

**Municipal Offices:**  
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**Interim Village Manager:**  
Sarah Moyer-Cale

**Village Clerk/Treasurer**  
Kimberly J. Keesler

*Village Planning  
Commission of Almont*  
817 North Main Street  
Almont, Michigan 48003

**Members:**  
Martin Wells, Chairperson  
Thomas Tadajewski, Vice-Chair  
John Cadwell, Secretary  
Steve Schneider, Village President  
Richard Tobias, Member  
Glenn Meek, Member  
Terry Roach, Member

**REGULAR MEETING OF THE VILLAGE PLANNING COMMISSION OF ALMONT  
MARCH 5, 2015**

**CALL TO ORDER:** Chairperson Wells called the Regular Meeting of the Village Planning Commission of Almont to order at 7:28 p.m.

**ROLL CALL:**

Members Present:	Martin Wells	Chairperson
	Tom Tadajewski	Vice-Chairperson
	John Cadwell	Secretary
	Glenn Meek	Member
	Terry Roach	Member
	Richard Tobias	Member
Members Absent:	Steve Schneider	Village President
Staff Present:	Sarah Moyer-Cale	Interim Village Manager
	Kimberly Keesler	Recording Secretary
Guests:	Jeremy Yarborough	Owner, Bur Oak Properties, LLC

**APPROVAL OF AGENDA**

Wells moved, Meek seconded, **PASSED UNANIMOUSLY**, to approve the agenda.

**APPROVAL OF MINUTES**

Cadwell moved, Tadajewski seconded, **PASSED UNANIMOUSLY**, to approve the Regular Meeting minutes of February 5, 2015.

**PUBLIC HEARING**

None

**NEW BUSINESS**

**1. SITE PLAN APPROVAL FOR APARTMENTS BEHIND 134 S. MAIN ST.**

Manager Moyer-Cale presented to Commission a list of items that would need a waiver for the presented site plan for 134 S. Main Street. The special land use was approved in November 2014; however, the Village Ordinance requires a site plan to be approved for all special land uses. Discussion was held.

Moved by Roach, Tadajewski seconded, **PASSED UNANIMOUSLY**, to approve the site plan presented with the following conditions:

- To include the rendering that was included in the original special land use application discussed at the November 20, 2014 regular planning commission meeting.
- To obtain an agreement with the Village of Almont that the tenants may be permitted to use the public parking lot, however, the building's legal owner must apply for a variance should the parking lot ever cease to exist.

- To waive the following requirements, as allowed by Article 7, section 7.02 of the Zoning Ordinance due to the fact that applicant is not constructing any structure or parking lot.
  - The site plan must be prepared by and carry the seal of the architect who drew it
  - The dimensions of all improvements and yards
  - Site plan should be to scale
  - Existing improvements within 200 feet of all property lines
  - Topography
  - Location and dimension of all driveways and street approaches.
  - Site drainage
  - Sign location
- To waive the following requirements due to the fact that it was included with the special land use review on November 20, 2014.
  - Complete legal description
  - Size of site in acres
  - Zoning of site and all surrounding property
  - Site lighting
  - Number of dwelling units
- To waive the planting of trees and shrubs as there is not room on the property for additional landscaping. Mr. Yarborough did state, however, they would plant a couple of bushes behind the building at 130 S. Main by the sidewalk.
- To waive the location of all site utilities as they already exist.

## **OLD BUSINESS**

### **1. Zoning Ordinance Revision Project**

Manager Moyer-Cale tabled the Design Guidelines – Introduction and Article 5 – Signs until the entire Planning Commission was present.

Manager Moyer-Cale presented the proposed changes to Article 7, Site Plan Review and Article 8, Special Land Use. Discussion was held.

It was consensus of the Commission to have the following changes added:

- The Planning Standards section should be before Submission Requirements in Article 7
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## **PUBLIC COMMENTS**

Member Meek inquired if the protruding sign at 134 S. Main was allowed and if a permit was issued. Manager Moyer-Cale will follow-up at the next meeting.

Member Meek also inquired as to the empty lot behind Muirs being used for parking.

## **ADJOURNMENT**

Meek moved, Tadajewski seconded, **PASSED UNANIMOUSLY**, to adjourn the meeting.

Meeting adjourned at 9:25 p.m.

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Kimberly J. Keesler  
Recording Secretary

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John Cadwell  
Planning Commission Secretary

Approved: April 2, 2015



*"We're growing in the right direction."*