

MINUTES  
BEDFORD TOWNSHIP PLANNING COMMISSION  
8100 JACKMAN ROAD, TEMPERANCE, MICHIGAN  
MARCH 14, 2018

**PRESENT:**

MATTHEW ANGERER, CHAIR  
DENNIS JENKINS, VICE-CHAIR  
LAMAR FREDERICK, TOWNSHIP BOARD LIAISON  
DAN STEFFEN, SECRETARY  
TOM ZDYBEK  
RON FRITZ  
JOE GARVERICK

**EXCUSED:**

NONE

**ABSENT:**

NONE

**ALSO PRESENT:**

KAREN M. KINCAID, PLANNING AND ZONING ADMINISTRATOR  
JODIE L. RECTOR, PLANNING AND ZONING, ASSISTANT, RECORDING SECRETARY

Angerer called the Bedford Township Planning Commission meeting to order at 7:00 p.m. The Pledge of Allegiance was said. Steffen called the roll. Quorum present.

***APPROVAL OF THE AGENDA***

**Motion by Frederick, supported by Steffen, to approve the agenda. Motion carried.**

***APPROVAL OF THE MINUTES***

**Motion by Jenkins, supported by Zdybek, to approve the minutes of February 28, 2018. Steffen Abstained. Motion carried.**

***PUBLIC COMMENT (LIMIT 3 MINUTES)***

NONE

***NEW BUSINESS***

**A) REQUEST FOR FINAL SITE PLAN APPROVAL FOR BEDFORD O & M TREATMENT PLANT ON PARCEL NUMBER 5802-101-040-00, OTHERWISE KNOWN AS 327 LAVOY ROAD, TEMPERANCE, MI 48182**

Kincaid reviewed the analysis stating the subject site consists of approximately 17.5 +/- acres which is the location of the waste water treatment plant for Bedford Township. The submitted site plan is for improvements to the site and is being submitted by the Monroe County Drain Commission on behalf of Bedford Township. Kincaid continued to say the submitted site plan is to renovate and expand the existing Administration Building an additional 1,087 square feet and to remove the existing chlorine contact tanks # 1 & 2 to construct a Filter & UV Building and a Filter Backwash Storage Tank.

Kincaid noted on March 5, 2018, the Board of Zoning Appeals granted a variance to allow gravel to serve as hard surface on the site as there is already existing gravel within the site, the access road is for contractors and employees use, and the site is not accessed by the general public.

Kincaid advised as this submittal is to improve the treatment plant for Bedford Township, the Monroe County Drain Commission will work in conjunction with their engineering firm, Spicer Group and the

Township's Engineer, MSG, when moving forward with construction onsite. Bedford Township Fire Department has reviewed the submitted plan and provided an approval letter on 3/8/18.

Kincaid explained that Mr. Csurgo, Monroe County Deputy Drain Commissioner, is in attendance and will be able to answer any questions or concerns the Planning Commission may have.

**Tim Csurgo, Monroe County Drain Commission-Representative for the Township and Drain Commission-** Mr. Csurgo explained the reason for the change from chlorine tanks to the UV and filter tank and the storage tank. Mr. Csurgo also discussed the history of the property.

Garverick inquired if this repair is due to an increase in the amount of capacity. Mr. Csurgo stated there is a great amount of capacity left. Frederick asked if there would be an additional number of employees. Mr. Csurgo explained the addition to the administration building is to increase the meeting area, add a shower area, and to modernize the existing building. Angerer questioned if the repairs were going to make the plant more efficient. Mr. Csurgo said to simplify the process.

**MOTION BY JENKINS, SUPPORTED BY STEFFEN, TO APPROVE FINAL SITE PLAN APPROVAL FOR BEDFORD O & M TREATMENT PLANT ON PARCEL NUMBER 5802-101-040-00, OTHERWISE KNOWN AS 327 LAVOY ROAD, TEMPERANCE, MI 48182 CONDITIONED UPON MONROE COUNTY DRAIN COMMISSION WORKING IN CONJUNCTION WITH THE SPICER GROUP AND THE MANNIK AND SMITH GROUP.**

