



CHARTER TOWNSHIP OF BEDFORD

115 S. Uldriks Drive, Battle Creek, MI 49037

P: 269.968.6917 F: 269.965.0908

www.bedfordchartertwpmi.gov

1. Call Meeting to order
 - a. Pledge of Allegiance
2. Roll Call: Barry Beamish, Claudia Brown, Barbara Jones, Shirley Tuggle, Kevin Villadsen, Tawney Wolters
 - a. Absence Report
3. Approval of August 30, 2022 agenda
4. Approval of June 28, 2022 meeting minutes
5. Liaison report-Trustee Beamish
6. Zoning Report- Building and Zoning Administrator Dougherty
7. Public Comment Time
8. Discussion of Old Business
 - a. McKenna Update
9. Discussion of New Business
 - a. Public Hearing, Parcel# 04-560-020-02- 1102 West River Road -Conditional Use Request for Evolution Grow. This applicant is asking to be approved as a Medical and Recreational Marijuana Processing Facility. This will allow all operations in one central location.
10. Open Public Comment Time
11. Planning Commission Member Time
12. Chair to announce meeting adjourned

Next Meeting to be September 27, 2022 at 6:30 p.m.



**Charter Township of Bedford
Planning Commission
June 28, 2022, 6:30 p.m.**

1. Call Meeting to order
 - a. Pledge of Allegiance
2. Roll Call: Barry Beamish, Claudia Brown, Barbara Jones, Shirley Tuggle, Kevin Villadsen, Tawney Wolters
 - a. Absence Report
3. Approval of June 28, 2022 agenda
4. Approval of May 24, 2022 meeting minutes
5. Liaison report-Trustee Beamish
6. Zoning Report- Building and Zoning Administrator Dougherty
7. Public Comment Time
8. Discussion of Old Business
 - a. Master Plan Update-
9. Discussion of New Business
 - a. Appointment of Chairperson
 - b. Capstone presentation by Administrator Dougherty
10. Open Public Comment Time
11. Planning Commission Member Time
12. Chair to announce meeting adjourned

Next Meeting July 26, 2022 at 6:30pm

MICHIGAN STATE | **Extension**
UNIVERSITY

July 25, 2022

Bedford Charter Township
115 South Uldriks Drive
Battle Creek, MI 49037

Dear Supervisor Jones, Clerk Feraco, and Bedford Charter Township Board,

Please help us in congratulating Kara Dougherty on their successful completion of the Michigan State University Extension Master Citizen Planner (MCP) credential! Join us in recognizing the significance of this important step in their professional development and commitment to serve the Bedford Charter Township's citizens, businesses, and communities.

To earn the MCP credential, individuals must complete 18-hours of training, pass an exam, and complete a capstone project that shares the knowledge gained from the Citizen Planner course with the community or a board. In order to maintain the MCP credential, Kara Dougherty will be invited to invest six hours per year of their time to further their planning and zoning knowledge. MCP hours can be earned from MSU Extension or several other partners including MTA, MML, and Michigan Association of Planning (MAP).



We truly value your community's investment in training. Serving the public good is nuanced and can also be technical, adequate training for your appointed and elected officials lowers legal risk and provides knowledge to make better decisions. Please feel free to contact us at any time if you have educational needs on related topics.

Thank you again, and please join us in congratulating Kara Dougherty on the successful completion of the Master Citizen Planner credential!

Michigan State University Van
Buren County Extension

801 Hazen St., Suite D
Paw Paw, MI 49079

Business: 269-657-8213
Fax: 269-657-6678

msue.vanburen@county.msu.edu

www.msue.msu.edu/vanburen

Sincerely,

A handwritten signature in black ink that reads "Tyler Augst".

