

**Mt. Pleasant Planning Commission
Minutes of Regular Meeting
April 9, 2009**

I. Roll Call:

Chairman Orlik called the meeting to order at 7:00 p.m.

Present: Brockman, Ellertson, Jakeway, Lux, Orlik (Chair), Robinette, Smith (Vice Chair).

Absent: Holtgrieve (excused) + 1 vacancy.

Staff: Gray, Morrison, Sundberg.

II. Approval of Agenda:

Motion by Brockman, seconded by Robinette, to approve the agenda as presented with the following change:

A. Item VIII. A. (ZBA Report): Move to precede Public Hearings (applicable to subsequent meetings as well).

Motion approved.

III. Approval of Minutes

A. March 5, 2009 – Regular Meeting.

Motion by Smith, seconded by Brockman, to approve the minutes as presented. Motion approved.

B. March 23, 2009 – Joint Meeting.

Motion by Brockman, seconded by Smith, to approve the minutes as presented. Motion approved.

Per Item II. A.:

VIII. A. Zoning Board of Appeals meeting – Monthly report for March.

Commissioner Ellertson reported that the ZBA granted a variance for a kitchen addition to the Medical Care Facility located at 1222 North Drive. It also approved a land area variance at 1028 S. Lansing to increase occupancy from 5 to 6, with 1 additional required parking space to be provided at the adjacent parcel located at 315 E. Bellows. It was noted that there were spaces available at the Bellows Street property that were in excess of the minimum number required for 315 E. Bellows.

IV. Public Hearings:

Chairman Orlik explained the procedural process for public hearings.

A. SUP-09-01 – 1222 North Drive – Isabella County Medical Care Facility – Request for special use permit to allow a 1400 sf kitchen addition and parking lot expansion in an R-3 single family residential district.

Staff presented details on the applicant's request to construct an addition to the kitchen and expanded parking area. Parking and landscaping both exceed the minimums required by ordinance, but a list of materials is needed.

The applicant, represented by Stacie Tewari of Rowe Incorporated, explained that other than what staff already stated, the facility does not have its own food service; it has been contracted through CMCH.

Chairman Orlik opened the public hearing.

Wendy Langworthy, 7396 S. Nottawa, expressed concern about the cost of the project to taxpayers and that she did not see it as a necessary cost since the hospital was already providing the service.

There being no one else wishing to address the issue, the chairman closed the public hearing.

Motion by Smith, seconded by Robinette, to approve SUP-09-01 to allow the construction of a kitchen addition and parking expansion at Isabella County Medical Care Facility located at 1222 North Drive with the following condition:

1. The applicant shall comply with all site plan review requirements.

Discussion. Commissioner Smith briefly explained that financial issues concerning proposed projects are not within the jurisdiction of the Planning Commission to address.

Motion approved.

- B. SUP-09-02 – 1916 Churchill – Joe Olivieri – Request for a Special Use Permit to allow a duplex in an R-2 single family residential district.

Staff presented details on the applicant's request to construct a two-family dwelling.

The applicant had nothing to add to staff's report and asked for questions from the commission.

Commissioner Smith asked if there are other duplexes on Churchill. Olivieri said there are four other duplexes to the north of his lot.

Chairman Orlik opened the public hearing. There being no one wishing to speak, the public hearing was closed.

Motion by Brockman, seconded by Lux, to approve SUP-09-02 to allow construction of a two-family dwelling at the property located at 1916 Churchill Street with the following conditions:

1. The applicant shall comply with the Department of Building Safety and the Fire Department requirements to obtain and retain a Rental license prior to occupancy of the building.
2. The applicant shall comply with all site plan review requirements.

Motion approved.

- C. SUP-09-03 – 1920 Churchill – Joe Olivieri – Request for a Special Use Permit to allow a duplex in an R-2 single family residential district.

Staff presented details similar to the applicant's previous request to construct a two-family dwelling, noting one public comment received from a neighbor who was not opposed to duplexes but would like to see some variation in the elevations of the two duplexes proposed by the applicant.

The applicant had nothing to add to staff's report and asked for questions from the commission. There were none.

Chairman Orlik opened the public hearing. There being no one wishing to speak, the public hearing was closed.

