Alberta Culpepper** – Member

### ZONING BOARD OF APPEALS

**Mike Tate** – Chairperson & Planning Commission Representative  
**Craig Beins** – Vice Chairperson  
**William Cannon** – Secretary  
**Jim Secord** – Town Board Representative  
**Robert Licht Jr.** - Member

### STAFF

**Jamie Sedlar** - Planning & Zoning Administrator/ Recording Secretary  
**Ron Wheatley** - Building Inspector/ Official

Bridgeport Charter Township Planning Commission held eight (8) meetings in 2017. A brief summary of each meeting follows:

**January 23, 2017, Regular Meeting:** The members nominated new officers to the Planning Commission: Micheal Tate – Chairperson, Tanya Moore – Vice-Chairperson and Paul DeSander – Secretary. Members were informed that copies of the zoning ordinance would be distributed in the near future. Sam Placher was welcomed as a new commissioner.

**March 27, 2017, Special Meeting:** Site Plan Review request, SPR17-01, for 6855 Junction was held. This was a site plan to utilize the existing building to house multiple tenants in the M-1 Light Industrial District. After deliberation and discussion, the plans were approved with conditions.

**April 24, 2017, Regular Meeting:** Planning & Zoning Administrator Sedlar had a presentation about Smart Growth. Besides educating the Planning Commission about the term and its principles, she informed them that the presentation was a requirement to obtain her certification as Master Citizen Planner through internet training she did through the MSU- Extension.

**May 22, 2017, Special Meeting:** A public hearing was held for Special Use SPU16-05 for 2020 Gabel Road. Site Plan Review SPU17-02 for the same address was heard at this time as well. The request for special land use was for a wedding barn/event venue in an existing barn. After hearing comments and concerns from residents and discussion with additional staff that was present at the meeting, the requests were approved with conditions.

**June 26, 2017, Special Meeting:** Site Plan Review SPR17-03 for 6560 Dixie Highway was held. Love's Travel Stops and Country Stores requested site plan review to construct a Love's Travel Stop to include a Hardee's Restaurant, large convenience store, fueling for passenger vehicles & tractor-trailers and a tire shop. After discussion and deliberation, the request was approved with conditions. Also heard at this meeting was Site Plan Review SPR17-04 for 5540 Dixie Highway. Schoen Holdings, LLC requested Site Plan Review to construct a mini storage facility. After discussion and deliberation, the request was approved with conditions.

**July 12, 2017, Special Meeting:** Site Plan Review SPR16-02 (SPR17-05) for 6971 Junction was revisited. Help Restoration requested a revision on their previously approved site plan. Their request was to change more than 5% of their total square footage of their building, which could not be approved by the Zoning Administrator, according to the Zoning Ordinance. After discussion and deliberation, the request was approved with conditions. Also heard at this meeting were the owners of 2020 Gabel. They asked questions regarding materials that could be used for their parking lot.

**July 24, 2017, Regular Meeting:** A public hearing was held for Adaptive Re-Use, ARU17-01 for 4515 Dixie Highway. Bridgeport Auto Mart requested approval to use the existing premises as a used car sales lot, as it had been used many years ago. After comments,

discussion and deliberation, this request was approved with conditions. Also heard at this meeting was Site Plan Review SPR17-06 for 5195 Dixie Highway. MTK Holdings LLC requested site plan approval for a stone fabrication facility which would include offices and a showroom. Discussion was held and this request was approved with conditions.

**October 23, 2017, Regular Meeting:** Due to a ZBA request, the issue of storage containers was discussed- whether the ordinance language was clear or needed to be revised. The 2018 Meeting schedule was also approved.

**2017 PLANNING COMMISSION**

2017 was a fairly busy year in planning and zoning. There were six (6) Site Plan Reviews, one (1) Adaptive Re-Use (Special Land Use), three (3) Administrative Site Plan Reviews.

Throughout the year, Rowe Professional Services provides a free training course at their Flint location- once in the spring and once in the fall- that all planning commissioners are invited to attend.

<u>Representative</u>	<u>Meetings Attended</u>
Chair- Micheal Tate *	8 of 8
Vice Chair- Robert Brown	8 of 8
Secretary- Tanya Moore	6 of 8
Sam Placher	8 of 8
Paul DeSander	7 of 8
Alberta Culpepper	8 of 8
Thomas Coats	5 of 8
Calvin Williams	4 of 8

\* Micheal Tate also serves on the Zoning Board of Appeals.

**2017 ZONING BOARD OF APPEALS**

The Zoning Board of Appeals typically has only (1) scheduled meeting per year with special meetings scheduled only as requested. This year, there were five (5) meetings. A brief synopsis of these meetings follows:

**January 10, 2017, Regular Meeting:** The members nominated officers to the Zoning Board of Appeals: Micheal Tate – Chairperson, Craig Beins – Vice-Chairperson and William Cannon – Secretary.