Tyler Augst
Government and Community Vitality Educator
Michigan State University Extension
Michigan Sea Grant
augsttvl@msu.edu



Memorandum

██████████

TO: Bedford Charter Township Planning Commission
FROM: Raphael J. Kasen, Senior Planner
SUBJECT: Master Plan Timeline Update & Progress Report
DATE: July 25, 2022

Dear Commissioners,

Thank you for allowing McKenna to provide Bedford Charter Township with Master Plan review services. I am happy to report that we are currently ahead of schedule in our work updating the Master Plan. As of the date of this memo, the following tasks from the most recent project timeline have been completed:

- Letters of Intent to Plan were sent out via U.S. First Class Mail on July 1, 2022.
- The following sections of the Master Plan have been updated:
 - o Introduction and Background
 - o Regional Context
 - o Demographic Profile
 - o Housing Profile
 - o Economic Profile
- The following maps have either been updated or are in process:
 - o Natural Resources
 - o Road Network
 - o Existing Land Use

I have attached an updated Master Plan Project Timeline which reflects the above as well as provides the dates and location/events when the McKenna team plans on conducting public outreach to the greater Bedford Charter Township community.

We look forward to continuing our work on the Master Plan and presenting the completed Existing Conditions sections of the draft Plan at the September 27, 2022 meeting of the Planning Commission.

Should you have any questions, please do not hesitate to contact me at rkasen@mcka.com.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "R. Kasen", is written over a horizontal line.

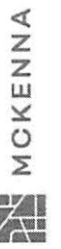
Raphael J. Kasen, AICP
Senior Planner

Bedford Charter Township Master Plan

Master Plan Project Timeline Update- July 25, 2022

DATES	ACTIONS/MEETINGS	NOTES
June 3	Master Plan Kickoff Meeting with Township	Completed.
July 1	MP Updates - Data	Completed.
By August 1	MP Updates – Existing Conditions	Completed.
By September 1	MP Updates – Maps & Tables	Draft natural features and road network maps are complete. Work started on the Existing Land Use map. – RJK, 7/25/22
August 13	Bedford CBQ & Car Show	McKenna will plan on having an outreach table at this event.
September 27	Planning Commission	Presentation of Existing Conditions Sections – Community Profile, Maps, Tables
October 8	Spaghetti Dinner	McKenna will plan on having an outreach table at this event.
October 22	Bedford Fall Fest	McKenna will plan on having an outreach table at this event.
February	Planning Commission	Present updated Goals & Objectives, Future Land Use Plan/Map, Zoning Plan. Implementation Plan (first draft only).
March	Planning Commission Public Hearing	Public & PC comments.
April	Planning Commission	Revisions/adoption.

DATES	ACTIONS/MEETINGS	NOTES



07/26
630

CHARTER TOWNSHIP OF BEDFORD
REQUEST FOR CONDITIONAL USE PERMIT OR CONDITIONAL USE PERMIT AMENDMENT
APPLICATION PROCEDURES

1. **Application** shall be made through the **Building and Zoning Department** on forms provided by that office. **A FEE OF \$500 SHALL ACCOMPANY THIS APPLICATION AND IS NOT REFUNDABLE!!!**
2. **Application** for the **Conditional Use Permit** or Amendment shall include or be accompanied by:
 - a. Applicant's name, address, and telephone number.
 - b. Property Deed of ownership, lease, rental agreement, or other proof of interest in the property. In the event, the applicant is other than the Deed holder of the property, a written notarized affidavit from the deed holder, granting permission for the **Conditional Use Permit** application must accompany the application.
 - c. A complete legal description of the property in the form of a **Deed** or **Certified Survey**.
 - d. Clear drawings of the property, showing:
 - (1) Lot size, showing measurements of each lot line
 - (2) Existing and/or proposed driveways and parking facilities, including measurements
 - (3) Existing wetland and floodplain areas.
 - (4) Existing and/or proposed buildings and their current and/or proposed usage and locations on the lot, showing measurements of buildings and the distances from lot lines
 - (5) Proposed signs and outdoor lighting
 - (6) Landscape plan showing existing and proposed plant materials, and proposed buffer zones
 - (7) Storm and site drainage provisions
 - (8) Any other information which may be requested by the Building and Zoning Department or Planning Commission or any information that may be pertinent to your request.
 - a. Septic system permits or verification letter from the Calhoun County Health Department
 - b. Driveway permits or written approval from the Michigan Department of Highways or Calhoun County Road Commission, whichever is applicable.
 - c. Hours of operation, if a business
 - d. Purpose of Conditional Use Permit - provide all information as required on the application.
3. When the application is completed and the fee is paid, the **Building and Zoning Administrator** shall schedule a preliminary review by the **Township Planning Commission**.
4. If the **Preliminary Review** is complete and if the **Township Planning Commission** recommends a **Public Hearing**, the **Building and Zoning Administrator** shall schedule notice of a Public Hearing. The notification shall be published in the newspaper no more than fifteen (15) days or less than five (5) days prior to the public hearing. (One (1) publication)
5. The property shall be posted a minimum of ten (10) days prior to the date of the public hearing. Such notice shall include:

