



Cass County Planning Commission

*Ryan Laylin
Richard Palmisano
Edwin Johnson III*

*David Kring
Annie File
Char Hiemstra*

*Robert Thompson
Dan Stutsman
Dianna McGrew*

AGENDA

Wednesday, June 22, 2022 at 4:00 PM

**Cass County Building
120 N. Broadway
Kincheloe Room
Cassopolis, MI 49031**

Call to Order - 4:00 PM

Approval of Agenda

Approval of Minutes – May 25, 2022

Old Business:

New Business:

- 1. Pokagon Township – Rezoning request – K. Clark**
- 2. Discussion – Master Plan Update**

Other Business:

Adjournment:

CASS COUNTY PLANNING COMMISSION

Minutes of May 25, 2022

The meeting was called to order by Dan Stutsman at 4:08 p.m.

Members Presents: Annie File, Dan Stutsman, Char Hiemstra, Richard Palmisano, David Kring and Dianna McGrew.

Members Absent: Robert Thompson, Ryan Laylin and Edwin Johnson III.

Approval of Agenda: Motion made by Richard Palmisano to approve the agenda, seconded by Dianna McGrew and motion carried.

Approval of Minutes: Motion made by Annie File to approve the minutes, seconded by Richard Palmisano and motion carried.

New Business:

1. LaGrange Township – A motion was made by Dan Stutsman to approve the two P.A. applications for the Reed family, seconded by Annie File and motion carried.

2. Marcellus Township – Discussion was held about the proposed new zoning ordinance to clarify lake front properties. Motion to approve was made by Dianna McGrew, seconded by Annie File and motion carried.

3. Discussion – Members present recommended that Chair Robert Thompson place a Master Plan Update on the agenda for the month of June.

Adjournment: Motion to adjourn meeting at 4:24 made by Annie File, seconded by Richard Palmisano and motion carried.

Respectfully submitted,

Char Hiemstra, Secretary



Dear Local Government Official:

When you send the Cass County Planning Commission material for their review, please use the attached checklist and include it with the other documents that you submit. Thank you.

Checklist

Signed ~~cover letter~~ requesting review and summarizing the process which has already occurred.

Already sent

- ✓ Copy of the public hearing minutes.
- 2 ✓ Copy of section of Township Land Use Plan that applies to/supports action.
- 2 ✓ Copy of section of zoning ordinance, including amendments or supplements, which apply to/support action.

For an initial ~~zoning ordinance~~: 8 copies on loan with map(s).

For text changes (~~amendments or supplements~~): those portions affected or a comprehensive summary of the changes and, if affected, the map.

- ✓ For ~~petitions for rezoning~~, a copy of the petition with the map(s) showing: zoning of adjoining properties within 300 ft. for which action was taken and the parcel(s) of consideration and roads need to be clearly identified and labeled. If not included on the petition, the cover letter should indicate acreage, existing zoning, requested zoning, existing use and proposed use.

Does the action taken by the Township concur with the Township Ordinance, Zoning Map and/or Land Use Master Plan for that property? If not, is the request eligible for Zoning Board of Appeals action?

If any ~~provision of~~ public services is or will be involved, include correspondence from the affected unit expressing its awareness.

IT IS RECOMMENDED THAT A MEMBER OF THE PLANNING COMMISSION ATTEND THE COUNTY PLANNING COMMISSION MEETING TO FURTHER EXPLAIN THE REQUEST AND TO ANSWER QUESTIONS.

Date: 6-14-22

Signed: Mary Schaden

-----**POKAGON TOWNSHIP**

PLANNING COMMISSION-----

June 8, 2022

Cass County Planning Commission
120 North Broadway
Cassopolis, MI 49031

Dear Commissioners:

Regarding a Rezoning Request from Kent Clark, 57855 M-51, Dowagiac, MI, to rezone Parcel #14-110-010-192-00 from R1-Residential, to C-2 General Commercial to allow for construction of mini storage units per the attached copy of their rezoning request.

A Public Hearing was held on Tuesday, June 6, 2022, which was duly advertised and property owners within 300' were notified by mail.

