



CITY OF BRIDGMAN
PLANNING COMMISSION AGENDA
Thursday, January 20, 2022 5:30 P.M.
City Hall, 9765 Maple Street, Bridgman, MI 49106

(access information on www.bridgman.org)

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call**
- IV. Approve/Amend Agenda** for January 20, 2022
- V. Approval of Minutes** of December 16, 2021
- VI. Hearing of Citizens**
- VII. New Business**
- VIII. Old Business**
 - A. Continue discussing a proposed amendment to the Bridgman Zoning Ordinance to add Planned Unit Developments as a land use tool in order to facilitate growth and development.
 1. Review PUD language from 2009 Bridgman Zoning Ordinance
 2. Planned Unit Development – Michigan Zoning Guidebook
- IX. Staff Update**
- X. Adjournment**

**CITY OF BRIDGMAN
PLANNING COMMISSION
REGULAR MEETING
DECEMBER 16, 2021
5:30 PM**

The regular meeting of the Bridgman City Planning Commission was held on December 16, 2021 at City Hall, 9765 Maple Street, Bridgman, MI and called to order by Chair Hurray at 5:30 p.m.

MEMBERS PRESENT: John Truesdell, Gene Herrman, Mark Hurray, Tom Woerdehoff, Steve Parsons, Dorothea Crocker

MEMBERS ABSENT: Richard Kading

STAFF PRESENT: City Clerk Holm, City Manager Ganum, Building Official Mattner

Pledge of Allegiance was led by the board.

APPROVE/AMEND AGENDA:

Motion by Member Herrman, seconded by Member Woerdehoff to approve the agenda for December 16, 2021 as presented, **voice vote, motion carried unanimously.**

HEARING OF CITIZENS:

- No one wished to be heard.

APPROVE MINUTES:

Chair Hurray inquired about Habitat for Humanity and the housing link from Berrien County that was referenced in the minutes. Ganum said he was hoping to have a video to send with the link. If he doesn't receive the video, he will still send out the link on housing.

Motion by Member Crocker, seconded by Member Woerdehoff to approve the November 11, 2021 minutes as presented, **voice vote, motion carried with Members Truesdell and Herrman abstaining.**

NEW BUSINESS:

Consideration of an extension to the approved site plan for the proposed Casey's at 10299 Red Arrow Highway.

Mattner explained that Casey's has been in contact with him regularly and has asked for a one-year extension so they can break ground in the spring of 2022. Once they break ground, they have two years to complete the project. They are wanting to have a groundbreaking ceremony and be up and running by fall 2022.

Motion by Member Herrman, seconded by Member Woerdehoff to approve the one-year extension for Casey's approved site plan located at 10299 Red Arrow Highway, **voice vote, motion carried unanimously.**

Approval of the 2022 Planning Commission meeting schedule

Chair Hurray asked the board if they want to officially change the time for next year to 5:30 p.m. The board was in agreeance to move the time for next year. Member Herrman wanted to change the August and November dates due to the Berrien County Youth Fair and hunting season.

Motion by Member Herrman, seconded by Member Parsons to approve the 2022 Planning Commission meeting schedule with the following changes:

- Change the meeting time from 6:30 p.m. to 5:30 p.m.
- Change the August 18th meeting to August 11th because of the Berrien County Youth Fair being that week.
- Change the November 18th meeting to November 10th because of hunting season.

Voice vote, motion carried with Truesdell dissenting.

Proposed zoning amendment – staff to describe recommended action to amend the Bridgman Zoning Ordinance to allow Planned Unit Developments in order to facilitate growth and development

Ganum pointed out a few projects that are just over the horizon on a map of the city that includes the Habitat for Humanity Project, an extension of Sunset Village, and the development project on city property. Each one of these projects would need zoning modifications before being able to start.

Mattner explained that the current Zoning Ordinance does not include information on Planned Unit Developments (PUD) which has been in previous Zoning Ordinances. Putting PUD's back into the ordinance would be the best way to handle these upcoming projects to allow for more flexibility. Ganum explained that the city will look at the old version of the PUD that was previously in the Zoning Ordinance along with a few examples from other municipalities. Mattner along with the City Attorney and the City's Williams and Works consultant will all work together to come up with a PUD ordinance for the board to review.

