

**Mt. Pleasant Planning Commission
Minutes of Regular Meeting
May 3, 2012**

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

Present: Brockman, Hoenig, Kostrzewa, Lux (arrived late) Orlik (Chair), Quast, Smith (Vice-Chair).

Absent: Holtgreive, Shellady.

Staff: Gray, Ridley, Murphy.

Chairman Orlik welcomed new Commissioner Lesley Hoenig.

II. Approval of Agenda:

Motion by Brockman, support by Quast, to approve the agenda.

Motion approved

III. Minutes:

- A. March 29, 2012 Regular Meeting (Regular April meeting that was rescheduled for March 29)

Chairman Orlik had two corrections to the minutes as follows:

Page 12: Chairman Orlik questioned whether the applicant would consider doing one lane of parking in front of the building rather than two and moving the building closer to *Mission Street* ~~the intersection~~.

Page 16: Staff stated that the current scope for the Master Plan that was approved by the Planning Commission and City Commission does not proposed reviewing changes to zoning and density north of High Street.

Motion by Kostrzewa, support by Brockman to approve minutes as amended.

Motion approved.

IV. Zoning Board of Appeals Report:

Commissioner Quast reported that the Zoning Board of Appeals had only four members present at their April 25, 2012 meeting. Based on the ZBA By-laws, when only four members are present, the applicant has the option of postponing their case. Both applicants asked that their cases be postponed.

V. Public Hearings:

Chairman Orlik explained board proceedings and introduced the first case.

- A. SUP-12-04 - 1003 Douglas.** Chairman Orlik explained that this case was postponed by the Zoning Board of Appeals. As the Commission has indicated they wish to have all ZBA action completed prior to deliberating a case, Chairman Orlik asked for a motion to postpone.

Motion by Brockman, support by Quast, to postpone Case SUP-12-04, submitted by Joe Olivieri, on behalf of Rentwood Management until the Zoning Board of Appeals makes their determination.

Motion approved unanimously.

VI. Public Comments:

Chairman Orlik opened the floor for public comments.

There being no one who wished to address the Board, the Public Comments portion of the meeting was closed.

VII. Site Plan Reviews

- A. SPR-12-03 - 1003 Douglas.**

Motion by Brockman, support by Kostrzewa, to postpone action on Case SPR-12-03 until the Zoning Board of Appeals has made their determination.

Motion approved unanimously.

- B. SPR-12-08 - 1310 E. Pickard - Doozies Ice Cream Place.** Staff introduced Case SPR-12-08, noting the location on the South side of Pickard, between Brown and Russell Street. The site is zoned C-3, with R-2 Single-Family residential zoning to the south. Staff reported that the applicant was proposing a 5' x 22' overhang on the rear of the building to shelter two outdoor coolers. Staff further reported that the applicant had started the construction prior to approval.

Staff shared photos of the site, showing the framework that is in place, along with photos of the four foot masonry wall that runs along the south property line, which meets the minimum height requirements of the Ordinance. Staff commented that the proposed addition will not change the current use, nor will it increase the usable area of the building or business volume. Based on that, there will be no additional parking requirements. Staff reported that there were no other changes to the site proposed.

Staff commented that although the City's Access Management Plan calls for closure of the eastern driveway, the construction is unlikely to increase vehicle traffic to and from

the business and the Commission will need to consider whether this construction would warrant compliance with the access management standards.

Staff reported that the Department of Public Works indicated they had no concerns with the request. The Department of Public Safety has indicated building identification numbers are required.

Staff concluded his report, stating that the proposed addition complies with the minimum requirements of the Zoning Ordinance, and is recommended for approval.

Mr. Clyde Dosenberry, owner and applicant, addressed the Board, offering to answer any questions.

Chairman Orlik asked why construction was started prior to approval.

Mr. Dosenberry stated that he had obtained a permit to redo the roof and at that time had intended on just extending the overhang a couple of feet; however, once into the project, he decided to extend it further. Once he found out that the permit did not cover the additional extension, he filed for site plan review.

