

CITY OF BELLEVILLE
PLANNING COMMISSION
REGULAR MEETING AGENDA
7PM – DECEMBER 14, 2023
6 MAIN STREET
BELLEVILLE, MI 48111

1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

2. ROLL CALL

Michael Hawkins – Chair
Matthew Wagner – Vice-Chair
Becky Hasen
John Juriga
James O’Keefe

VACANCY
Mike Renaud
Julie Kissel – City Council Rep
Mark Kowalski

3. CITIZEN COMMENTS ON NON-AGENDA ITEMS

4. APPROVAL OF AGENDA

5. APPROVAL OF MINUTES
November 9, 2023 minutes

6. PUBLIC HEARING

7. GENERAL BUSINESS

A. Ordinance Review – Ord. #12-001 Storage - RV’s, Trailers, Boats
- Proposed change for Boat storage

8. CITY MANAGER COMMENTS

9. PLANNING COMMISSIONER COMMENTS

10. CHAIRPERSON COMMENTS

11. CITIZEN COMMENTS

12. ACTION ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

13. ADJOURNMENT

**PLANNING COMMISSION
REGULAR MEETING MINUTES
November 9, 2023
7:00 PM**

A regular meeting of the City of Belleville Planning Commission was called to order at 7:00 P.M., at the Municipal Building, 6 Main Street, Belleville, MI 48111, by Chairperson Michael Hawkins.

1. Pledge of Allegiance and Moment of Silence

2. Roll Call

Chairperson, Michael Hawkins	Present
Vice-Chairperson, Matthew Wagner	Absent
Becky Hasen	Present
John Juriga	Present
Randy Priest	Present
Mike Renaud	Absent-Excused
Julie Kissel	Present
Mark Kowalski	Present
James O'Keefe	Present

3. Citizen Comments on Non-Agenda Items

None

4. Approval of Agenda

Motion by Hasen, second by Juriga to approve agenda as presented.
Motion carried.

5. Approval of Minutes

Motion by Hasen, second by Priest to approve minutes of the Regular Planning Commission Meeting held on March 9, 2023. Motion carried.

Commissioner Priest inquired about Commissioner comments in meeting minutes from March 9, 2023. Discussion on project status and progress.

6. Public Hearing

None

7. General Business

A. 186 Main Health Markets Sign Review Mike Gatteri

Motion by Juriga, second by Kowalski to approve sign application for Health Markets 186 Main Street.

Motion carried.

B. Ordinance Review – Ord. #12-001 Storage – RV's, Trailers, Boats –
Proposed change for Boat Storage

Discussion only on consideration of changing boat storage portion of ordinance.

8. City Manager Comments

Hello to everyone. Introduced himself and gave his municipal background. Excited to work with the commission.

9. Planning Commissioners comments

Matthew Wagner – Absent

Becky Hasen – Hopefully continue to have monthly meetings. Helps keep everyone informed. There are things that can be worked on.

John Juriga – Agree with Priest on the project. Suggested to please excuse Wagner for meeting.

Randy Priest – We should address utility trailers in the future, there are some that are blight. Kudos to the City for nice replacement of some of the sidewalks. Suggests looking at ordinance regarding missing sidewalks. Residents do not maintain the way they should. Please serving on Planning Commission.

Mike Renaud - Absent

Mark Kowalski - Nice to meet City Manager Jason Smith, welcome! Great to see everyone, looking forward to a routine of monthly meetings and continue progress.

James O'Keefe - No comment

Kissel – Pleased to get through these issues in this meeting. Looking forward to discussions with the City Manager and connect council with planning commission.

10. Chairperson Comments

Happy to see a review of Ordinance #12-001 regarding boat storage. Happy with the growth in the community. Current projects are going well. Ribbon cutting for The Butcher Shop was the day before. Happy Veteran's Day.

11. Citizen Comments

Inquired when will new City Council members be sworn in, will there be a quorum for the next Planning Commission meeting since losing two members.

12. Action Items for next regularly scheduled meeting

Public hearing for Boat Ordinance on December 14, 2023.

13. Adjournment

Motion by Priest, second by Kissel to adjourn at 7:52 PM.
Motion carried.