The Pokagon Township Planning Commission recommended that the Pokagon Township Board approve the rezoning.

Please review the attached request and reply with an opinion of the Cass County Planning Commission.

Sincerely,



Mary Schrader
Secretary

Enc.

Application for: (Check any that apply)

from B1 low density to C2-General Commercial

Name Alexia L. Money Phone(h) 269-591-0036(w)

Address 601 main St. City/State/Zip Daragiac, MI 49047

Nature of applicant's interest in property: Mini Storage Units

X Name Kent Clark Phone(h) 269-341-2007 (w) _____

Address 24481 Dutch Settlement St. City/State/Zip Cassopolis, MI 49031

Address/location 57855 M-51 Davosiac, MI 49047

Between Pevine and Polkagon

Parcel ID Number 14-110-010-192-00

Current zoning of parcel R1-residential Property size 2.949 acres

Attach sketch or scale drawing of building(s), property lines, and label uses of adjacent parcels.

Description of Proposed Use/Request: (Attach extra pages)

Supporting documentation, i.e. site plan. What steps do you propose to mitigate any negative impacts?

NEW USE AS MINI STORAGE (1) FOLLOWS MASTER PLAN

②. LOW TRAFFIC IMPACT ③. LOW UTILITY IMPACT ④. EXISTING DRIVE WILL
NO SEPTIC NO WELL BE UTILIZED

Reason for request TO CONSTRUCT MINI STORAGE UNITS

I hereby attest that the information on this application form is, to the best of my knowledge, true and accurate.

Signature of applicant

Date 4-25-2022

Signature of owner if not applicant

Date 4/25/2022

Optional: I hereby grant permission for members of the Pokagon Township (Planning Commission, Zoning Board of Appeals, Township Board, Zoning Administrator, and/or Building Inspector), to enter the above described property for the purposes of gathering information related to this application. Note to the applicant: This permission is optional and failure to grant permission will not affect any decision on your application. The undersigned acknowledges that if a permit is granted or other decisions favorable to the undersigned that the said decision does not relieve the applicant from compliance with other provisions of the Pokagon Township Zoning Ordinance.

Applicant Signature _____

Date 4-25-2022

POKAGON TOWNSHIP

Application for: (Check any that apply)

☒ Re-zoning ☐ Conditional Use ☐ Variance/interpretation (Zoning Board of Appeals)
 from B1 low density to C2-General Commercial
☐ Home occupation ☐ Planned Unit Development ☐ Site Plan Review ☐ Other _____

Applicant Information:

Name Alexia L. Money Cell: _____
 Address 601 main st. Phone(h) 269-591-0036(w)
 City/State/Zip Darigiac, MI 49047
 Nature of applicant's interest in property: mini storage units

Owner(s) Information: (List anyone with a legal or equitable interest in the property.)

X Name Kent Clark Phone(h) 269-341-2007
 Address 24481 Dutch settlement st. City/State/Zip Cassopolis, MI 49031

Property Information:

Address/location 57855 M-51 Darigiac, MI 49047
 Between Pewee and Pokagon

Parcel ID Number 14-110-010-192-00

Current zoning of parcel B1-residential Property size 2.949 acres

Attach sketch or scale drawing of building(s), property lines, and label uses of adjacent parcels.

Description of Proposed Use/Request: (Attach extra pages)

Supporting documentation, i.e. site plan. What steps do you propose to mitigate any negative impacts?

NEW USE AS MINI STORAGE (1) FOLLOWS MASTER PLAN
 (2) LOW TRAFFIC IMPACT (3) LOW UTILITY IMPACT (4) EXISTING DRIVE WILL
NO SEPTIC NO WELL BE UTILIZED

Reason for request TO CONSTRUCT MINI STORAGE UNITS

I hereby attest that the information on this application form is, to the best of my knowledge, true and accurate.

