

- AGENDA -

REGULAR MEETING OF THE WEST BRANCH PLANNING COMMISSION TO BE HELD AT THE WEST BRANCH CITY HALL, 121 N. FOURTH ST. ON TUESDAY, JULY 12, 2022, BEGINNING AT 6:00 PM

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance.
- IV. Public Hearing
- V. Additions to the Agenda
- VI. Public Comment – Agenda Items Only – 3 Minute Limit (general rule)
- VII. Approval of Minutes from July 12, 2022
- VIII. Site Plan review
- IX. Sign Permit
- X. Unfinished Business
- XI. New Business
  - A. Condo change request
- XII. Communications
  - A. Day care zoning change requirements
- XIII. Reports and/or comments
  - A. Chairperson Report
  - B. Member reports
- XIV. Public Comment – Any Topic – 3 Minute Limit (general rule)
- XV. Adjournment

**Call to Order**

**Roll Call**

**Pledge of  
Allegiance**

# Public Hearings

# **Additions to the Agenda**

# **Public Comment -Agenda Items**

# **Approval of Minutes**

REGULAR MEETING OF THE WEST BRANCH PLANNING COMMISSION HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET, ON TUESDAY, JULY 12, 2022.

Chairperson Cori Lucynski called the meeting to order at 6:00 p.m.

Present: Bob David, Yvonne DeRoso, Cori Lucynski, and Mike Jackson

Absent: Josh Erickson, Kara Fachting, and Rusty Showalter

Others officers in attendance: City Manager, John Dantzer

\*\*\*\*\*

All stood for the Pledge of Allegiance.

\*\*\*\*\*

**MOTION BY DAVID, SECOND BY LUCYNSKI, TO APPROVE THE MINUTES FROM THE MEETING HELD MAY 10, 2022.**

**Yes — David, DeRoso, Lucynski, Jackson**

**No – None**

**Absent – Erickson, Fachting, Showalter**

**Motion carried**

\*\*\*\*\*

As an addition to the agenda, the Board discussed as sign variance for 2206 M-76. The sign variance for Dunham's was needed due to the height and size of the monument sign. City Manager Dantzer noted the monument sign had all of the businesses in the plaza that it was serving and the sign would be in the exact same location and size as the Family Fare sign that it was replacing.

The Board discussed areas in the City that could be rezoned for larger commercial/industrial opportunities.

**MOTION BY LUCYNSKI, SECOND BY JACKSON, TO APPROVE THE SIGN VARIANCE FOR DUNHAM'S SPORTING GOODS AT 2206 S M-76 TO ALLOW THE MONUMENT SIGN TO BE THE SAME SIZE AND HEIGHT AS THE SIGN IT WAS REPLACING.**

**Yes — David, DeRoso, Lucynski, Jackson**

**No – None**

**Absent – Erickson, Fachting, Showalter**

**Motion carried**

\*\*\*\*\*

**MOTION BY JACKSON, SECOND BY DEROSO, TO EXCUSE MEMBERS FACHTING AND SHOWALTER FROM THE MEETING DUE TO ILLNESS.**

**Yes — David, DeRoso, Lucynski, Jackson**

**No – None**

**Absent – Erickson, Fachting, Showalter**

**Motion carried**

\*\*\*\*\*

Member David brought up concerns on the recycling center and noted the State Rd project looks good

Member Lucynski noted Cuzins Cycle was expanding.

\*\*\*\*\*

Meeting was adjourned at 6:32 pm



# **Site Plan Review**

# **Sign Permit**

# **Unfinished Business**

**New Business**



[www.deshano.com](http://www.deshano.com)

325 Commerce Court   P O Box 539   Gladwin, Michigan 48624-0539

989-426-2521   800-234-0800   Fax: 989-426-0526

July 20, 2022

Hello,

Please find enclosed the permit application for TBD West River Park Dr. for lots 4/5 ID# 052-655-004-00 / 052-655-005-00

Should you have any questions please do not hesitate to reach out to me.

Thank you,  
April Yennior  
Construction Coordinator  
989-426-2521  
[april@deshano.com](mailto:april@deshano.com)

Enc.



121 North Fourth Street, West Branch, Michigan 48661  
Phone 989-345-0500, Fax 989-345-4390, e-mail [citymanager@westbranch.com](mailto:citymanager@westbranch.com)  
The City of West Branch is an equal opportunity provider, employer, and lender

## ZONING AND USE PERMIT APPLICATION

Applicant: Contractor ☐ Homeowner ☒

Property Owner: Deshano Construction

Mailing address: 325 Commerce Ct

Phone Number: 989-426-2521 Property ID # 052-655-004-00  
052-655-005-00

Project Address: TBD West River Park Dr.

Contractor Name: Deshano Companies, Inc

Contractor Address: 325 Commerce Ct

Contractor Phone: 989-426-2521

Use Residential

Type of Improvement Other

Dimensions: (skip this section if it is just a use permit)

Length 50' Width 42' Height 18.5'

Setbacks:

Front 28' Rear 35' Sides 22'

Applicant Signature: C. O. Date: 7-19-22

(See reverse for site plan sketch area)

See attached

Please include: Roads, sidewalks, setbacks and distance from current structures.