**March 21, 2017, Special Meeting:** Appeals Case ZBA17-01 for 6595 Dixie Highway. The applicant, CESO, Inc. on behalf of Speedway, requested additional signage in addition to the signage allowed in the zoning district. They requested to increase the number of directional signs per entrance/exit from 1 to 2, increase the size of the commercial truck directional signs from 1.5 square feet to 32 square feet each and increase the height of the

directional signs from 4 feet to 7 feet. After discussion and deliberation, the request was approved.

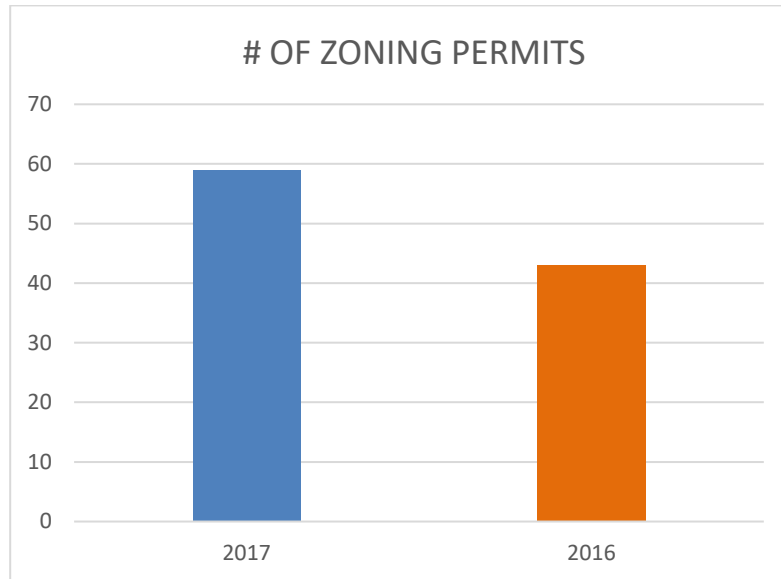
**May 16, 2017, Special Meeting:** Appeals Case ZBA17-02 for 6560 Dixie Highway. The applicant, Love's Travel Stops and Country Stores, requested signage and light pole variances for their proposed project. They requested an increase in the height allowed and number of ground signs on one parcel, increase the sign square footage permitted on one parcel and increase the light pole height permitted in the C-3 Destination Commercial District. After discussion and deliberation, the request was approved.

**June 13, 2017, Special Meeting:** Appeals Case ZBA17-03 for 5060 S. Washington. The applicant requested a variance from the zoning ordinance requirement of 100 foot of frontage. After discussion and deliberation, the request was approved to allow for 32.8 foot of frontage. Also heard at this meeting was Appeals Case ZBA17-04 for 6688 Dixie. The applicant, Asselin & Associates on behalf of Orchid Orthopedics, requested variances to build 20 feet into the 60-foot back yard setback and to allow parking within the front and back yard setbacks. After discussion and deliberation, the request was approved.

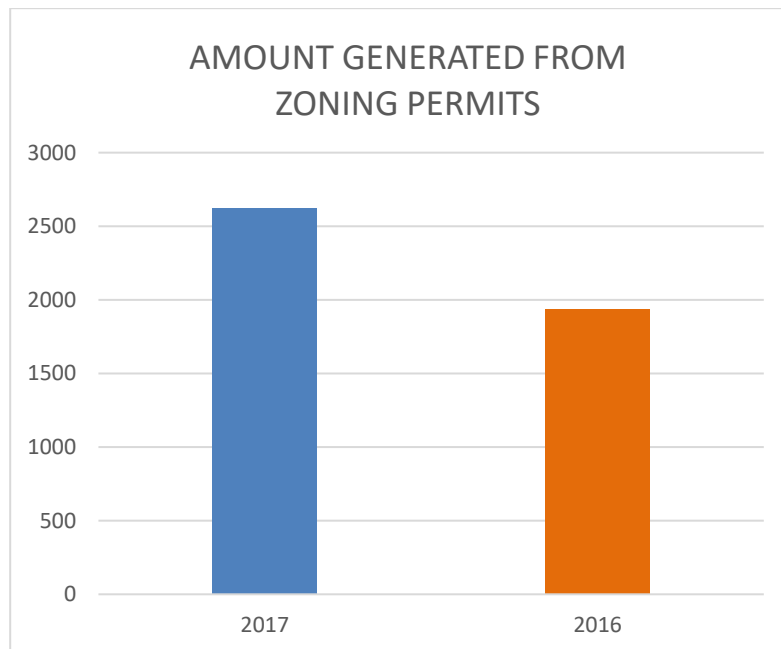
**August 22, 2017, Special Meeting:** Appeals Case ZBA17-05 for 7715 Bell Road. The applicant requested an interpretation of the zoning ordinance as it addresses storage containers. He wanted to place a metal storage container on his vacant property to use in place of a shed or barn to store his tractor that he uses to maintain the property rather than hauling it from his home in Clarkston. After much discussion, the ZBA felt they needed more information from the Planning Commission and what the intent was of what was written in the Zoning Ordinance. No decision was made and the topic was tabled.