Motion by Brockman, seconded by Ellertson, to approve SUP-09-03 to allow construction of a two-family dwelling at the property located at 1920 Churchill Street with the following conditions:

1. The applicant shall comply with the Department of Building Safety and the Fire Department requirements to obtain and retain a Rental license prior to occupancy of the building.
2. The applicant shall comply with all site plan review requirements.

Motion approved.

- D. SUP-09-04 – AMES LLC – 1028 S. Lansing – Request for a Special Use Permit to allow a rooming dwelling for 6 occupants in an M-2 multiple family residential district.

Commissioner Jakeway excused himself from the dais since he was the applicant for the request.

Staff presented details on the applicant's request, noting that the applicant has submitted documentation sufficient to show that he is able to meet the ordinance criteria. Staff also noted one public comment received via email after the packet was finalized and released that was distributed to each commissioner at the beginning of the meeting.

Jeff Jakeway, applicant, read a portion of the ZBA approval letter he received which stated what the Zoning Board of Appeals took into consideration in determining its granting of the variances requested.

Chairman Orlik opened the public hearing. There being no one wishing to speak, the public hearing was closed.

Discussion. Commissioner Smith questioned whether the parking at 315 E. Bellows was adequate to meet the minimums for both properties. Jakeway stated there are 5 "extra" spaces at the Bellows Street property and that this request will use only one of them.

Motion by Brockman, seconded by Smith, to approve SUP-09-04 to allow construction of a rooming dwelling at the property located at 1028 S. Lansing Street with the following conditions:

1. Occupancy shall be limited to not more than 6 people.
2. The applicant shall comply with the Department of Building Safety and the Fire Department requirements to obtain and retain a Rental license.
3. Applicant shall comply with all site plan review requirements.

Motion approved on a roll call vote by Brockman, Ellertson, Robinette, Smith and Orlik. Lux abstained. Jakeway recused.

V. Public Comments:

Chairman Orlik asked if anyone wished to address the Planning Commission.

Phil Seybert, representing the applicant of case #SPR-09-03, noted that the proposed new Firstbank follows the proposed guidelines of the Mission Street Redevelopment District including the building placement and design, landscaping, screening, signage and parking.

There being no one else wishing to speak, the Chair closed the Public Comments section of the meeting.

VI. Site Plan Reviews:

A. SPR-09-03 – 2015 S. Mission – Firstbank – New 1,776 square foot branch bank.

Staff reported that the applicant is proposing to demolish the existing building at 2013 S. Mission, formerly House of Flavors, and presented details of the applicant's request at 2015 S. Mission, noting that staff worked closely with the applicant regarding numerous aspects of the project design in meeting various standards of the Mission Street Redevelopment design considerations being proposed for adoption.

Motion by Brockman, seconded by Ellertson, to approve SPR-09-03 to allow the construction of a drive-through bank at 2015 S. Mission Street, based on the site plan last revised on March 17, 2009 and prepared by Lorenz Surveying & Engineering, Inc. (job no. 080099) for Firstbank, and the landscaping and lighting plans prepared by Linsemier and Associates last revised on March 26, 2009 with the following conditions:

1. The applicant shall provide documentation that the proposed site lights are full cutoff, in accordance with the requirements of Section 96.13 of the City Code.
2. The applicant shall comply with the requirements of the Isabella County Road Commission regarding the access to Broomfield Road.
3. The applicant shall comply with the requirements of the Division of Public Safety (DPS) and the Division of Public Works (DPW).

Discussion. Commissioner Smith commended the applicant for their efforts to meet the design considerations proposed for the Mission Street Redevelopment District. Motion approved.

- B. SPR-09-05 – 1222 North Drive – Isabella County Medical Care Facility – Site plan review to construct a 1400 sf kitchen addition and parking lot expansion in an R-3 single family residential district.

Staff stated he had nothing further to present beyond what was already presented in item IV. A. (SUP-09-01).

Motion by Smith, seconded by Brockman, to approve SPR-09-05 to allow construction of a kitchen addition and parking lot expansion at 1222 North Drive based on the site plan drawings prepared by Goudreau Associates and Rowe Engineering received by the Planning Department on March 30, 2009 with the following conditions:

1. The applicant shall provide a revised landscaping plan meeting the requirements of Section 154.106 of the Zoning Ordinance for review and approval by the Community Development Director prior to issuance of a building permit.
2. The applicant shall demonstrate that relocated and/or new site lighting meets the requirements of Section 96.13 of the City Code prior to issuance of a building permit.
3. The applicant shall comply with the requirements of the Division of Public Safety (DPS) and the Division of Public Works (DPW).