**\*\*Applicant is required to contact Miss Dig at 811**

---

Staff Action: Date\_\_\_\_\_ Approved\_\_\_\_\_ Denied\_\_\_\_\_ Signature\_\_\_\_\_

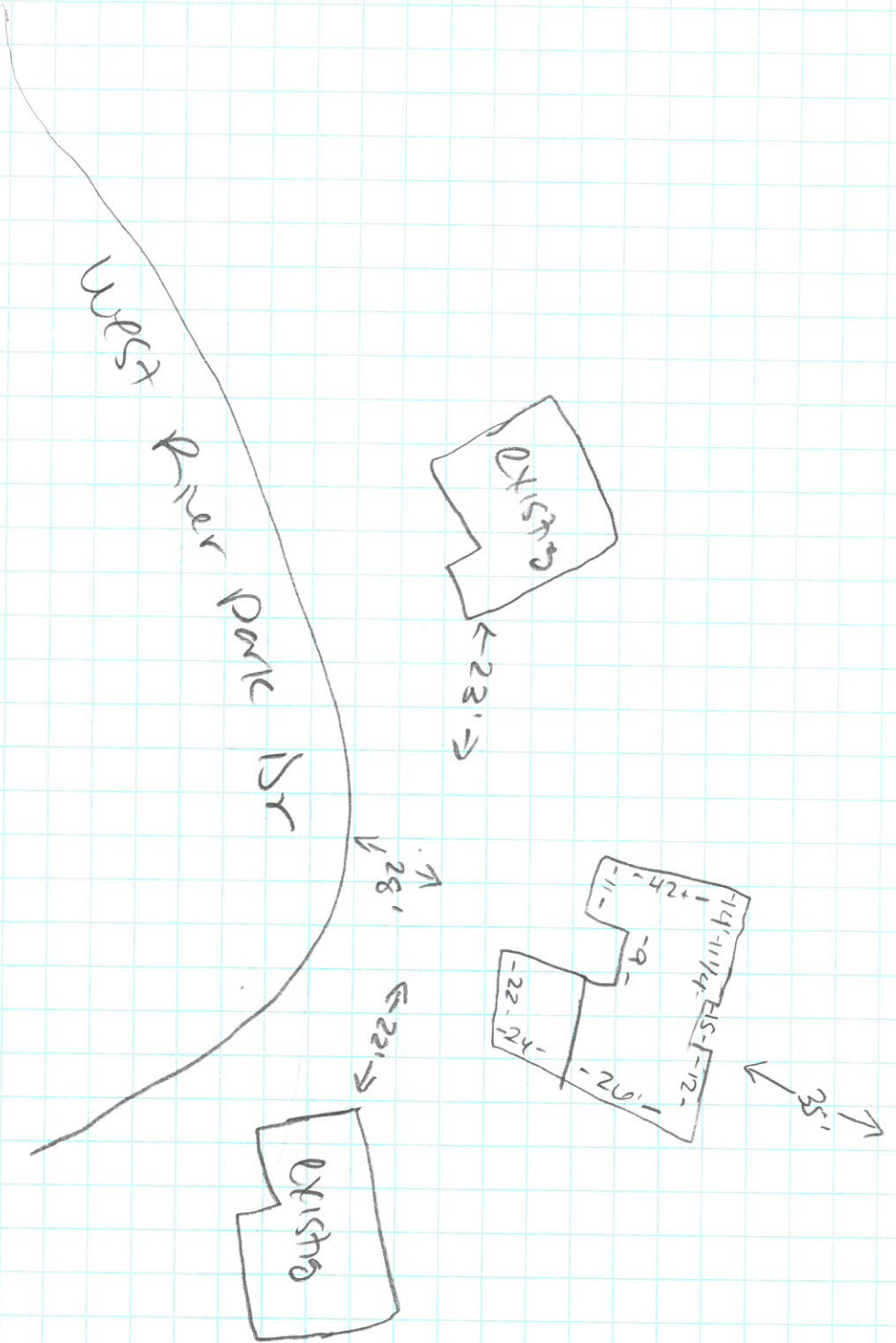
**Permit No.**\_\_\_\_\_

Application fee (\$25.00 for residential, \$50 for commercial) - PAID\_\_\_\_\_ NOT PAID\_\_\_\_\_