Respectfully submitted by:
Michelle Bellingham

5.5 Storage

1. In all Business, Office and Industrial districts, the open storage of any equipment, vehicles, and all materials including refuse and waste materials, shall be screened from public view, from a street and from adjoining properties by an enclosure consisting of a wall which may, depending upon the land usage, be required to be eight (8) feet in height. In no instance shall the obscuring wall or fence be less than four feet, six inches (4'-6") measured from the surface of the adjacent building footing. Open storage of trailer coaches may be permitted upon review and approval of the Board of Appeals. In granting approval, the Board of Appeals shall require storage in the rear yard and shall prohibit connection of utilities to the stored trailer, and further, shall prohibit occupancy of the trailer. The Board of Appeals may establish specific conditions in approving storage to ensure that public health, safety, and welfare is maintained.
2. In Business, Office and Industrial districts, a lot which is being used exclusively for a nonconforming residential use may store vehicles, including recreational vehicles, in conformance with the provisions of sub-sections 3 and 4 below, **if** no storage is occurring pursuant to sub-section 1 above.
3. In all Residential districts, the storage of dismantled vehicles shall be within completely enclosed accessory structures.
4. In all Residential districts, and on all parcels in other districts which are being used for a nonconforming residential occupancy, the storage of recreational vehicles and trailers shall be subject to the following provisions:
 - A. Intent - The intent of this sub-section is to provide for the convenience and safety of recreational vehicle owners, while considering adjacent property owners by adherence to the parking and storage provisions of this Section. Residents of Mobile Home Parks and Subdivisions with Association Regulations are also subject to those Regulations. In addition, renters of apartments, duplex units or homes must also comply with the Landlord's restrictions. It is recognized that the provisions herein will not satisfy all situations regarding parking and storage of recreational vehicles, but they are intended to best serve most of our community without being overly restrictive.
 - B. Short-term Parking - A recreational vehicle may be parked on a public street or in any driveway with the permission of the owner of such lot for the purpose of loading or unloading the vehicle or for general maintenance not to exceed seven (7) days in any thirty (30) day period provided that the owner has obtained a permit to do so from the Belleville Police Department. Parking for other purposes or for a longer time period shall be considered "Storage" under this Section and be subject to the provisions which follow:

C. Storage, General Provisions - All stored recreational vehicles shall be stored in compliance with the following provisions:

- i. Boats and portable recreational vehicles shall be on trailers and stored without the benefit of cradles or other artificial stationary supports; provided, that truck camper bodies may be stored on the supports provided if the supports are integral to the camper body. The area under and surrounding the stored units shall be kept free of debris, weeds, and unsightly vegetation. Ragged, torn, or flapping covers shall be repaired, replaced, or removed.
- ii. All recreational vehicles shall be fully operable, readily movable, kept in good repair, and display the current license plate and/or registration as may be appropriate under state law of the vehicle.
- iii. No person shall remove or cause to be removed the wheels or tires from any stored recreational vehicle except for the purpose of repair, which shall be limited to the time allowed under a permit issued pursuant to subsection B above.
- iv. No person shall spill or drain any wastewater or waste liquid of any kind from any recreational vehicle upon the ground or paved area.
- v. Recreational vehicles shall not be used for general storage, including explosive materials or flammable liquids in movable containers.

D. Storage, Location - All stored recreational vehicles shall comply with one of the following three provisions:

- i. To reduce visibility of the stored recreational vehicle to street traffic and neighbors, a recreational vehicle shall be allowed to be placed behind the front building line of the main structure on the lot, or behind that portion of the front building line of the main structure which is farthest from the front lot line if the front building line is not a continuous straight line. When located in the rear yard, storage shall meet the requirements of Section 4.36 Accessory Buildings, in this Chapter. When located in the exterior side yard of a corner lot, screening of the visible side of the recreational vehicle shall be required. For all lots, including lakefront lots, the front of the lot shall be the side adjacent to the street as defined in Section 2.2. The footprint of the recreational vehicle shall be considered as the rectangle created by the measurements of the length and the width of such vehicle.