Motion approved.

- C. SPR-09-06 – 1916 Churchill – Joe Olivieri – Site plan review to construct a duplex in an R-2 single family residential district.

Staff stated he had nothing further to present beyond what was already presented in item IV. B. (SUP-09-02).

Motion by Ellertson, seconded by Brockman, to approve SPR-09-06 to construct a two family dwelling at 1916 Churchill Street in accordance with the site plan received by the Planning Department on March 6, 2009 with the following condition:

1. The applicant shall comply with the requirements of the Division of Public Safety (DPS) and the Division of Public Works (DPW).

Motion approved.

- D. SPR-09-07 – 1920 Churchill – Joe Olivieri – Site plan review to construct a duplex in an R-2 single family residential district.

Staff stated he had nothing further to present beyond what was already presented in item IV. C. (SUP-09-03).

The Planning Commission approve SPR-09-07 to construct a two-family dwelling at 1920 Churchill Street in accordance with the site plan received by the Planning Department on March 6, 2009 with the following condition:

1. The applicant shall comply with the requirements of the Division of Public Safety (DPS) and the Division of Public Works (DPW).
2. The elevation of the dwelling shall be constructed differently than the adjacent dwelling to be constructed at 1916 Churchill.

Motion approved.

- E. SPR-09-08 – AMES LLC – 1028 S. Lansing – Site plan review to reconstruct a rooming dwelling for 6 occupants in an M-2 multiple family residential district.

Commissioner Jakeway excused himself from the dais since he was the applicant for the request.

Staff stated he had nothing further to present beyond what was already presented in item IV. D. (SUP-09-04).

The Planning Commission approve SPR-09-08 to construct a rooming dwelling at 1028 S. Lansing Street based on the site plan and elevation drawings received March 9, 2009 as prepared by Lorenz Surveying and Engineering, Inc. (job no. 090011) for AMES, LLC with the following conditions:

1. The applicant complies with the requirements of the Zoning Board of Appeals.
2. The applicant shall specify the method for addressing solid waste and the screening of any outdoor trash containers prior to occupancy.
3. The applicant shall comply with the requirements of the Division of Public Safety (DPS) and the Division of Public Works (DPW).

Motion approved on a roll call vote by Brockman, Ellertson, Robinette, Smith and Orlik. Lux abstained. Jakeway recused.

VII. Unfinished Business:

There was no unfinished business.

VIII. New Business:

- A. Zoning Board of Appeals meeting – Monthly report for March. *Moved to precede VI. Public Hearings.*
- B. May Planning Commission meeting – Anticipated agenda items.

Staff reported that a rezoning request for a new cellular tower is expected, along with site plan reviews for antennas and equipment at four other cell tower sites, and Rules of Procedure (*ref: IX. B.*).

IX. Other:

- A. Staff Reports.

Staff asked if the Planning Commission members would be available on Monday, May 4, to meet with the City Commission and Zoning Board of Appeals regarding the Mission Street Redevelopment Initiative. Staff will poll the members to determine their availability and inform them when a date has been confirmed.

- B. Rules of Procedure regarding site plan reviews.

Chairman Orlik explained the Planning Commission's request to consider amending the Rules of Procedure regarding an applicant's opportunity to present details of their site plan request before the Planning Commission. Currently the order of business does not allow a site plan review applicant to speak while the case is being considered by the Planning Commission; their only opportunity is during public comment which precedes site plan reviews.

Consensus of commission members was in support of allowing the applicant to speak for up to 5 minutes at the time their case is presented, and for the public during public comment only.

Discussion confirmed that a public hearing is not required since rules of procedure are not governed by the zoning ordinance. Staff will present specific language at the next meeting for the commission to vote on.

- C. Correspondence.

1. Acknowledge resignation of Planning Commissioner Michelle Lazarov.

Chairman Orlik acknowledged the resignation of Planning Commissioner Michelle Lazarov.

X. Adjournment:

Motion by Brockman, seconded by Ellertson, to adjourn the meeting at 8:14 p.m. Motion approved.