Vice-Chairman Smith asked Mr. Dosenberry to address the Access Management Standards, which would call for the closure of the east drive.

Mr. Dosenberry commented that it would depend on what the other sites are required to do; and that with O'Reily's possibly building next door, it could cause issues for deliveries. Mr. Dosenberry further stated that he can't recall any accidents that have happened with cars coming in and out of the driveway; however, he noted several accidents at the stoplight by the Meijer gas station.

Vice-Chairman Smith stated he would like to have Mr. Dosenberry's input on the O'Reily's case when it comes back to the Commission for consideration.

Mr. Dosenberry added that the west drive is currently split by the property line.

Chairman Orlik asked staff if it is unusual to have a driveway split by the property line. Staff indicated that although it is uncommon, there are other areas in the city with the same situation.

Board Discussion:

Chairman Orlik offered his thought that based on the staff report, he agrees that the Access Management Standards are not an issue for this request.

Motion by Kostrzewa, support by Brockman to approve SPR-12-08 to allow the construction of a 5-foot by 22-foot overhang addition on the rear of the existing building located at 1310 E. Pickard, based on the building plan submitted by the applicant with the application 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 unanimously.

- C. SPR-12-09 - 2424 S. Mission.** Staff introduced Case SPR-12-09, noting the location at the south end of Mission Street, intersected by Bluegrass/West Campus Drive. The site is located in the RCD district and is bounded by R-1 property to the North, which is part of the Central Michigan University property. Staff reported that this request is for two very small additions to the Comfort Inn to allow the relocation of interior stairs and the addition of two new elevators. Staff reported there would be no change in the use or the intensity of the use, so there would be no additional parking required. Staff reported that the proposed additions meet the requirements of the Ordinance.

Staff reported that the Department of Public Works had no concerns with the request. The Department of Public Safety indicated that consideration would need to be given to assure Fire Department Access as there is a Fire Department connection located near one of the areas.

Staff concluded his report, stating that the proposed addition complies with the minimum standards of the Zoning Ordinance, and is therefore, recommended for approval.

Andy Theisen, Konwinski Construction, on behalf of the Comfort Inn, addressed the Board. Mr. Theisen stated that the proposal is a simple addition and they plan to extend the Fire Department connection to assure it is still accessible.

Board Discussion:

Motion by Smith, support by Lux to approve SPR-12-09 to allow 2 building additions totaling 530 square feet for the property located at 2424 S. Mission Street, based on the site plan dated March 25, 2012 prepared by James R. Dufty for Comfort Inn 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 unanimously.

- D. SPR-12-10 706 W. Pickard.** Staff introduced Case SPR-12-10, noting that the location is on West Pickard, just west of the railroad tracks. The site is zoned I-1, as are the surrounding properties. Staff referred to the letters submitted by both the property owner and the applicant explaining the intent of the request.

Staff reported that the tenant, MTW Industries, has indicated a need for additional space to add equipment to grow their business. They have further indicated that they hope this is the first phase in the growth and hope to expand even more in the near future.

Staff reported that the parcel is currently land-locked, with no frontage on Pickard Street. To address this issue, the owner has proposed combining the parcel with the narrow parcel of land that fronts Pickard. In addition, the owner has also indicated they intend to pave the proposed driveway and parking area to further improve site conditions.

Staff reported that the Department of Public Works had no concerns. The Department of Public Safety submitted several comments, primarily, the need to confirm the distance to fire hydrants, which were not shown on the site plan.

Staff recommended that any approval stipulates that the combination of the parcels be recorded prior to a certificate of occupancy being issued.

Brent Fisher, President of MTW Industries, addressed the Board. Mr. Fisher reported that the company has experienced significant growth and there are opportunities right now to expand their business. Mr. Fisher indicated they hope this is only the first phase of improvements to the property. Mr. Fisher explained that the additions would allow them to add new equipment that will provide one of a kind service to the area and state. They anticipate bringing more jobs to the area.