S:\Forms -8-27-20

TBD West River Park Dr  
052-055-005-00  
052-065-004-00

Man





	COORDINATES	
1	5000.0000	5000.0000
2	5081.9952	4999.1147
3	5083.0114	5032.1056
4	5000.7490	5032.9930
5	5006.4209	5282.9317
6	5062.7005	5282.3240
7	5090.7088	5282.0216
8	5097.8520	5513.9405
13	5161.1230	5840.9558
15	5303.7133	6094.3056
16	5185.8747	6209.4859
17	5145.0806	6192.0348
18	5146.7418	6265.2360
19	4813.7691	6269.4995
21	4791.4334	5285.2530
22	4986.3503	5303.5779
23	5015.7808	5343.9987
24	4944.0473	5495.0044
25	4894.1215	5497.7280
26	4878.7085	5659.3968
27	4927.2202	5671.5052
28	4952.8795	5830.7549
29	4910.6261	5857.4879
30	4954.9930	5969.1615
31	5005.0680	5964.9310
33	4985.9793	6037.4611
44	4848.2248	5995.1950
45	4875.5753	5953.3387
48	5034.8086	5556.6208
49	4944.1646	5557.5995
50	4923.3481	5751.3053
51	5167.2657	5748.6717
54	5047.8912	5892.6077
55	5114.1931	5944.1835
56	5152.1689	5971.8318
57	5158.8421	6001.0801
58	5169.2396	6051.8164
59	5166.5525	6081.6958
60	5154.2586	6114.1528
61	5138.2240	6139.5081
62	5096.0345	6171.2095
63	5072.4454	6189.7448
64	5022.9733	6188.7735
65	4939.0196	6185.9831
66	4872.3065	6120.9071
67	4838.6582	6043.9409
68	4857.6320	5916.6620
69	4834.9147	5878.9801
70	4835.7989	5785.7121
71	4829.8050	5653.8142
72	5063.8540	5514.3076
73	5034.5364	5544.6238
74	5023.9388	5549.7250
75	5040.8311	5467.4167
76	5046.1157	5440.8129
77	5053.5869	5329.0623
78	4829.4648	5638.8180
79	4824.6518	5514.8952
80	4824.1982	5494.9004
81	4823.2453	5452.9112
82	4822.9050	5437.9150
83	4821.9521	5395.9259
84	4821.6118	5380.9297
85	4820.6589	5338.9405

PROPOSED: 12/24/08  
JOB NO. 36-4594.00

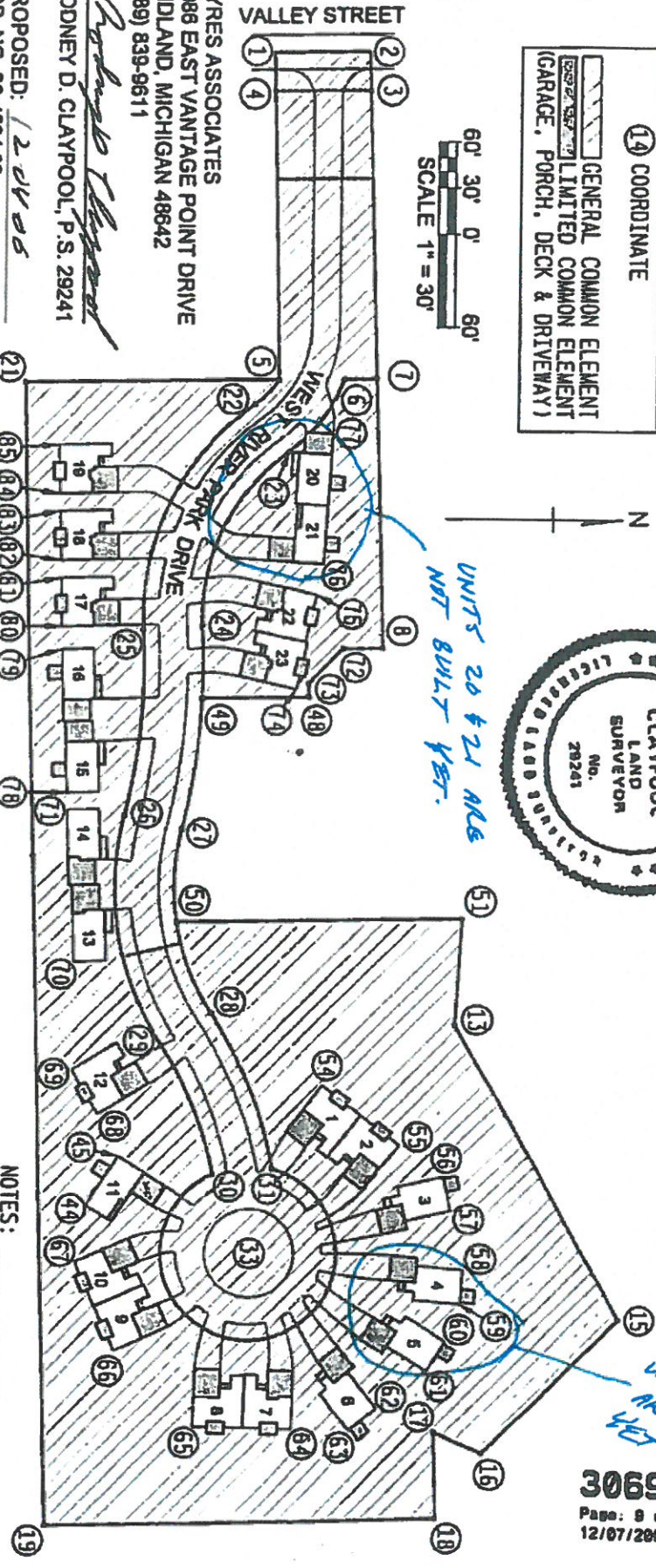
AYRES ASSOCIATES  
3086 EAST VANTAGE POINT DRIVE  
MIDLAND, MICHIGAN 48842  
(989) 839-9611  
RODNEY D. CLAYPOOL, P.S. 29241