Alexia L. Money
 Signature of applicant

Date 4-25-2022

Kent Clark
 Signature of owner if not applicant

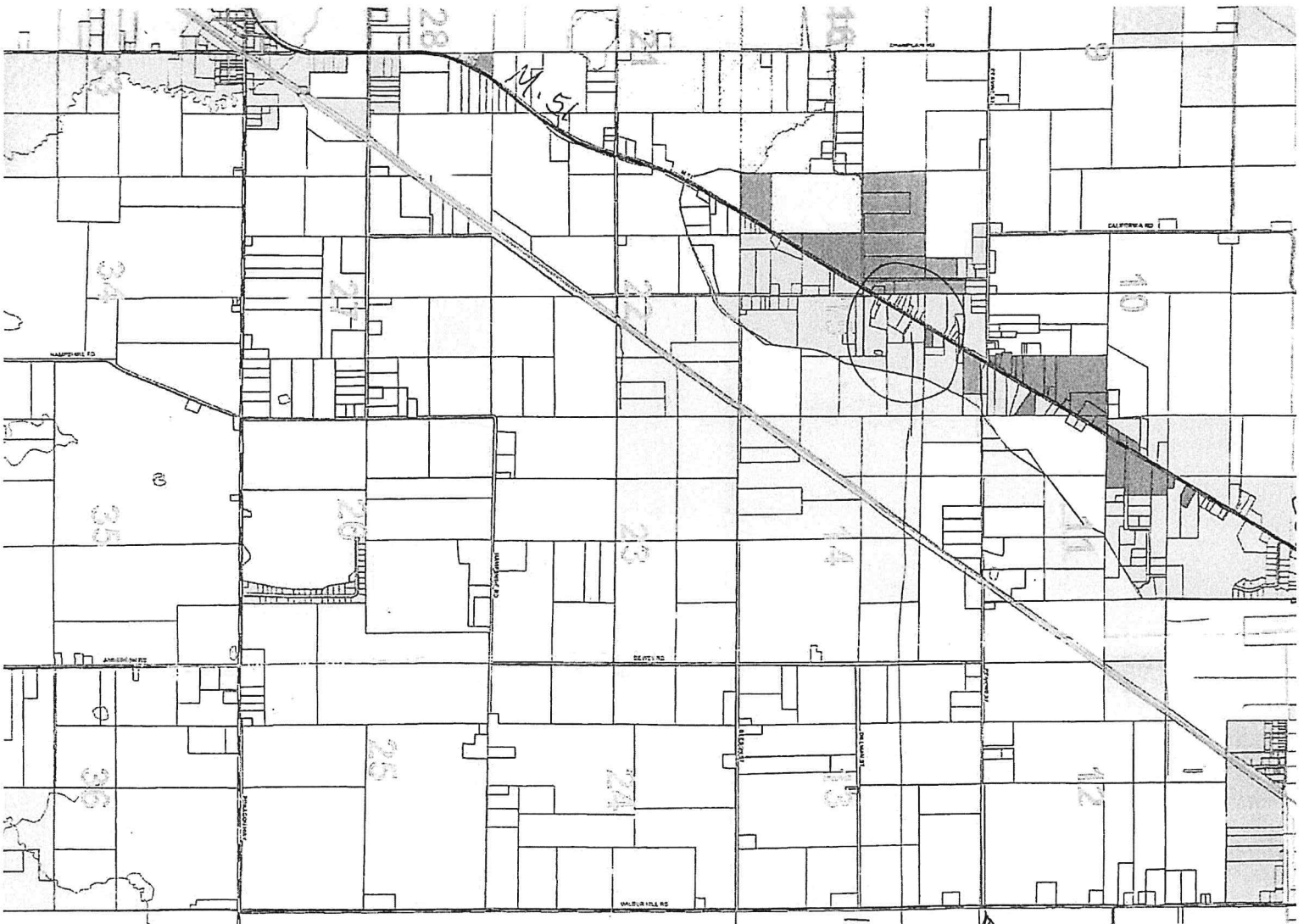
Date 4/25/2022

Optional: I hereby grant permission for members of the Pokagon Township (Planning Commission, Zoning Board of Appeals, Township Board, Zoning Administrator, and/or Building Inspector), to enter the above described property for the purposes of gathering information related to this application. Note to the applicant: This permission is optional and failure to grant permission will not affect any decision on your application. The undersigned acknowledges that if a permit is granted or other decisions favorable to the undersigned that the said decision does not relieve the applicant from compliance with other provisions of the Pokagon Township Zoning Ordinance.