<b><u>Representative</u></b>	<b><u>Meetings Attended</u></b>
Chair- Micheal Tate	5 of 5
Vice Chair- Craig Beins	4 of 5
Secretary- William Cannon	5 of 5
Robert Licht Jr.	1 of 5
Jim Secord	5 of 5

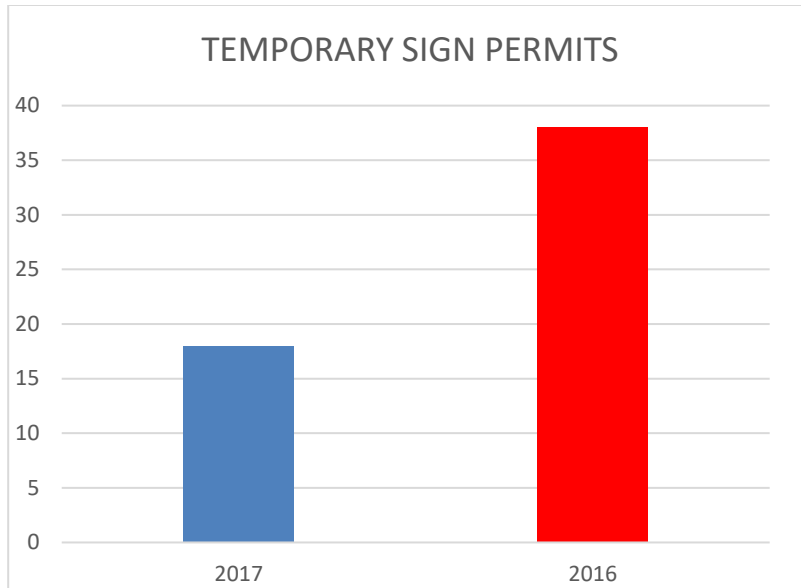
## Permits



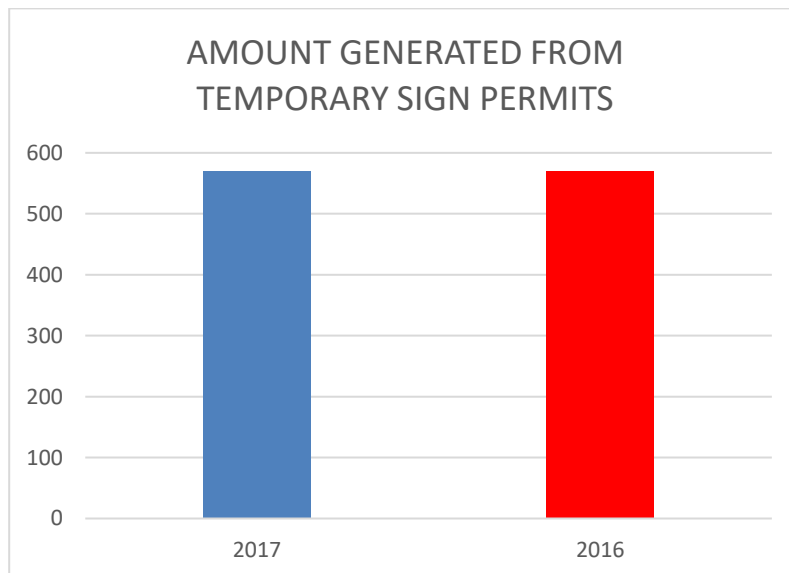
In 2017, 59 zoning permits were obtained for various projects throughout the township. These projects included fences, accessory structures, swimming pools, permanent signs and more. This number is up from 2016, where only 43 permits were obtained.



The revenue generated from the zoning permits also increased. In 2017, \$2,625 was generated from zoning permits. This is an increase of \$690 from 2016's total of \$1,935.



Temporary sign permits are permits required for not only the signs one would rent for an event but, due to the adoption of a new zoning ordinance, the teardrop type signs that are now popular. The ordinance requires a permit for these signs, which are limited by the total number of days used in a calendar year. 2017 shows only 18 temporary sign permits were obtained. 2016 shows 38 temporary sign permits were obtained.



Though 2017's temporary sign permit number is much lower than 2016's, the revenue generated was the same amount of \$570 each year.

The new requirement for temporary zoning permits for the teardrop signs was included in the Winter 2017 tax flyer that was included with the tax bills.

I would like to extend considerable thanks and appreciation to all of the Township Board, Planning Commission and Zoning Board of Appeals members for serving Bridgeport Charter Township in 2017.

Respectfully Submitted,

Jamie Sedlar  
Planning & Zoning Administrator  
Bridgeport Charter Township