FOR UNITS 20 & 21 WOULD LIKE TO BUILD ONE UNIT INSTEAD OF TWO  
FOR UNITS 4 & 5 WOULD LIKE TO BUILD ONE UNIT INSTEAD OF TWO

NOTES:

1. ALL PROPOSED IMPROVEMENTS SHOWN IN THIS DEVELOPMENT MUST BE BUILT EXCEPT WHERE INDICATED.
2. UNIT SIZES, STYLES AND FOOTPRINT MAY VARY FROM PLAN.
3. DEVELOPER IS NOT REQUIRED TO CONSTRUCT ALL UNITS.

WEST RIVER  
PARK CONDOMINIUMS  
PHASE 3  
SITE PLAN  
SHEET 4 OF 27



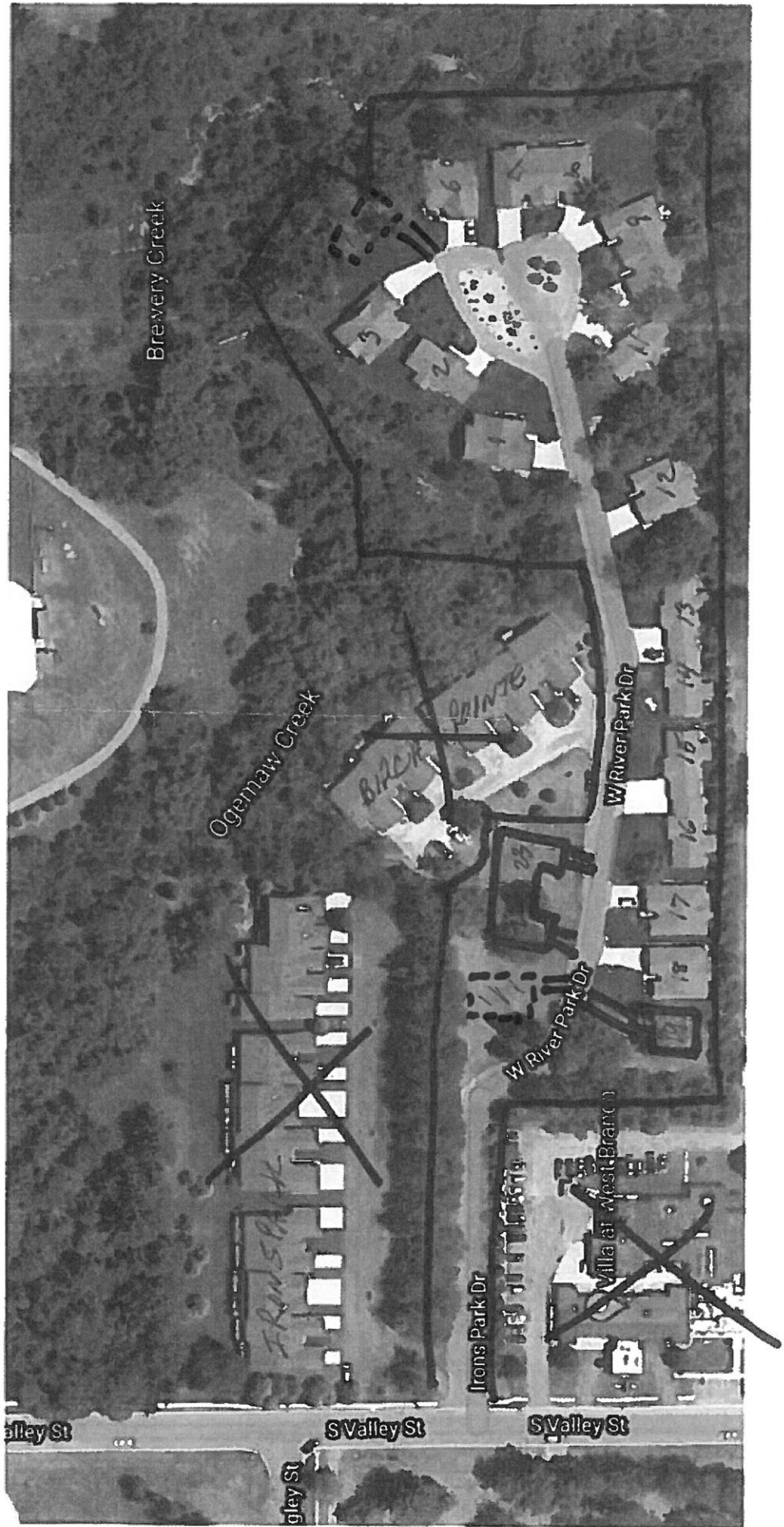
**LEGEND**

①④ COORDINATE

GENERAL COMMON ELEMENT  
(GARAGE, PORCH, DECK & DRIVEWAY)









325 Commerce Court P O Box 539 Gladwin, Michigan 48624-0539  
989-426-2521 800-234-0800 Fax: 989-426-0526

July 20, 2022

Hello,

Please find enclosed the permit application for TBD West River Park Dr. for lots 20/21 ID# 052-655-020-00 / 052-655-021-00

Should you have any questions please do not hesitate to reach out to me.