The board discussed the information presented at length including what is all entailed with having a PUD, what the process is, and what fees may be associated with it. They also discussed the different projects that are in the works.

UNFINISHED BUSINESS:

Master Plan Goals and Objectives – Continue review

The board went through Master Plan Goals 14 – 17 on *Resiliency* tonight. The board continued to go through the Master Plan Goals and Strategies at length to see if these goals are still achievable, or if they should recommend actions for the City Council to act upon.

PUBLIC HEARING:

Motion by Member Herrman, seconded by Member Woerdehoff to open the public hearing at 6:30 p.m., **voice vote, motion carried unanimously.**

PURPOSE OF THE PUBLIC HEARING

The Bridgman Planning Commission proposes to amend the definition of Hotel/Lodging in the Bridgman Zoning Ordinance:

PROPOSED NEW:

Hotel/Lodging: A building where the primary use is lodging, with or without meals, furnished to transient, temporary, or resident guests for compensation, and containing more than four (4) rooms for sleeping **quarters which may or may not haveing no a kitchen or individual cooking components such as a microwave, hotplate, toaster, coffee maker, and/or refrigerator, in any individual lodging., but and which building may or may not also have a restaurant on the premises.**

EXISTING: Hotel/Lodging: A building where lodging with or without meals is furnished to transient or resident guests for compensation and containing more than four (4) rooms for sleeping and having no cooking facilities in any individual lodging, but wherein a restaurant may or may not be located

PRESENTATION BY THE PETITIONER

Ganum explained that Attorney Senica made the proposed changes to allow for transient stay in the Commercial area. After the board discussed a few modifications, Ganum pulled up the corrected version:

Hotel/Lodging: A building where the primary use is lodging, with or without meals, furnished to transient, temporary, or resident guests for compensation, ~~and~~ containing more than four (4) rooms for sleeping **quarters which may or may not haveing no a kitchen or individual cooking components such as a microwave, hotplate, toaster, coffee maker, and/or refrigerator, in any individual lodging., but and which building may or may not also have a restaurant on the premises.**

The City is the applicant, and the above version is what the Planning Commission is considering for approval.

PUBLIC COMMENTS

Rita Depedro asked why is the word *temporary* is in the new version and not old version? *Temporary* should have been in red.

CORRESPONDENCE

None

CLOSE THE PUBLIC COMMENTS SESSION

Chair Hurray closed the public comments session.

SESSION FOR COMMISSION TO ASK QUESTIONS AND ADDRESS THE CHAIR ON THE PETITION

Member Truesdell asked why the language specified four rooms and what the significance of that is. Mattner read aloud the definition of Bed and Breakfast to see if that had anything to do with it. The board discussed the proposed language and decided they need more clarification from Attorney Senica on why four rooms is listed in the language. Ganum said he will get clarification from Attorney Senica and reach out to the City's consultant Andy, from William and Works.

CLOSE THE PUBLIC HEARING AND RESUME THE REGULAR MEETING

Motion by Member Herrman, seconded by Member Woerdehoff to close the public hearing and resume the regular meeting at 6:47 p.m., **voice vote, motion carried unanimously.**

NEW BUSINESS

Consideration of an amendment to the Bridgman Zoning Ordinance to recommend and amendment of the definition of Hotel/Lodging to the Bridgman City Council.

Motion by Member Truesdell, seconded by Member Herrman to table amending the definition of Hotel/Lodging in the Bridgman Zoning Ordinance, **voice vote, motion carried unanimously.**

NEW BUSINESS:

The board continued going through the Master Plan Goals and Objectives from where they left off before the public hearing. They finished up with Goal 17 which completes the entire Master Plan Goals and Objectives. Chair Hurray will complete the spreadsheet and share it with the board before making any recommendations to the City Council.

STAFF UPDATE:

Ganum asked the board if they had any questions he could answer:

- Member Herrman asked if there is any consideration of moving the taco truck to another location since Rochefort's is now open in their new location. Ganum said the Corridor Improvement Authority is very strong about having the taco truck in the courtyard area.
- Member Woerdehoff asked if there are any updates with Dominion. Mattner explained that the Berrien County Soil and Erosion has completed their storm water review. The architect turned in a one-page site plan review with no prints. He has no further updates.
- Ganum stated that the Corridor Improvement Authority (CIA) has directed the City to target Red Arrow Highway for property maintenance and building codes. The CIA is going to take a hard look at all of the properties along Red Arrow and do a full assessment.
- Mattner explained that the City previously adopted the 2018 International Property and Maintenance Code Book (IPMC) but they have since come out with a 2021 version. A lot of the language is better in the new version, but amendments can still be made after adoption.

