

**CITY OF BELLEVILLE
PLANNING COMMISSION**

SPECIAL MEETING AGENDA

Thursday, August 27, 2026 – 7:00 pm (EST)
Belleville City Hall – Council Chambers
330 Charles Street, Belleville, MI 48111

1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

2. ROLL CALL

Jim Courage – Chair
Becky Hasen
John Juriga
Raytheon Martin
Tara Edwards

Julie Kissel – City Council Rep/Vice-Chair
Mark Kowalski
Alvis Brigis
Gerald Keeder III

3. CITIZEN COMMENTS

4. APPROVAL OF AND/OR CHANGES TO THE AGENDA

5. GENERAL BUSINESS

A. 609 Main St: Bait Shop Renovation **(Vote)**

6. CITY MANAGER COMMENTS

7. CHAIR AND PLANNING COMMISSIONER COMMENTS

8. ADJOURNMENT

CITY OF BELLEVILLE PLANNING COMMISSION

5.1 OFF-STREET PARKING REQUIREMENTS

1. There shall be provided in all districts at the time of erection or enlargement of any main building or structure, automobile off-street parking space with adequate access to all spaces. The number of off-street parking spaces, in conjunction with all land or building uses shall be provided, prior to the issuance of a certificate of occupancy, as hereinafter prescribed.
- A. Off-street parking for other than residential uses shall be either on the same lot or within three hundred (300) feet of the building it is intended to serve, measured from the nearest point of the building to the nearest point of the off-street parking lot. Ownership shall be shown of all lots or parcels intended for use as parking by the applicant. Publicly owned parking spaces may be included, if the development proposal includes the addition of public parking spaces as part of the project, or if research demonstrates to the satisfaction of the Planning Commission that adequate parking spaces are available for all existing uses in the area.

6.1.8

8. Review and Approval. Guidelines for consideration of each case shall follow this Chapter and other applicable ordinances. Site Plans shall be reviewed in accordance with the following procedures:
 - A. Department Review - The building official shall secure comments from all relevant City Departments and the City Engineer and Planner, and forward all comments to the Planning Commission for its review. The Commission shall review the plans and may solicit further comments from the Engineer, Planning Consultant and other agencies, groups or persons, as appropriate.
 - B. Site Plan Approval - The Commission, after reviewing the site plan, is hereby authorized to take any one of the following actions:
 - i. grant preliminary approval of the site plan with conditions;

6.1 SITE PLAN REVIEW

1. Statement of Purpose. The purpose of site plan review is to ensure that each proposed development and its components, appearance, and function are in compliance with this Chapter, other City ordinances, and State and Federal laws. These purposes apply to development of previously unimproved sites; to the redevelopment, expansion, contractions or alteration of existing sites; and to the alteration or replacement of existing uses.

Further purposes of site plan approval shall include: privacy, efficiency for the public and local government servicing, preservation of the natural landscape, emergency access, effective drainage, vehicular and pedestrian safety and conveniences; prevention of air, water and noise pollution; provision of screening and shade, and limitation of obnoxious odors, glare, and exposure to dangerous or toxic substances and wastes. The site plan review procedures and standards in this Section are intended to provide a consistent and uniform method of review of proposed development plans.

- ii. grant final approval of the site plan as submitted;
 - iii. grant final approval of the site plan with conditions; or
 - iv. deny approval of the site plan as submitted.
- C. Record of Action - Each action of the Commission authorized in subsection B above shall be duly recorded in full in the minutes of the Commission. The Building Official shall furnish the applicant with a written copy of the action taken as soon as possible.
 - D. Preliminary Approval with Conditions - When the Commission grants preliminary approval of a site plan with conditions, the building official shall require the applicant to submit a revised site plan with a revision date, indicating said conditions on the cover sheet of the site plan, with reference to the page on which the condition has been satisfied when applicable, for further review at the next Planning Commission meeting.
 - E. Final Site Plan - When site plan approval is required, no building permit shall be issued until three (3) copies of the final site plan have been signed by the Chairman of the Commission and the Building Official, and a copy filed with the City: Clerk, Building Official, and the Applicant. When the Commission grants final approval of a site plan with conditions, the building official shall require the applicant to submit a revised site plan with a revision date, indicating said conditions on the cover sheet of the site plan with reference to the page on which the condition has been satisfied when applicable, and indicating any required variance and the date granted by the Zoning Board of Appeals, for signing by the Chairman of the Commission and the Building Official.