Thank you,  
April Yennior  
Construction Coordinator  
989-426-2521  
[april@deshano.com](mailto:april@deshano.com)

Enc.



121 North Fourth Street, West Branch, Michigan 48661  
Phone 989-345-0500, Fax 989-345-4390, e-mail [citymanager@westbranch.com](mailto:citymanager@westbranch.com)  
The City of West Branch is an equal opportunity provider, employer, and lender

## ZONING AND USE PERMIT APPLICATION

Applicant: Contractor ☐ Homeowner ☒

Property Owner: Deshano Construction

Mailing address: 325 Commerce Ct

Phone Number: 989-426-2521 Property ID # 052-655-020-00

Project Address: TBD West River Park Dr.

Contractor Name: Deshano Companies, Inc

Contractor Address: 325 Commerce Ct

Contractor Phone: 989-426-2521

Use Residential

Type of Improvement Other

Dimensions: (skip this section if it is just a use permit)

Length 50' Width 42' Height 18.5'

Setbacks:

Front 25' Rear 35' Sides 16'

Applicant Signature: [Signature] Date: 7-19-22

(See reverse for site plan sketch area)

See attached

Please include: Roads, sidewalks, setbacks and distance from current structures.

**\*\*Applicant is required to contact Miss Dig at 811**

Staff Action: Date\_\_\_\_\_ Approved\_\_\_\_\_ Denied\_\_\_\_\_ Signature\_\_\_\_\_

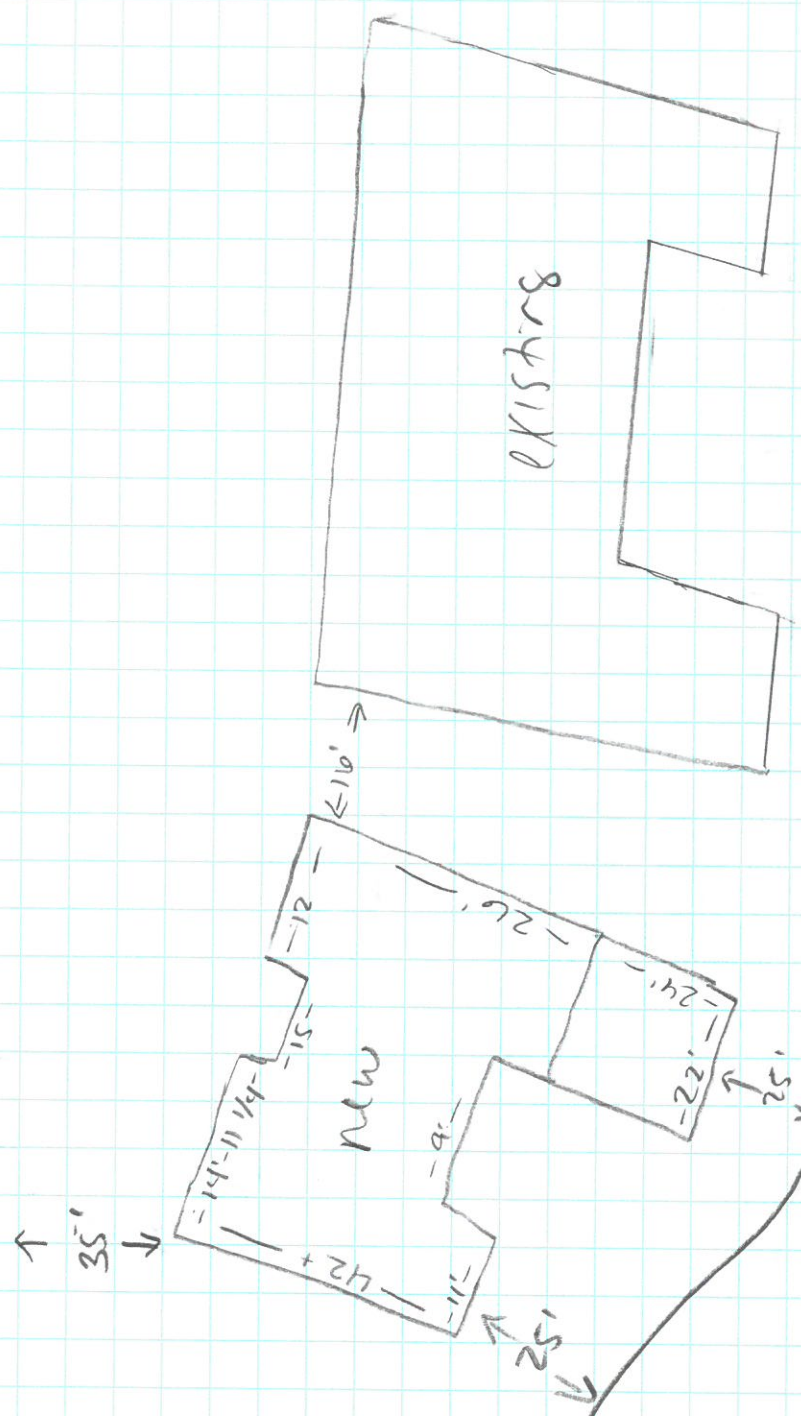
**Permit No.**\_\_\_\_\_

Application fee (\$25.00 for residential, \$50 for commercial) - PAID\_\_\_\_\_ NOT PAID\_\_\_\_\_

S:\Forms -8-27-20

TBD West River Park Dr.  
Parcel # 052-055-021-00  
052-055-020-00

North



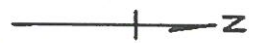
West River Park Dr.