- ii. A recreational vehicle may be stored under a permit issued by the Building Official, subject to satisfying the conditions which follow: (Building Officials review will be completed within thirty (30) days of owner's written submission)
 - a) The use shall be necessary because of the peculiar shape, exceptional narrowness or shallowness, topography, or area of the lot, as shown on the site plan of the proposed storage location.
 - b) The neighbors on adjacent parcels, including the parcel immediately across the street from the proposed storage location and on either side of that parcel, shall be requested by the Building Official to indicate in writing their individual approval of the proposed storage location and screening; and if one or more of these neighbors declines to give approval, then a permit shall not be issued under this subsection D.
 - c) Aesthetically acceptable screening shall be provided to the extent practical. Screening shall include evergreen trees and bushes, or other natural material. A permit shall not be issued under this subsection if the relocation or removal of existing fencing allows use of part of the side and/or rear yards in compliance with this Chapter.
 - d) No recreational vehicle more than twenty-eight (28) feet in length shall be stored under a permit issued pursuant to this subsection.
- iii. A recreational vehicle may be stored as variance from the Zoning Board of Appeals, subject to satisfying the conditions which follow:
 - a) The use shall be necessary because of the peculiar shape, exceptional narrowness or shallowness, topography, or area of the lot, as shown on the site plan of the proposed storage location.
 - b) Aesthetically acceptable screening shall be provided to the extent practical. Screening shall include evergreen trees and bushes, or other natural material. Special approval shall not be granted if the relocation or removal of existing fencing would allow use of part of the side and/or rear yards in compliance with this Chapter.
 - c) No recreational vehicle more than twenty-eight (28) feet in length shall be stored under a special use permit issued pursuant to this subsection.
 - d) The neighbors on adjacent parcels, including the parcel immediately across the street from the proposed storage location and on either side of that parcel, shall be notified and given an opportunity to appear at the variance hearing.

- E. Temporary Occupancy - When placed in an approved storage location, a travel trailer, fifth-wheel unit, pop-up camper, or motor home may be occupied subject to the following conditions:
- i. The owner of the property where the vehicle will be stored shall obtain a permit from the Police Department which shall include the property owner's name and address, the description and license plate number of the vehicle to be stored, the name and address and number of persons who will occupy the vehicle, and the beginning and ending dates during which, the vehicle will be occupied.
 - ii. The period for such occupancy shall not exceed two (2) consecutive weeks, nor four (4) weeks in any twelve (12) month period.
 - iii. The occupant shall be an invited guest (not a rent-paying tenant) of the owner/occupant of the permanent residence on such a lot.
 - iv. The invited guest shall have written consent signed by the owner/occupant of the permanent residence and shall have reasonable access to the sanitary facilities of the residence.

F. Seasonal Parking – Motorized Watercraft

- i. Motorized Watercraft are permitted to be parked in a residential driveway, during the months of April through October, at least 12 feet from the edge of the street if there is not sidewalk, or at least five feet from a sidewalk edge nearest the dwelling where a sidewalk exists and be at least 12 feet from the edge of the street, so long as to not block any street signs, sidewalks or obstruct traffic view. The motorized watercraft must be trailered, operable, and registered to the property owner or the property owner's spouse, parent, or child, with a valid license and/or boat registration only.

Boat Storage & Parking

Guidelines exist for the size and types of boats and vessels allowed where residential structures are located in unincorporated Miami-Dade County.

- [Vessel size and requirements](#)
- [Property guidelines](#)
- [Prohibitions](#)
- [Enforcement](#)
- [Resources](#)

Vessel size and requirements

A boat is described as any vessel such as a watercraft, jet ski, swamp buggy or airboat normally used to glide or float on water.

- Boats less than 30 feet in length, not more than eight feet six inches in width and 13 feet six inches in height
- Personal watercraft less than five feet in width by 12 feet in length

All boats stored on the property must be registered to the property owner or tenant. Boats and storage areas must be kept clean and presentable.

Property guidelines

- Property lots less than a half-acre in size can store one boat or two personal watercrafts
- Property lots more than a half-acre in size can store up to two boats or four personal watercrafts

- Property lots more than five acres in size can store up to three boats or six personal watercrafts

They must be stored or parked in the rear or side yard behind a line established by the front building line farthest from the street.

If the boat storage area is located between the residence and a side street property line, the vessel must be visually buffered by a six-foot-high privacy fence, shrubs or masonry wall.

Where two or more boats or four or more personal watercrafts are located on a property, the storage area must meet the rear and side setback requirements for the principle structure and be visually buffered from the adjacent property and right-of-way by a six-foot-high privacy fence, shrubs or masonry wall.

When loading and unloading equipment and supplies, the temporary parking of a boat in front of the front building line can last for no more than two hours in a 24-hour period.

The boat must be hitched to an operable motor vehicle with a valid permanent license tag.

Prohibitions

- Boats cannot be parked in the public right-of-way or the swale area of a right-of-way
- No major repairs or overhaul work can be performed on the premises
- Boats cannot be used for living or sleeping quarters, and must be placed on and secured to a transporting trailer
- Commercial boat parking is prohibited

Enforcement



Improper parking or storage of boats and personal watercraft may result in the issuance of a Courtesy Warning Notice.

Both the tenant and property owner may receive notices in connection with enforcement. However, the property owner is ultimately responsible for compliance.

Failure to comply will result in a ticket to the property owner and tenant, in accordance with [Chapter 8CC](#) of the Miami-Dade County Code of Ordinances.