269 270 - 4988 matt
Lavender

**CHARTER TOWNSHIP OF BEDFORD
REQUEST FOR AMENDED CONDITIONAL USE PERMIT**

APPLICATION IS HEREBY MADE TO THE CHARTER TOWNSHIP OF BEDFORD PLANNING COMMISSION FOR A CONDITIONAL USE PERMIT.

REASON Cannabis Processor

TYPES OF SERVICES TO BE PERFORMED:
Processing & Abstracting Cannabis

TYPES OF PRODUCTS AND SUPPLIES USED OT PROVIDE SERVICES - LIST
ALL Butane, Water, coolant

TYPES OF TOOLS AND EQUIPMENT REQUIRED TO PERFORM SERVICES - LIST
ALL CIDI Lab

ENVIRONMENTAL ISSUES - DISPOSAL OF HAZARDOUS ENVIRONMENTAL PRODUCTS - PROCEDURES UTILIZED
We will dispose of used butane by sealing & disposing through a licensed environmental company.

HOURS OF OPERATION IF APPLICABLE M-F 8:00 - 4:30

ARE THERE ANY DEEDED RIGHTS OR RESTRICTIONS ASSOCIATED WITH PROPERTY?
No

I HAVE RECEIVED APPLICATION INSTRUCTIONS REGARDING THIS REQUEST AND HAVE SUBMITTED ALL DOCUMENTS AND INFORMATION AS REQUIRED.

I/WE THE UNDERSIGNED DO HEREBY GRANT PERMISSION TO THE MEMBERS OF THE CHARTER

TOWNSHIP OF BEDFORD PLANNING COMMISSION AUTHORIZATION TO CONDUCT SITE VISITS IN

CONJUNCTION WITH SUBJECT APPLICATION.

At Property: 1102 River Road

ASSESSMENT ROLL NUMBER: 04-560-020-02

APPLICANT'S SIGNATURE 

<u>1102 River Road W Bedford Township</u>	<u>MI</u>	<u>49037</u>
ADDRESS	CITY	STATE
<u>1-269-270-4988</u>		ZIP CODE
AREA CODE AND TELEPHONE NUMBER		

- a. Conditional Use Permit Request.
 - b. Name of person requesting Conditional Use Permit
 - c. Address of property and its legal description
 - d. Time and place of the public hearing
6. A notice of time, place, and purpose of the public hearing shall be given by certified return receipt mail, or served personally, to the party or parties requesting the Conditional Use Permit at least ten (10) days prior to the date of Public Hearing.
7. A notice of time, place, and purpose of the public hearing shall be given to:
- a. All persons who own or reside on property within three hundred (300) feet of the premises in question shall be notified within fifteen (15) days of the Public Hearing.
 - b. All utility companies
 - c. The Michigan State Highway Department or Calhoun County Road Commission, whichever is applicable.
 - d. Michigan Department of Environmental Quality
 - e. Calhoun County Drain Commissioner
 - f. Calhoun County Department of Health
8. The **Planning Commission** shall hold the public hearing at the time and place specified.
9. If the proposed **Conditional Use** application is deemed appropriate by the **Planning Commission**, the request for the **Conditional Use Permit** shall be recommended for approval to the **Township Board**.
10. **THE APPLICANT OR HIS AGENT, SHALL BE PRESENT AT ALL MEETINGS PERTAINING TO THE SUBJECT APPLICATION.**
11. **NOTE - AUTHORIZATION FOR SITE VISIT ON APPLICATION.**
12. **APPLICATION FEE IS NOT REFUNDABLE**