Board Discussion:

Commissioner Brockman asked staff if this property was part of the property that recently was approved for Conditional Re-zoning. Staff stated it was not, that this particular property is traditional I-1 zoning.

Motion by Lux, support by Brockman to approve SPR-12-10 to allow the construction of a 1,664 square foot addition on the front of the existing building located at 706 W. Pickard, based on the site plan submitted by the applicant with the application with the following conditions:

1. The necessary documents to complete the boundary adjustment giving the property frontage on Pickard Street shall be filed prior to issuance of a Certificate of Occupancy.
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.

- E. SPR-12-11 - 1221 South Drive.** Staff introduced Case SPR-12-11 noting this was a request from McLaren Central Michigan, formerly Central Michigan Community Hospital, to place an exterior generator on the property to replace an existing interior generator. Staff reported that the generator comes with a pre-fabricated enclosure which helps reduce sound transmission. The proposed generator and enclosure will comply with the building height and setback requirements. Staff also reported that the proposed generator will be placed inside an existing fenced and screened dumpster enclosure. The dumpsters will be shifted within the enclosure area to make room for the generator, and

therefore should not trigger any changes that would require a masonry dumpster enclosure. Staff reported that one of the existing fence lines will be shifted to the south to allow access to the loading dock without opening the fence.

Staff referred to the generator specs that were provided by the applicant and in addition, documentation of decibel levels that were submitted by an engineering firm. From the information submitted, it appears that the new generator will be much quieter than the old one.

Staff reported that the Department of Public Works had no concerns, nor did the Department of Public Safety.

Commissioner Lux questioned whether we had received any written communication from the Department of Public Safety, as there was none provided. Staff stated we did not receive any written report; however, he had a conversation with the Fire Department at which time they said they had no concerns.

Vern Hoag, Director of Facilities for McLaren, addressed the Commission, commenting that the new generator would be much quieter than the old one, which is 37 years old. The new generator will also be more compact and will be screened by the fence.

Board Discussion:

Motion by Kostrzewa, support by Lux, to approve SPR-12-11 to allow removal of the existing generator and replacement with a new exterior generator and enclosure for the property located at 1221 South Drive, based on the site plan dated April 10, 2012 prepared by Thermal Tech Engineering for McLaren Central Michigan (project number 13116.110) and the generator specifications submitted with the request 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 unanimously.

VIII. Unfinished Business

- A. SPR-12-01 1300 E. Pickard.** Staff stated that we are still waiting on traffic information and the applicant has indicated they should be ready for the June meeting.

Motion by Lux, support by Quast, to postpone Case SPR-12-01 until the June 7, 2012 meeting.

Motion approved unanimously.

IX. New Business:

- A. Capital Improvement Plan**

Staff introduced the 2013-2017 Capital Improvement Plan, noting that the purpose of having the Planning Commission review the plan is to assure the proposed improvements are compatible with the Master Plan. Staff commented that the plan advances some of our development priorities, and includes funds for grid streets. Staff commented that we will likely see some action towards this in 2013.

Staff reported that Nancy Ridley, Finance Director, was in attendance to answer any questions the Board has.

Chairman Orlik commented on the plans for the Women's Locker room (pg. 24) at the Public Safety building, noting that the \$35,000 designation is fairly small and questioned if that item should be moved up. Mrs. Ridley responded that the lower amount is due to the fact that the infrastructure is already in place. She commented that it was put on for 2017 so that is on everyone's radar. She further commented that currently there are no female fire fighters on staff; however, if a vacancy comes up and the top candidate is female, this item would move up immediately. Chairman Orlik questioned whether it would be wiser to have the locker room in place prior to that to assist with recruiting female candidates.

Chairman Orlik (page 30) commented that he was happy to see the downtown parking lots on the list. In addition, he noted that he was glad to see the Island Park shelters (page 47) on the list for 2013. Mrs. Ridley stated those had been moved up to 2013 based on their condition and the degree of deterioration.