**LEGEND**

①④ COORDINATE

GENERAL COMMON ELEMENT  
(GARAGE, PORCH, DECK & DRIVEWAY)



7-18-22

UNITS 4 & 5 ARE NOT BUILT YET

**3069592**

Page: 8 of 32  
12/07/2006 10:21A

AYRES ASSOCIATES  
3086 EAST VANTAGE POINT DRIVE  
MIDLAND, MICHIGAN 48842  
(989) 839-9611

*Rodney D. Claypool*  
RODNEY D. CLAYPOOL, P.S. 29241

PROPOSED: 12.04.06  
JOB. NO. 36-4594.00

COORDINATES		
1	5000.0000	5000.0000
2	5081.9952	4999.1147
3	5083.0114	5032.1056
4	5000.7490	5032.9938
5	5006.4209	5282.9317
6	5062.7005	5282.3240
7	5090.7008	5282.0216
8	5097.8520	5513.9405
13	5161.1230	5840.9558
15	5303.7133	6094.3056
16	5185.8747	6209.4859
17	5145.0806	6192.0348
18	5146.7418	6265.2360
19	4813.7691	6269.4995
21	4791.4334	5285.2530
22	4986.3503	5303.5779
23	5015.7808	5343.9987
24	4944.0473	5495.0044
25	4894.1215	5497.7280
26	4878.7085	5659.3968
27	4927.2202	5671.5052
28	4952.8795	5830.7549
29	4910.6261	5857.4879
30	4954.9930	5969.1615
31	5005.0680	5964.9310
33	4985.9793	6037.4611
44	4848.2248	5995.1950
45	4875.5753	5953.3387
48	5034.8086	5556.6208
49	4944.1646	5557.5995
50	4923.3481	5751.3053
51	5167.2657	5748.6717
54	5047.8912	5892.6077
55	5114.1931	5944.1835
56	5152.1689	5971.8318
57	5158.8421	6001.0801
58	5169.2396	6051.8164
59	5166.5525	6081.6958
60	5154.2586	6114.1528
61	5138.2240	6139.5081
62	5096.0345	6171.2095
63	5072.4454	6189.7448
64	5022.9733	6188.7735
65	4939.0196	6185.9831
66	4872.3065	6120.9071
67	4838.6582	6043.9409
68	4857.6320	5916.6620
69	4834.9147	5878.9801
70	4835.7989	5785.7121
71	4829.8050	5653.8142
72	5063.8540	5514.3076
73	5034.5364	5544.6238
74	5023.9388	5549.7250
75	5040.8311	5467.4167
76	5046.1157	5440.8129
77	5053.5869	5329.0623
78	4829.4648	5638.8180
79	4824.6518	5514.8952
80	4824.1982	5494.9004
81	4823.2453	5452.9112
82	4822.9050	5437.9150
83	4821.9521	5395.9259
84	4821.6118	5380.9297
85	4820.6589	5338.9405

FOR UNITS 20 & 21 WOULD LIKE TO BUILD ONE UNIT INSTEAD OF TWO

FOR UNITS 4 & 5 WOULD LIKE TO BUILD ONE UNIT INSTEAD OF TWO

UNITS 20 & 21 ARE NOT BUILT YET.