**Roll call as follows: Voting Aye: Jenkins, Steffen, Frederick, Fritz, Zdybek, Garverick and Angerer  
Voting Nay: None.  
Excused: None  
Absent: None  
Motion carried.**

**B) REQUEST FOR FINAL SITE PLAN APPROVAL FOR BEDFORD TOWNSHIP, IVOR LINDSAY HOUSING, ON PARCEL NUMBER 5802-022-004-20, OTHERWISE KNOWN AS 8745 LEWIS AVENUE, TEMPERANCE, MI 48182**

Kincaid reviewed the analysis stating the subject site consists of approximately 9.37 +/- acres which is the location of the Ivor J. Lindsay Housing. The submitted site plan is for an additional four parking spaces and a 670 square foot maintenance garage. Kincaid noted per Section 400.1903 "Accessory Building Table", the site is allowed an unlimited amount of cumulative square footage for accessory structures; however, due to the proposed location of the accessory building in proximity to the existing structures, the Building and Planning departments made a determination to use the size of the accessory building to determine the setbacks and to meet the following ordinance requirements: a maximum 800 square foot accessory building in an RME, Elderly Housing Zoning District requires a minimum of 10 feet from any building, a minimum of 5 feet from side and rear property lines, and a maximum height of 14 feet. Kincaid stated while the site plan for the accessory building meets the requirements of the ordinance, the proposed additional parking spaces are not required by ordinance but have been reviewed and approved by the MCDC, as there is an increase in hard surface. The Bedford Township Fire Department also reviewed and approved the plan. Kincaid stated due to the minimal impact the 670 square footage accessory structure and increased parking area will have on the overall site, it was determined there was no need for engineering reviews, as the MCDC and BTFD approved the plan from a drainage and safety aspect, and the Building Department will enforce setback requirements though the permitting process. Kincaid said approvals have been received from MCDC on 3/6/18 with comments/conditions and BTFD on 3/8/18. Kincaid advised should Final Site Plan Approval be granted, you may want to include that approval be contingent upon addressing all comments/ conditions of the MCDC review letter.

**Ed Glowacki- Buehrer Group-Representative for Bedford Township and Ivor Lindsay Housing-Project Engineer- 314 Conant Street, Maumee, OH-** Mr. Glowacki was available to answer any questions.

Angerer inquired on the existing structure. Mr. Glowacki stated there is an existing dumpster enclosure that will be relocated. Frederick asked if the comments from the MCDC have been addressed. Mr. Glowacki advised they have been addressed and resubmitted. Jenkins spoke on a proposed barrier free parking space due to the proximity to access to the proposed maintenance garage. Mr. Glowacki stated there is nothing definite at this time, however he would look at the site plan and consider a barrier free parking space within that area. Jenkins commented on vehicle movement within the proposed parking area, and asked that it be further reviewed for ease in maneuvering without blocking access to the proposed structure.

**MOTION BY STEFFEN, SUPPORTED BY JENKINS, TO APPROVE THE FINAL SITE PLAN APPROVAL FOR BEDFORD TOWNSHIP, IVOR LINDSAY HOUSING, ON PARCEL NUMBER 5802-022-004-20, OTHERWISE KNOWN AS 8745 LEWIS AVENUE, TEMPERANCE, MI 48182 AS THERE IS LITTLE TO NO IMPACT ON THE SURROUNDING PROPERTIES, AND CONDITIONED UPON ADDRESSING ALL ISSUES OUTLINED IN THE MCDC AND BTFD REVIEW LETTERS.**

**Roll call as follows: Voting Aye: Steffen, Jenkins, Frederick, Garverick, Fritz, Zdybek and Angerer**

**Voting Nay: None.**

**Excused: None**

**Absent: None**

**Motion carried.**

***PUBLIC COMMENT –***

None.

***INFORMATION –***

Kincaid advised tentatively there will be a meeting on March 28, 2018.

***COMMISSION / STAFF COMMENT –***

Frederick spoke highly on the dedication and work Ms. Soda has done for the community and the Ivory J. Lindsay Housing. Frederick spoke on the possibility to graciously thanking her publicly at a Township Board Meeting.

***ADJOURNMENT –***

**The meeting was duly adjourned at 7:25 p.m.**

*Respectfully submitted,*

*Jodie L. Rector, Recording Secretary*