Discussion took place on the intersection improvement for Bradley and Pickard (page 87). Chairman Orlik expressed some concern over the term "roundabout" and also commented that as there is no development taking place there at this time, he was surprised that this was included. Commissioner Lux asked if they could remove the term "roundabout." Mrs. Ridley indicated they could probably remove that term, and also addressed Chairman Orlik's comment about development. Mrs. Ridley stated that as development of the area becomes more fine-tuned, this item may change. She further stated that this would be a good entrance to the city/area and a good way to slow traffic.

Chairman Orlik asked if those in charge of the airport were comfortable with the Runway Lighting project (page 99). Mrs. Ridley stated that the Airport Advisory Board had reviewed the CIP and were comfortable with this piece, however, she further commented that this piece is somewhat dependent on Federal and State funding as well.

Commissioner Brockman commented on the Jockey Alley parking lot; questioning whether the project schedule and other subsequent project schedules would be delayed with potential grant funding. He further questioned whether the amount should be changed to show the grant funding. Mrs. Ridley commented that we are still in the pre-approval stage of the grant. As we learn more and the grant is officially granted, these issues will be re-evaluated.

Commissioner Lux asked if the County would be contributing anything towards the Jockey Alley project, and if not, is the City considering making any changes to the allotted time for parking spaces. Mrs. Ridley stated there has been no commitment from the county in regards to providing and funding for the project. She further stated that the county officially owns a portion of the lot.

Vice-Chairman Smith referred to Page 83, in regards to removing the High Street Islands, questioning who was paying for the removal, since MDOT put in the Islands. Mrs. Ridley stated the City would likely have to pay for the removal.

Commissioner Kostrzewa referred to page 38 regarding Mission Street Traffic and Pedestrian Safety, asking Mrs. Ridley to explain grid streets. Mrs. Ridley explained that grid streets would be new east/west streets to help relieve the congestion on Mission Street. Commissioner Kostrzewa questioned whether there were any plans to increase pedestrian safety on the North end of Mission Street. Staff commented that the DDA has looked at various opportunities and ways to improve safety all along Mission Street and will continue to do so; however in regards to grid streets, the north part of Mission has a pretty good grid street system in place. Commissioner Quast noted several recommendations are included in the Greater Mt. Pleasant Non-motorized Transportation Plan in that regard.

Commissioner Brockman commented that Kurt and Keith Feight have been advocates of painting the railroad bridge over M-20 and asked if there was any funding available from the City for that project. Mrs. Ridley commented that the bridge is owned by the Railroad and MDOT, and with it being more of an aesthetic item, other projects have taken more priority, and there are no funds available at this time for that particular project.

Commissioner Lux referred to page 53, in regards to the need for columbaria construction for the cemetery. Mrs. Ridley stated they would be looking at this for 2017. The funds allocated for 2014 will be for roads and markings.

Commissioner Kostrzewa asked for an update on the Bellows Street roundabout. Mrs. Ridley stated that it will be coming out next week, in conjunction with some utility work at Central Michigan University. It will revert back to a T intersection.

Motion by Smith, support by Brockman to recommend the City Commission adopt the 2013-2017 Capital Improvement Plan with due regard given to comments offered by the Planning Commission.

Motion approved unanimously.

X. Other Business:

A. Staff Report

1. June Planning Commission meeting - Anticipated Agenda Items.

Staff reported that no new applications have been submitted; however the deadline is still a week out.

2. **Master Plan Update**

Staff reported that the student group made their presentation and he is pleased with the work they are doing. They will be finalizing their written report and we will hopefully have it ready for the Planning Commission in June. In addition, staff reported he hopes to have a draft RFP for review by the commission in June as well.

XI. Adjournment:

Motion by Smith, support by Kostrzewa to adjourn to work session.

Meeting adjourned at 7:53 p.m.

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