Applicant Signature Alexia L. Money Date 4-25-2022

Renee Weiser, Township Clerk

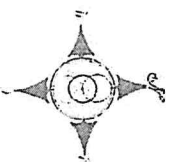
Linda Preston, Township Supervisor



DISTRICT LEGEND

- OSP: Open Space Preservation
- A-1: Agricultural Production
- A-2: Agricultural-Residential
- R-1: Low Density Residential
- R-2: Medium Density Residential
- R-3: High Density Residential
- R-MF: Multiple Family Residential
- R-MHC: Manufactured Housing
- Community
- C-1: Local Commercial
- C-2: General Commercial
- I-1: Light Industrial
- PUD: Planned Unit Development
- City of Dowagiac
- Bureau of Indian Affairs Trust Properties

*Notes: Any lot existing on the effective date of this Zoning Map, that is both adjacent to Smith's Lake and Smith's Lake Drive, is zoned R-3.



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POKAGON TOWNSHIP PLANNING COMMISSION
QUARTERLY MEETING/PUBLIC HEARING – JUNE 7, 2022

MEMBERS PRESENT: MARY SCHRADER, KEVIN YOUNG, VICKIE WOOD, ROZANNE SCHERR

ABSENT: JOE SCHERER

OTHERS PRESENT: LINDA PRESTON, JOE TRUE

VICE CHAIRMAN VICKIE WOOD BROUGHT MEETING TO ORDER AT 6:00 P.M. MOTION BY ROZANNE SCHERR, SUPPORTED BY KEVIN YOUNG, TO ACCEPT MINUTES OF MARCH 8, 2022 MEETING. ALL AYES. MINUTES ACCEPTED AS RECORDED.

VICE CHAIRMAN OPENED PUBLIC HEARING RE: REZONING REQUEST FROM KENT CLARK FOR PARCEL #14-110-010-192-00 CURRENTLY ZONED R-1. REQUEST IS TO CHANGE TO C-2 TO ALLOW FOR MINI STORAGE UNITS.

VICE CHAIRMAN RECOGNIZED KEVIN BARKER, ARCHITECT REPRESENTING ALLEXIA MONEY WHO IS PLANNING TO PURCHASE THE PARCEL FROM KENT CLARK. MR. BARKER INDICATED THAT THERE WILL BE NO SEPTIC, WATER, OR UTILITIES; EXISTING DRIVEWAY WILL BE USED; UNITS WILL BE ONE STORY; THERE WILL BE FENCING AROUND THE PROPERTY AND LIGHTING; SIGNAGE REQUIREMENTS WILL BE FOLLOWED ACCORDING TO ZONING ORDINANCE; SECTION 7.13 OF ZONING ORDINANCE WILL BE COMPLIED WITH; TIME FRAME FOR COMPLETION IS EXPECTED TO BE BY THE END OF 2023. HE ALSO STATED THAT CURRENTLY THEY ARE NOT SURE HOW MANY UNITS WILL BE BUILT, BUT THAT INFORMATION WILL BE AVAILABLE IN SITE PLAN. NO FURTHER COMMENTS. PUBLIC HEARING CLOSED.

MOTION BY ROZANNE SCHERR, SUPPORTED BY KEVIN YOUNG, TO RECOMMEND APPROVAL OF REZONING REQUEST. ALL AYES.

NO FURTHER BUSINESS. MOTION BY VICKIE WOOD, SUPPORTED BY KEVIN YOUNG, TO ADJOURN. ALL AYES. MEETING ADJOURNED AT 6:30 P.M.



MARY SCHRADER
SECRETARY

CASS COUNTY MASTER PLAN

July 1, 2014

the township's rural character and the economic stability of farm operations, heighten the rate at which farmland is converted to alternative uses, encourage the destruction of ecosystems and natural resources, and encourage the inefficient use of the township's land resources.