- Member Truesdell asked about what was going on with the Sunset Landing apartments that had a fire a couple years ago. Mattner explained that they have a building permit to build a vestibule in the front of the building. Three out of the nine apartments are back up. The last six units should be available in the next few weeks to rent out.
- Member Herrman asked about the status of the fence on Lake Street that is located in front of Sunset Dunes. He also asked why there is a garbage bag over one of the city fire hydrants. Ganum said the City is currently working with the developer/owner of Sunset Dunes and he will have more information for the board at a later date. After the Fire Department recently did hydrant flushing, they found that some need to be fixed or updated. The garbage bag over the hydrant signifies that there needs to be work done to that hydrant.

ADJOURNMENT:

Motion by Member Herrman, seconded by Member Woerdehoff to adjourn the meeting at 7:08 p.m., **voice vote, motion carried.**

Tom Woerdehoff, Secretary

Allyson Holm, City Clerk/Recording Secretary

ARTICLE IX

PD - PLANNED UNIT DEVELOPMENT DISTRICT

Section 9.01 - Description and Purpose. This District is intended to permit and control the development of preplanned areas for compatible use of the various uses provided and allowed by the City of Bridgman Zoning Ordinance and Building Ordinance, and for other special uses not so provided, including, but not limited to, residential, hospital, outdoor theaters, public and private schools, philanthropic institution, college, country clubs, golf course, private club, community swimming pools and recreational facilities, service type businesses, shopping centers, research & development facilities, commercial industry, and industrial parks. It is intended that this District shall afford each type of use reasonable protection from encroachment or interference by other incompatible land uses, and that reasonable protection be afforded to uses adjacent to this District. Single or multiple parcels of land may be zoned under this District when problems of size, shape, terrain, topography or natural resources may require special regulation.

Under this Section, zoning of any area in the City of Bridgman, and all proceedings in regard thereto, shall be done with due consideration for maintenance of reasonable conditions regarding emission and transmission of injurious or obnoxious noise, vibration, gas, smoke, dust, dirt, control of erosion and blowing sand, litter, odor and light glare, traffic congestion, drainage, lateral land support, effect on property values, light and air, overcrowding of persons, sanitation, general appearance of the area, and other similar considerations having an effect on public health, safety, and general welfare of the people of the surrounding community.

Section 9.02 - Procedures for Application and Approval

1. Minimum Lot Size: Any area within the City of Bridgman containing a minimum area of two (2) acres may by appropriate amendment to this Ordinance as provided in Article XVII, be placed in the Planned Unit Development District.
 2. Development Plan Procedures: Before any land is developed or improvements made in this District, the owner or other interested party shall obtain approval of a Preliminary Development Plan and a Final Development Plan as herein provided.
 3. Planning Commission Review of Preliminary Development Plan: The owner or other interested party shall submit to the City Planning Commission a Preliminary Development Plan, together with an application for approval thereof, setting forth, in general, the proposed uses to be made in the District, and including any than existing or proposed arrangement of streets, lots rail spurs access points, buffer arrangements, rail, water, highway or other transportation arrangements and the relationship of the tract of land involved to surrounding property. Approval of the plan by the City Planning Commission may be conditioned upon suggested changes in the plan which are in accordance with the spirit, purpose, and intent of this Section and the Ordinances of the City of Bridgman.
 4. City Council Approval of Preliminary Development Plan: Final approval of a Preliminary Plan shall be by the City Council, after receiving the recommendations of the Planning Commission thereon and shall incorporate the Preliminary Development Plan by reference. It shall also specify the permitted uses which shall exclude any other uses.
-