Charter Township of Bedford

115 S. Uldriks Drive

Battle Creek, MI 49037-1165

Phone: 269-968-6917 Fax: 269-965-0908

www.bedfordchartertwpmi.gov

July 11, 2022

Re: public hearing for 13-04-560-020-02
1102 River Rd W

- 1) Notice is hereby given that a public hearing has been scheduled for Tuesday, July 26, 2022, at 6:30 PM for considering an application for conditional use for the parcel known as 13-04-560-020-02, 1102 Rive Rd W. The applicant of a Commercial Conditional Use is requesting to be granted Commercial Conditional Use for the Medical & Recreational Marijuana Processing Facility. The applicant would like to move their Medical & Recreational Marijuana Processing Facility to Bedford Charter Township. The applicant currently has an indoor grow facility located at 1060 River Rd W, being able to move the Marijuana Processing Facility to 1102 River Rd W would allow them to be able to have their operations at one central location.

A map of this area, along with the application and any pertinent data, will be available in the Bedford Township office for review by any interested party during regular business hours, Monday-Thursday, 7:30 AM to 12 Noon and 12:30 PM to 4:30 PM.

If you wish to participate in the public hearing please attend the public hearing on Tuesday, July 26, 2022, at 6:30 PM. If you have questions or concerns, you may reach me at 269-965-9096 or email me at kara@bedfordchartertwpmi.gov.

Sincerely,

A handwritten signature in black ink that reads "Kara Dougherty". The signature is written in a cursive, flowing style.

Kara Dougherty
Building & Zoning Administrator / Deputy Supervisor
Bedford Charter Township

Phone: 269-965-9096

Email: kara@bedfordchartertwpmi.gov

115 S. Uldriks Drive
Battle Creek, MI 49037

www.bedfordchartertwpmi.gov

CHARTER TOWNSHIP OF BEDFORD CALHOUN COUNTY, MICHIGAN

NOTICE OF PLANNING COMMISSION PUBLIC HEARING

To: The residents and property owners of the Charter Township of Bedford, Calhoun County, Michigan, and any other interested persons.

PLEASE TAKE NOTICE that the Planning Commission of the Charter Township of Bedford will hold a public hearing and meeting on Tuesday, July 26, 2022, commencing at 6:30 p.m. at the Township Hall, 115 S. Uldriks Drive, Battle Creek, MI 49037 to consider the following:

- 1) The Charter Township of Bedford Planning Commission will hold a public hearing to discuss and vote on the Commercial Conditional Use application for 04-560-020-02, 1102 River Rd W. The applicant of a Commercial Conditional Use is requesting to be granted Commercial Conditional Use for the Medical & Recreational Marijuana Processing Facility. The applicant would like to move their Medical & Recreational Marijuana Processing Facility to Bedford Charter Township. The applicant currently has an indoor grow facility located at 1060 River Rd W, being able to move the Marijuana Processing Facility to 1102 River Rd W would allow them to be able to have their operations at one central location.

PLEASE TAKE FURTHER NOTICE that anyone interested in reviewing the proposed requests may request to examine a copy of the same at the Bedford Charter Township Hall during regular business hours on regular business days. The Township Zoning Ordinance and map are also posted on the Township's website at <https://www.bedfordchartertpmi.gov/index.php>

PLEASE TAKE FURTHER NOTICE that written comments will be received at the office of the Township Clerk, Joyce Feraco, 115 S. Uldriks Drive within the Township at any time during regular business hours of regular business days until 4:00 p.m. on the date of said hearing, and will further be received by the Planning Commission at the time of the said hearing.

PLEASE TAKE FURTHER NOTICE that Bedford Charter Township will provide necessary, reasonable auxiliary aids and services at the hearing to individuals with disabilities upon five (5) days' notice to the Bedford Charter Township Clerk of the need for the same. Individuals with disabilities requiring auxiliary aids or services should contact the Township Clerk by writing or by calling the Clerk at the Township Hall at the phone number and/or email address contained within this notice.

All persons are invited to be present at the aforesaid time and place to participate in the discussion on the above.

**BEDFORD CHARTER TOWNSHIP
PLANNING COMMISSION**

Kevin Villadsen, Chairman
Joyce Feraco, Township Clerk
Bedford Charter Township
115 S. Uldriks Drive
Battle Creek, MI 49037
269-968-6917
clerk@bedfordchartertpmi.gov