Residential Settlement Areas

The Residential Settlement Areas are comprised of the township's principal existing settlement areas including areas adjacent to Dowagiac and the Sumnerville and Pokagon settlements. The Residential Settlement Areas are established in recognition of the existing settlement areas of the township, including support for the protection of the desirability and stability of these neighborhoods, and to provide opportunities for additional residential development of a similar character than planned elsewhere in the township. The primary uses of land are to be limited to single family and two-family residences. Secondary uses are to be limited to alternative living arrangements such as townhouses, apartments, assisted living facilities, and similar housing options, and uses that directly support and enhance desirable residential areas such as schools and religious institutions.

Development densities of one dwelling per one acre are considered reasonable in the absence of sanitary sewer service. Development densities of three to four dwellings per acre are considered reasonable in the presence of such service. Greater densities including townhouses and apartments may be reasonable but only after special review to determine if such proposal is appropriate on the particular site, taking into consideration such factors as compatibility with surrounding conditions, likely environmental impacts, adequacy of infrastructure and services to serve the development, and available design measures to minimize impacts upon existing neighborhoods.

M-51 Mixed Use Corridor

The M-51 Mixed Use Corridor extends along M-51 approximately one mile north and one-quarter mile south of Peavine St. This highway segment is characterized by farmland, uses of a commercial and industrial character, and numerous residences including extended segments of strip residential development. The Corridor is located principally along the west side of the highway where non-residential uses are most dominant. The M-51 Mixed Use Corridor is intended to accommodate primarily commercial uses and light industry and is established in recognition of the existing commercial and industrial uses along these highway segments and the excellent access and visibility available, and to provide opportunities for additional commercial services and industry. Commercial/industrial development may extend into the Agricultural Preservation Areas directly behind the Corridor where it is determined that the necessary

acreage is appropriate for desirable Corridor development, but such development should not extend more than approximately 1,000 feet from the highway.

Primary commercial uses are to be limited to uses that address day-to-day needs of the local population, seasonal visitors and highway travelers, including retail sales, offices, personal services, and eateries. Secondary commercial uses include those that provide additional benefits and which may cater to a more regional population and/or are of a size, scale or intensity that increases the potential for negative impacts. Such uses are to be subject to special review proceedings. Industrial uses are to be limited to those of a low intensive character such as assembly of pre-manufactured products and communication and information technologies. Site layout, principal buildings and accessory facilities along the Corridor should be of a character and design that encourages compatibility with adjacent and nearby land uses and the community as a whole, including highway access management; signage; building height, size, and bulk; and landscaping/screening.

In the absence of a market for commercial or industrial uses within this corridor, this corridor may be appropriate for farming and residential growth of a character described under "Residential Settlement Areas." However, prospective residents should be aware that neighboring parcels and other portions of this Corridor may transition into commercial and/or industrial uses.

While the Future Land Use Plan supports the continued presence of the scattered residences along portions of Mixed Use Corridor, to the extent desired by those residing within, the Plan also recognizes the past incremental commercialization of this segment of M-51 and the value of accommodating additional commercial and industrial uses in this Corridor. The Future Land Use Plan supports appropriate landscaping and screening as new non-residential uses are established to minimize negative impacts on existing residences. At the same time, the Plan also finds the incremental conversion of residences to non-residential uses to be reasonable provided measures are taken to minimize impacts upon nearby residences.

Mixed Use Village Areas

The unincorporated villages of Sumnerville and Pokagon exhibit a mixed-use character dominated by comparatively higher density residential patterns along with several commercial and public uses. The villages are the township's original settlement areas. Both have witnessed decline in more recent years in population, care of properties, and loss of businesses. The Future Land Use Plan supports the improvement and redevelopment of these settlement areas. Their role as future growth areas is supported by their historical

CASS COUNTY MASTER PLAN

July 1, 2014

erosion and sedimentation, clearing, vegetative buffers, and filling.