5. Planning Commission Review of Final Development Plan: Development or improvement of lots or areas within said District after approval of Preliminary Development Plan shall be accomplished by submission to the City Planning Commission of a Final Development Plan which shall include such of the following information as the City Planning Commission finds reasonably necessary to consider said plan:
- A. A plot plan based on an accurate survey showing location of present and proposed buildings and improvements, streets, railroads, lots, buildings, drives, parking lots, water and sewer lines, and topographical features, including contours at regular intervals, drainage ways, water courses, ground cover and other pertinent physical features of the site.
 - B. A description of proposed operations to be housing within buildings and structures and any outside operations, in sufficient detail to illustrate any noise, smoke, odor, vibration, dust and dirt, control or erosion and blowing sand, noxious gases, glare and heat, fire hazards, industrial wastes and traffic which may be produced by such operations.
 - C. Engineering and architectural plans, at a scale deemed appropriate by the Planning Commission, for controlling problems of the type enumerated under items A and B above, if deemed necessary by the developer, or if required by the City Planning Commission or their authorized representative.
 - D. Preliminary architectural sketches showing exterior elevations of the front, sides and rear building facades or a general statement as to the type of construction and materials to be used in any proposed buildings or structures.
 - E. The period of time within which the project will be completed.
 - F. Additional information which the City Planning Commission or its authorized representative may find reasonably necessary to evaluate the proposed development and its effect on surrounding areas.

The City Planning Commission shall consider the Final Development Plan and shall, when appropriate, direct the specific changes be made to conform with the spirit, purpose and intent of this Ordinance.

6. Testing of Offensive Control Devices: If the City Planning Commission shall determine that the proposed land use as shown on the Final Development Plan might have an enervating, debilitating or offensive effect on adjacent properties, whether industrial, commercial, residential or other, through the effects of noise, smoke, odor, dust and dirt, control of erosion and blowing sand, noxious gases, glare and heat, vibration, fire hazards, industrial wastes or traffic, the City Planning Commission may require the Owner, through the use of qualified technical persons and acceptable testing techniques, to demonstrate the effectiveness of any proposed control devices designed to mitigate any offensive impacts. Upon acceptance by the City Planning Commission of such control devices, they shall be incorporated as a part of the Final Development Plan.
7. Security or Performance Guarantee: The City Planning Commission, in connection with approval of any application for a Final Development Plan, may require reasonable undertakings by the applicant to guarantee and assure, by agreement, including a performance bond to be posted by applicant or by some other reasonable surety arrangement at appropriate stages of the planned development, that the development will be executed in accordance with the approved plan.
-

8. Screening requirements: Each plan shall make provisions for material storage and screening of that area, off-street parking, loading zones, traffic patterns, landscaping, green strips, buffer zones, control of erosion and blowing sand, and other reasonable incidents of planning a development.
 9. City Council Approval of Final Development Plan: Approval or disapproval of a Final Development Plan shall be by the City Council after receiving the recommendations of the Planning Commission thereon. The Planning Commission and the City Council shall base their decisions on the following, and other considerations where applicable.
 - A. Ingress and egress to property and proposed structures thereon with particular reference to motor vehicle and pedestrian safety and convenience, traffic flow and control, and access in case of fire, catastrophe or emergency.
 - B. Off-street parking and loading areas where required, with particular attention to the items in Section 9.01 above and the economic, noise, glare, and odor effects of each use in the PUD on adjoining properties and properties in the proposed PUD.
 - C. Refuse and service areas with particular reference to the items in Section 9.01.
 - D. Sewer, water, and storm drainage with reference to locations availability and compatibility.
 - E. Screening and buffering with reference to type, dimensions, and character.
 - F. Signs, if any and their proposed lighting relative to glare, traffic safety, economic effect, and compatibility and harmony with adjoining properties in the proposed PUD.
 - G. General compatibility with adjacent properties and other property in the proposed PUD.
 - H. The general purposes and spirit of this Ordinance and the General Development Plan of the City.
 10. Filing of Final Development Plan with City Clerk: A copy of the Final Development Plan, if approved, shall be transmitted to the City Clerk for filing with the City of Bridgman Zoning Ordinance.
 11. The City Planning Commission and City Council are specifically authorized to require the recording of a plat in connection with any such application when such would be required by the Subdivision Control Act, being Act 288 of 1967 for the State of Michigan, as amended by the Land Division Act, being Act 591 of 1996, as amended.
-