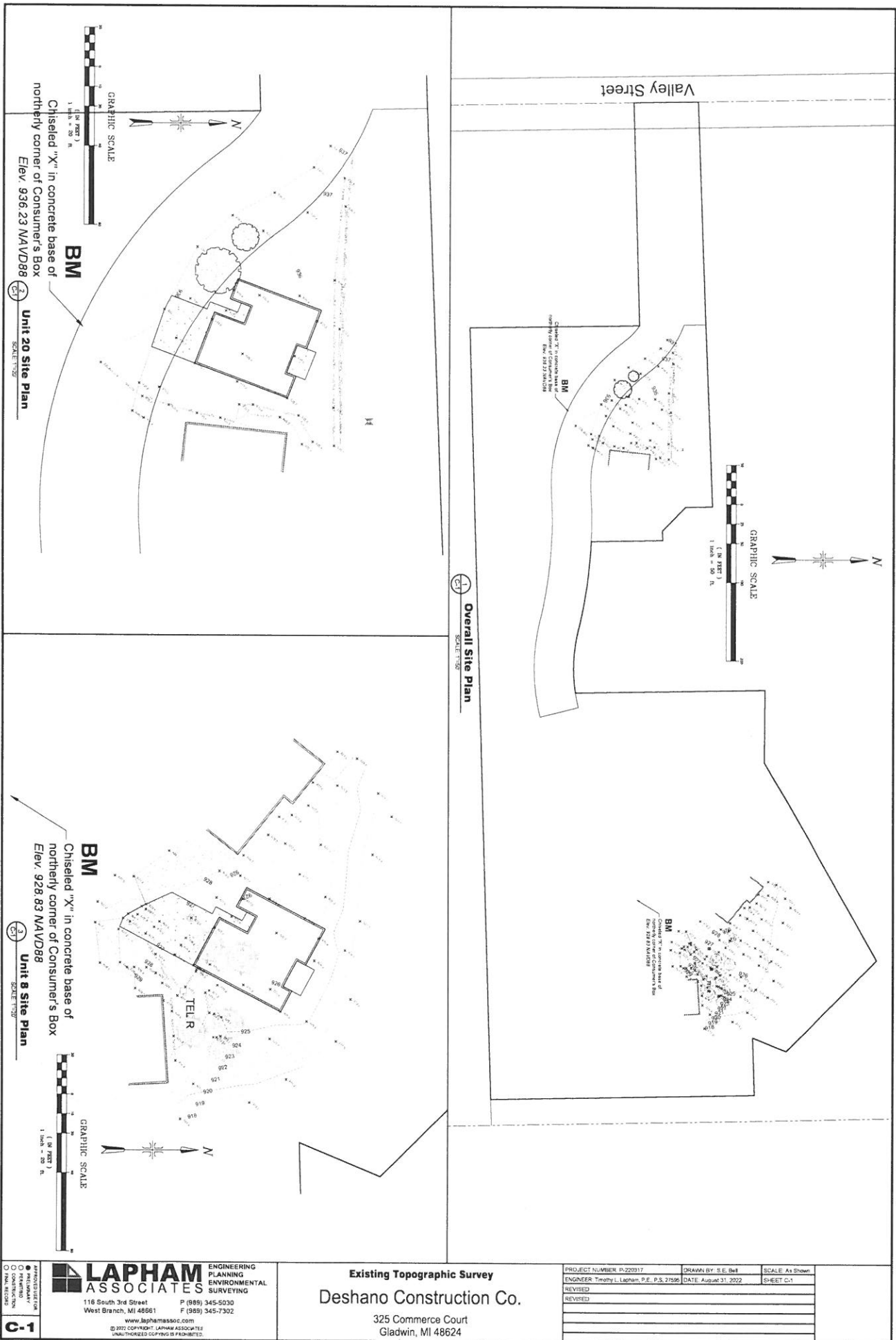
NOTES:  
1. ALL PROPOSED IMPROVEMENTS SHOWN IN THIS DEVELOPMENT MUST BE BUILT EXCEPT WHERE INDICATED.

2. UNIT SIZES, STYLES AND FOOTPRINT MAY VARY FROM PLAN.

3. DEVELOPER IS NOT REQUIRED TO CONSTRUCT ALL UNITS.

**WEST RIVER PARK CONDOMINIUMS PHASE 3 SITE PLAN**

SHEET 4 OF 27





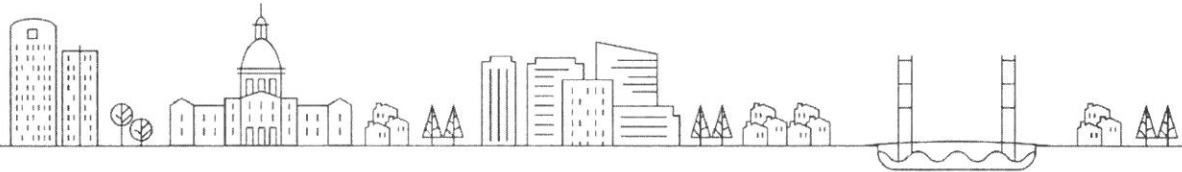


121 North Fourth Street, West Branch, Michigan 48661  
Phone 989-345-0500, Fax 989-345-4390, e-mail [citymanager@westbranch.com](mailto:citymanager@westbranch.com)  
The City of West Branch is an equal opportunity provider, employer, and lender

Deshano Companies is wishing to slightly modify their approved condo plans. The plans originally called for lots 4 and 5 and lots 20 and 21 to hold duplex style homes. Those lots are the last lots not yet developed. Upon further review of the lots, it has been determined that building duplex style building would create an issue with the houses being too close to each other. They are requesting to alter their plans and allow for the construction of a single-family type building. The building will be located in the same location but slightly smaller than the duplex style allowing them to have the separation needed between the homes. Since this is an approved condominium association, they must submit paperwork with the State to modify anything that is considered a major or substantial change to the original plans. City Attorney Meihn has reviewed the information and does concur with my opinion that this would be considered a minor change due to the location of the building being in the same spot, it is just converting the buildings from a double to a single occupant, and will be built with the same look as the others as to not affect the overall look of the development. Planning will need to decide if they agree with both my and Attorneys Meihn's recommendation that the submitted plans are not a substantial or material change from the approved condo plans. If the Commission does agree, we will need a motion to approve the changes to the site plans because they are determined not to be a substantial or material change from the approved condo plans.