POKAGON TOWNSHIP Zoning Plan – Table 1

Overview of Recommended Zoning District Structure and Relation to Future Land Use Map

Zoning District (example names)	Primary Relationship to Future Land Use Map	Primary Intended District Uses	Examples of Secondary District Uses
<u>OSP</u> : Open Space Preservation	Resource Conservation Area	Open space, nature areas, wildlife areas, and resource-based recreation such as hunting	Single family dwellings
<u>AG</u> : Agricultural	Agricultural Preservation Area	Agriculture and limited single family dwellings	Veterinary clinics, kennels, and bed and breakfasts
<u>R-1</u> : Low-Density Residential	Residential Settlement Areas	Single family dwellings	Golf courses, schools, religious institutions, and parks
<u>R-2</u> : Medium Density Residential	Residential Settlement Areas	Single and two-family dwellings	Golf courses, schools, religious institutions, and parks
<u>R-3</u> : High Density Residential	Residential Settlement Areas	Single and two-family dwellings	Schools, religious institutions, and parks
<u>R-MHC</u> : Manufactured Housing Community	Residential Settlement Areas	Manufactured housing communities	Day care facilities
<u>R-MF</u> : Multiple Family	Residential Settlement Areas	Apartments, townhouses, and similar living arrangements.	Assisted living facilities, golf courses, and parks
<u>C-1</u> : Local Commercial	M-51 Mixed Use Corridor, Indian Lake Commercial Area, Dowagiac Commercial Area, and Mixed Use Village Areas	Retail, office and personal service uses catering to local needs	Kennels, taverns, and fast-food restaurants
<u>C-2</u> : General Commercial	M-51 Mixed Use Corridor, Indian Lake Commercial Area, and Dowagiac Commercial Area	Uses that serve a more regional population or require facilities of greater size/scale, including retail, offices, personal services, trade showrooms, and health clubs	Hotels, vehicle sales, taverns, fast-food restaurants, funeral homes, building materials sales, and mini-storage
<u>I-1</u> : Light Industrial	M-51 Mixed Use Corridor and Park Place Industrial Area	Industrial uses of a "light" character such as small parts assembly, equipment repair, and information technologies	Somewhat higher impact uses such as lumber mills, metal plating, light manufacturing, and commercial warehousing

Table 3-4¹
SITE DEVELOPMENT REQUIREMENTS¹

All principal land uses and principal buildings shall comply with the site development requirements of Table 3-4 unless otherwise specified by this Ordinance.

See Section 3.8 regarding site development requirements for the Manufactured Housing Community District (R-MHC).

See Section 20.8 regarding development standards for accessory buildings and structures.

See Section 12.3 regarding buffer standards in association with natural resource areas.

Zoning District	Minimum Lot Area	Minimum Lot Width and Frontage	Maximum Building Height	Maximum Lot Coverage	Minimum Yard Setback ⁸		
					Front	Each Side	Rear
OSP Open Space Preservation	10 acres	330 ft. ²	35 ft. ³	10%, but not less than 2,000 sq. ft.	50 ft. ⁵	30 ft. ⁶	50 ft.
A-1 Agricultural Production	40 acres ⁴	660 ft. ^{2,4}	35 ft. ³	10% for lots less than 40 acres, but not less than 2,000 sq. ft.	50 ft. ⁵	50 ft. ⁶	50 ft.
A-2 Agricultural Residential	2 acres	200 ft. ²	35 ft. ³	10% but not less than 2,000 sq. ft.	50 ft. ⁵	30 ft. ⁶	50 ft.
R-1 Low Density Residential	20,000 sq. ft.;	100 ft. ²	35 ft. ³	30%, but not less than 2,000 sq. ft.	30 ft. ⁵	10 ft. ⁶	30 ft.
R-2 Medium Density Residential	10,000 sq. ft.; 20,000 sq. ft. without SS	85 ft. ²	35 ft. ³	30%, but not less than 2,000 sq. ft.	30 ft. ⁵	10 ft. ⁶	30 ft.
R-3 High Density Residential	5,000 sq. ft.; 20,000 sq. ft. without SS	70 ft. ²	35 ft. ³	35%, but not less than 1,500 sq. ft.	20 ft. ⁵	10 ft. ⁶	30 ft.
R-MF Multiple Family	1 acre	150 ft. ²	35 ft. ³	40%	30 ft. ⁵	25 ft. ⁶	30 ft.
C-1 Local Commercial	20,000 sq. ft.	150 ft. ²	40 ft. ³	60%	50 ft. ⁵	20 ft. ⁶	20 ft. ⁷
C-2 General Commercial	20,000 sq. ft.	150 ft. ²	40 ft. ³	60%	50 ft. ⁵	20 ft. ⁶	20 ft. ⁷
I-1 Light Industrial	2 acres	225 ft. ²	35 ft. ³	50%	50 ft. ⁵	25 ft. ⁶	50 ft. ⁷

