

**Mt. Pleasant Planning Commission
Minutes of Regular Meeting
February 3, 2011**

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

Present: Brockman, Kostrzewa, Holtgreive, Orlik (Chair), Rautanen, Robinette.

Absent: Lux, Shellady, Smith (Vice-Chair).

Staff: Gray, Murphy.

Chairman Orlik reported that Suzanne Shellady has been appointed to serve on the Planning Commission, and will be joining us next month.

II. Approval of Agenda:

Motion by Brockman, support by Kostrzewa to approve agenda.

Motion approved.

III. Election of Officers

Staff reported that although Commissioner Smith was unable to make the meeting, he has indicated his willingness to accept nominations.

Staff asked for nominations for Chair.

Motion by Holtgreive, second by Brockman, to nominate Orlik as Chair.

There were no further nominations.

Motion approved unanimously.

Motion by Holtgreive, second by Rautanen, to nominate Smith as Vice Chair.

There were no further nominations.

Motion approved unanimously.

IV. Approval of Minutes

A. January 6, 2011 regular meeting.

Motion by Holtgreive, support by Brockman to approve the minutes from the January 6, 2011 regular meeting as submitted.

Motion approved.

B. January 6, 2011 work session.

Motion by Rautanen, support by Holtgeive, to approve the minutes from the January 6, 2011 work session as submitted.

Motion approved.

V. Zoning Board of Appeals Report.

Commissioner Brockman reported that the ZBA heard two cases in January, both from Joe Olivieri. Mr. Olivieri was proposing tearing down two old structures on adjoining properties, currently used for student housing, readjusting lot lines and rebuilding two new homes for student housing. Mr. Olivieri was asking for a variance from the land area per occupant requirement of the Ordinance. The Board approved the request, acknowledging the fact that he will be eliminating several non-conformities (parking, lot size, square foot of building per occupant) with the project, and we will be gaining two nice buildings.

VI. Public Hearings:

Chairman Orlik explained board proceedings and asked staff to introduce the first case.

- A. SUP-11-01 – 309 N. Main.** Staff stated he would be presenting both SUP-11-01 and SPR-11-01 together. Staff reported the project location is on N. Main Street, just south of Lincoln Street. The property was recently approved by the City Commission for a conditional re-zoning from OS-1 to C-3. Staff reported that the approval will be in full effect on February 24th and suggested that any action to approve the request should include the condition that the zoning must be in full effect.

Staff reported that the applicant submitted both a site plan and landscape plan, which indicates an upgrade from the gravel parking currently on the neighboring parcel to a paved parking area which she plans to use for overnight guests. In addition, there are plans for a circular drive, foundation plantings, and an addition to the home which includes significant enhancements such as a turret, an extended porch and eyebrow windows.

Staff further reported that the site will include two uses: a bistro, which will include liquor sales, and is therefore subject to a Special Use Permit as a Class I Restaurant. There will also be lodging on the upper levels which also requires a Special Use Permit. The current intention is for the bistro to be open from 11:00 a.m. to 3:00 p.m., with evening and weekend hours by reservation. The applicant hopes the response will be such that the hours can be extended.

Staff reported that although ordinance requirements for lodging include a minimum area per unit, based on the fact that this is a conversion of a former home for use as an inn rather than new construction of a hotel, he does not feel this condition applies. Staff further stated that if the Board determines that this condition does apply, then the applicant will be required to go to the ZBA for a variance.

Staff reported that comments were received from DPW, which include standard requirements and possibly upgrades to the water and sanitary sewer service due to the change in use from residential to commercial use.

Comments from DPS were also received. The applicant and staff are working with DPS to determine if adjustments are needed to the circulation on the property.

Staff concluded his report, stating the project is compatible with the conditions of the Ordinance for Special Use Permits and Site Plan Review and is therefore recommended for approval.

Chairman Orlik asked if there were any ADA requirements. Staff stated the Building Official is looking into the Rehab Code for existing buildings to determine if there are any requirements. Should a barrier-free unit be required, it likely will not be put in the accessory building as indicated on the site plan, but would more likely be placed in the neighboring duplex unit. If that is the case, then the applicant will come back to the Board for approval.

Jean Prout, owner of the property and applicant, addressed the Board. Mrs. Prout expressed her excitement over the project and offered to answer any questions.

Commissioner Kostrzewa asked Mrs. Prout if she had a price range in mind for the units. Mrs. Prout stated they would range from \$80 up to \$210. She also reported that she intends to offer various packages as well, for rehearsal dinners, showers, etc. In addition, Mrs. Prout stated she is working with downtown retailers and if they contribute in any way to her project, she will include their businesses in her brochures. She would like to encourage her guests to go downtown.

Public Hearing:

Chairman Orlik opened the Public Hearing. There being no one who wished to address the Board, the Public Hearing was closed.

Board Deliberation: Commissioner Robinette commented that he thinks this will be a nice addition to the downtown and commented on the improvements to the structure.

Motion by Rautanen, support by Brockman to approve the request for SUP-11-01 from Jean M. Prout to construct a small addition and convert the existing home at 309 N. Main Street for use as a Class I restaurant and inn, based on the site plan drawings prepared by Twentieth Century Design dated January 10, 2011 and subject to the following conditions:

1. The applicant shall comply with the requirements of Section 154.067(C)(8) of the Zoning Ordinance and the performance standards listed in Section 154.003 related to Class I restaurants.
2. The applicant shall comply with the requirements of 154.067(C)(3) related to the Inn.