Penalties accrue and a lien may be placed on the property if the fines, enforcement costs and administrative costs are not paid or the violation not corrected.

Additional time for compliance may be granted on Courtesy Warning Notices. Call the Neighborhood Regulations office at 786-315-2552 to request an extension.

Ticket Amounts:

- \$210: first offense
- \$410: second offense
- \$810: subsequent offenses

(Ord. No. 97-05, § 5f, 4-29-97; Ord. No. 98-37, § 7, 12-15-98; Ord. No. 2004-01, § 7, 2-10-04; Ord. No. 2008-06, § 11, 5-13-08)

- (45) Except as provided in subsections (45)a. through f. for boats and subsections (45)g. through j. for recreational vehicles, no boat, regardless of its length, and no recreational vehicle, may be parked, stored, or otherwise kept on a lot or parcel. For purposes of this subsection (45), a "boat" shall not include a canoe sixteen (16) feet or less in length, a sailboat sixteen (16) feet or less in length with the mast down, a jon boat sixteen (16) feet or less in length, or a personal watercraft (e.g., a jet ski). Also for purposes of this subsection, the length of a boat shall be measured from the front of the bow to the back of the stern, excluding the motor or propeller.
- a. The maximum number of boats permitted to be parked, stored or kept on the lot or parcel shall be calculated as follows depending on the size of the lot or parcel:
1. For a lot or parcel less than or equal to one-quarter acre, the maximum total number is two (2) boats, with a maximum number of one (1) boat in the front yard;
 2. For a lot or parcel greater than one-quarter ($\frac{1}{4}$) acre and less than or equal to one-half ($\frac{1}{2}$) acre, the maximum total number is three (3) boats, with maximum number of one (1) boat in the front yard; and

3. For a lot or parcel greater than one-half ($\frac{1}{2}$) acre, the maximum total number is four (4) boats, with a maximum number of one (1) boat in the front yard.
- b. The registered owner of the boat and/or boat trailer shall be the owner or lessee of the principal structure at the lot or parcel.
- c. No boat or boat trailer may be parked, stored, or kept wholly or partially within the public or private right-of-way, including the sidewalk.
- d. No boat may be occupied or used for storage purposes.
- e. A boat less than or equal to twenty-four (24) feet in length may be parked, stored, or kept inside a garage, under a carport, in the driveway, in the front yard on an approved surface, in the side yard, or in the rear half of the lot or parcel. An approved surface situated in the front half of the lot or parcel shall be placed immediately contiguous to the driveway, and not anywhere else in the front yard or side yard. Such a boat on the rear half of the lot or parcel shall be screened from view from the right-of-way when it is parked or stored behind the principal structure, and shall be at least ten (10) feet from the side lot lines and at least five (5) feet from the rear lot line. Setbacks may be reduced to zero (0) feet if a six-foot high fence, wall, or vegetative buffer, exists along the lot line. (For purposes of this subsection (45), an "approved surface" shall mean a surface consisting of asphalt, gravel, pavers, or concrete.)

- f. A boat greater than twenty-four (24) feet in length may be parked, stored or kept inside a garage, under a carport, or in the rear half of the lot or parcel, but not in the driveway or in the front yard. Such a boat on the rear half of the lot or parcel shall be screened from view from the right-of-way when it is parked or stored behind the principal structure, and shall be at least ten (10) feet from the side lot lines and at least five (5) feet from the rear lot line. Setbacks may be reduced to zero (0) if a six-foot high fence, wall, or vegetative buffer, exists along the lot line. Furthermore, the owner of such a boat shall obtain a permit from the zoning division in order to park, store or keep the boat at the lot or parcel.
- g. Not more than one (1) recreational vehicle may be parked, stored or kept on the lot or parcel.
- h. The owner of the recreational vehicle shall be the owner or lessee of the principal structure at the lot or parcel.
- i. No recreational vehicle may be occupied while it is parked, stored or kept on the parcel.
- j. A recreational vehicle may be parked, stored or kept only on an approved surface in the front half of the lot or parcel (behind the front yard setback) or on an unimproved surface in the rear half of the lot or parcel. The recreational vehicle shall not obscure the view of the principal structure from the right-of-way adjoining the front of the

subject property, and shall be at least ten (10) feet from the side lot lines and at least five (5) feet from the rear lot line. Setbacks may be reduced to zero (0) feet if a six-foot high fence, wall, or vegetative buffer, exists along the lot line. Furthermore, the owner of such a recreational vehicle shall obtain a permit from the zoning division in order to park, store or keep the recreational vehicle at the lot or parcel.