SS = Sanitary Sewer

See following pages for Table 3-4 Footnotes.

Section 7.13 Mini/Self Storage Facilities

A. Compliance with Table 3-4: See Table 3-4 for standards pertaining to minimum lot area, width, frontage, and yard setbacks, and maximum building height and lot coverage.

B. Additional Standards and Requirements:

1. No storage of hazardous, toxic, or explosive materials shall be permitted at the facility. Signs shall be posted at the facility describing such limitations.
2. There shall be a minimum of thirty (30) feet between storage buildings for driveway, parking, and fire lane purposes. Where no parking for loading or unloading is permitted within the building separation areas, said building separation need only be twenty-two (22) feet. Traffic direction and parking shall be designated by signaling, signs or painting.
3. No retail, wholesale, fabrication, manufacturing, or service activities may be conducted from storage units.
4. Storage units shall not contain more than 500 square feet each.
5. All storage shall be within the enclosed building area unless specifically provided for otherwise as part of an approved site plan, as in the case of the storage of recreational vehicles. No outdoor storage shall occur within a front yard and within fifty (50) feet of a side and rear lot line.

Section 7.14 Motels and Hotels

A. Compliance with Table 3-4: See Table 3-4 for standards pertaining to minimum lot area, width, frontage, and yard setbacks, and maximum building height and lot coverage.

B. Additional Standards and Requirements:

1. Each unit shall contain at least a furnished bedroom and bath and a minimum gross floor area of two hundred fifty (250) square feet.
2. Motels and hotels shall provide customary services such as maid service, linen service, and telephone and/or desk service.
3. A hotel or motel may include accessory services including meeting rooms and restaurants provided such uses are contained within the motel building, comply with the provisions of this Ordinance including adequate off-street parking in addition to the motel itself, and such uses are made part of the zoning permit application for which approval is granted.
4. A caretaker's residence may be established within the motel only.

Section 7.15 Multiple Family Developments

A. Compliance with Table 3-4: See Table 3-4 for standards pertaining to minimum lot area, width, frontage, and yard setbacks, and maximum building height and lot coverage, except as follows:

1. The portion of a building within fifty (50) feet of a lot line shall not exceed twenty-five (25) feet in height.
2. Buildings shall be a minimum twenty-five (25) feet from the edge of a parking lots and access drives not otherwise comprising a road right-of-way.

B. Additional Standards and Requirements:

1. The minimum distance between any two buildings on the lot shall be equal to fifty (50) feet except that the minimum distance between any two buildings on the lot that are generally arranged end-to-end shall be the height of the taller building but no less than twenty (20) feet.
2. There shall be provided easily accessible and usable open space in the development in an amount of ten percent (10%) or more of the site area or one hundred (100) square feet per dwelling unit, whichever is greater, but in no case shall less than ten thousand (10,000) square feet be provided. No single designated open space shall be less than 1,000 square feet in area. Such open space shall be available for recreation and leisure, and may be located on an adjacent parcel where part of a unified development plan.
3. In no case shall a residential building be more than one hundred fifty (150) feet from the parking lot from which it is served.
4. Accessory buildings, structures, and uses that are clearly customary and incidental to the functioning of the development are permitted, including business and administrative offices, laundry facilities and auxiliary storage for tenants, and community buildings.
5. All access drives shall have a minimum pavement width of thirteen (13) feet for one-way streets and twenty-four (24) feet for two-way streets.