3. The approval shall be effective upon the effective date of the conditional rezoning of the property.

Motion approved unanimously.

VII. Public Comments:

Chairman Orlik opened the Public Comments portion of the meeting, explaining that this would be the last time for the public to speak. There being no one who wished to address the Board, the public comments session was closed.

VIII. Site Plan Reviews

Chairman Orlik commented that staff had already reviewed SPR-11-01.

Mrs. Prout indicated she didn't have anything to add.

Motion by Robinette, support by Kostrzewa to approve SPR-11-01 from Jean M. Prout to construct a small addition and convert the existing home at 309 N. Main Street for use as a Class I restaurant and inn, based on the site plan drawings prepared by Twentieth Century Design dated January 10, 2011 and subject to the following conditions:

1. The applicant shall provide a copy of an easement for the portion of the driveway that extends onto the property to the south prior to occupancy of the building.
2. The applicant shall comply with the requirements of the Division of Public Safety (DPS) and the Division of Public Works (DPW).

Motion approved unanimously.

IX. New Business:

- A. 2010 Annual Report and Review of 2010 Goals:** Staff presented the 2010 Annual Report and review of the 2010 Goals for discussion. Staff stated that there will be a joint meeting with the City Commission, tentatively scheduled for the 4th Monday in March, at which time the Annual Report will be presented. Staff commented on some of the notable projects that took place in 2010 under the Mission Redevelopment Overlay Zone, such as Taco Bell, the proposed developments on the corner of Mission and Preston, and in front of the shopping center located at 1705-1721 S. Mission. He further reported that there were 6 industrial projects approved, along with some significant student housing projects. Belle Tire was also approved on Mission Street, which is slated to break ground this spring.

Chairman Orlik commented that he would like to see the work on the Streetscape mentioned in the report as well. Chairman Orlik also asked that the wording in the last paragraph on page two be clarified as follows: Eighty-nine percent (89%) of the cases received by the

Planning Commission were acted upon **at the meeting they were first placed on the agenda.**

Review of 2010 Goals:

Staff provided a status report on the 2010 Goals as stated in the annual report.

Commissioner Kostrzewa asked what had been done in regards to the pedestrian walk and lighting along Main Street. Staff reported that the sidewalks on Main Street, from Illinois to Bellows had been widened and lights installed along the east side.

Motion by Rautanen, support by Holtgreive to approve the 2010 Annual Report with the noted changes.

Motion approved unanimously.

B. Set 2011 Goals:

Staff presented a list of the goals that the Board identified at their January work session and asked the Board to review them for accuracy and to make any changes that they wished to make. Staff reminded the Board that they had identified two lists: one "priority" list and a list of things they hope to accomplish as time permits.

Priority Goals:

1. *Amend the C-2, Central Business District zoning district to allow hotels/inns in the downtown.*
2. *Develop potential policy and ordinance amendments to address repeat ordinance violations.*
3. *Begin the 5-year review and update of the Master Plan, as required by State statute.*
4. *Continue to cultivate new development and redevelopment within the Mission Redevelopment Overlay Zone.*

As Time Allows:

5. *Complete the Mission Street Redevelopment District (Mission north of Pickard and along Pickard).*
6. *Consider amendments recommended by the ZBA and those needed to address conventional development projects.*

Commissioner Rautanen commented that he would like to see the #2 goal (develop potential policy and ordinance amendments to address repeat ordinance violations) moved to #1.

Motion by Brockman, support by Robinette to approve the 2011 Goals with the revision suggested by Commissioner Rautanen. Motion approved unanimously.

C. Appoint Members to Committees for 2011

ZBA Representative: Staff explained that the Planning Commission annually recommends one representative to the City Commission for appointment to the ZBA. Commissioner Brockman served in this capacity for 2010.

Motion by Commissioner Kostrzewa, support by Robinette to recommend the City Commission reappoint Commissioner Brockman as representative to the Zoning Board of Appeals.

Motion approved unanimously.

Community Improvement Awards: Staff reported that the Planning Commission has recently moved from granting Community Improvement Awards every year to every two years. If the Board wishes to continue the two-year cycle, they will not need to meet in 2011; however, if they wish to issue awards in 2011, they will need to fill a position on this committee. Currently, Commissioners Kostrzewa and Rautanen serve on the Committee.

Commissioner Rautanen stated he would like to continue the 2-year cycle, with the option of amending at a later time if the Board feels there is a need to present awards for 2011. Chairman Orlik commented further that if staff sees a really good project for consideration that we could re-visit this as well.

X. Other:

A. SPR-11-02 1641 Gover Parkway – Administrative Review: Staff referred the Board to the material in their packets regarding the Verizon Wireless Collation and Equipment Installation. With the Board's approval, this project went through an administrative review and was approved. It involved a new antenna on the existing tower; the proposed equipment shed would be located in the existing fenced compound.

B. March Planning Commission Meeting: Staff reported that we currently have two projects scheduled for the March meeting. Mr. Olivieri has submitted applications for Special Use Permits and Site Plan Review for 1005 S. Main and 1007 S. Main, which recently were granted variances from the ZBA. The deadline for submissions is Monday, February 7, 2011.

XI. Adjournment.

Motion by Holtgreive, support by Brockman to adjourn.

Motion passed unanimously.

Meeting adjourned 7:35 p.m.

bam