# Communications

**From:** Michigan Municipal League <[mbach@mml.org](mailto:mbach@mml.org)>  
**Sent:** Friday, August 19, 2022 9:30 AM  
**To:** [citymanager@westbranch.com](mailto:citymanager@westbranch.com)  
**Subject:** Please review your child-care ordinances ASAP!



We love where you live.

## A Day Care is Expanding in Your Community

As you are most likely aware, there was a recent change to state law, allowing home-based child-care providers to increase the number of children they can serve. Specially, a family home provider will be eligible to serve **seven children, instead of six**, and a group home provider will be eligible to serve **14 children, instead of 12**.

We are reaching out to you because the Michigan Department of Health and Human Services has informed us that your community has at least one home-care provider that has decided to take advantage of this new law and increase the number of children they plan to serve at their site.

We wanted to make you aware of this and to encourage you to do a review of your ordinances on this topic and make updates to reflect the changes in the law.

If you would like more information about the law change, you can view **this Inside 208 blog post** by the League's John LaMacchia for details. You can also contact John at [jlamacchia@mml.org](mailto:jlamacchia@mml.org) with questions.



**Table 4.11 - Full Table of Permitted Uses & Special Land Uses**

P = Permitted by right    S = Permitted with a Special Use Permit *supplemental development regulations	R-1	R-M	MU	O-S	CBD	G-B	IND
<b>Human Care &amp; Social Assistance (continued)</b>							
Adult Foster Care Congregate Facilities (over 20 adults)				P			
Child Care Home, Family (6 or less) (§7.5)	P*	P*	P*				
Child Care Home, Group (7 -12) (§7.5)	P*	P*	P*				
Child Care Center/Nursery School (not in home) (§7.5)		S*	P*	P*	P*	P*	P*
Child Caring Institution				S		S	
Health Care/Dental/Optical Clinics/Hearing Clinics			S	P	S	P	
Hospitals				P		S	
Human Care Institution (public or private facility for physical care, i.e. nursing homes, assisted living homes but not hospitals)		S		P		S	
Rehabilitation Institutions				P		S	
Residential Human Care & Treatment Facility (i.e. homeless shelter, etc)						S	
Residential Facility for Battered Women & Children (in a private residence)	P	P	P				
State-Licensed Residential Facilities (Adult Foster Care 6 or less)	P	P	P				
<b>Manufacturing, Mining &amp; Waste Management</b>							
Manufacturing, Light – including the production, processing, cleaning, testing, storage & distribution of materials, goods, foodstuffs, & products. (Light Manufacturing are those industries in which the modes of operation of the industry have no external effects & do not directly affect nearby development. External effects shall include but are not limited to air contaminants, blown material, odor, noise, glare, gasses, electrical disturbance, heat, & vibration. Marijuana products are not included in this definition.)							P
Manufacturing, Heavy – including the production, processing, cleaning, testing, storage & distribution of materials, goods, foodstuffs, & products. (§7.7) (Heavy Manufacturing are those industries in which the modes of operation of the industry do have external effects & may directly affect nearby development. External effects shall include but are not limited to air contaminants, blown material, odor, noise, glare, gasses, electrical disturbance, heat, & vibration. Marijuana products are not included in this definition.)							S*
Accessory Uses incidental to Manufacturing (offices, foods services, caretaker buildings)							P
Food Hub Facility/Food Incubator Facility							P
Grain Elevators						S	S
Junkyards/Salvage Yards/Scrap Yards/Motor Vehicle Impoundment & Wrecking Yards (§7.7)							S*
Incinerator Plant							S
Mining/Soil Resource Extraction (incl sand, gravel, rock & mineral extraction)	S	S	S	S	S	S	S
Research & Development Facility							P
Resource Recovery Facility (recycling facility, transfer station)/Waste Collection Facility (§7.7)							S*
Slaughter Houses							P

**1** Purpose & Authority**2** Definitions**3** General Provisions**4** District Regulations**5** Plot Plan & Site Plan Review**6** Special Use Review**7** Supplemental Regulations**8** Zoning Board of Appeals**9** Administration & Enforcement**10** Adoption & Amendments[CLICK TO GO TO MAIN TABLE OF CONTENTS](#)



121 North Fourth Street, West Branch, Michigan 48661  
Phone 989-345-0500, Fax 989-345-4390, e-mail [citymanager@westbranch.com](mailto:citymanager@westbranch.com)  
The City of West Branch is an equal opportunity provider, employer, and lender

I have shared the email I received from MML noting the changes coming to the licensing of child care facilities operating out of homes. They will be increasing the numbers that are allowed at each facility. The family license will go from a maximum of 6 children to 7 and the group license will go from 7-12 children to 8-14 children. I did call and speak with Denise Cline and she did confirm that this is going into effect and we will need to change our zoning to match. She said we can continue with our current ordinance as is as long as we know of the change and wait and see if we have any other changes coming up and do them all at one time.

# **Reports**

## **Chairman**

## **Members**

**Public  
Comment  
-Any  
Topic**

# Adjournment