

**Mt. Pleasant Planning Commission
Minutes of Regular Meeting
May 1, 2014**

I. Vice-Chairman Cotter called the meeting to order at 7:02 p.m.

Present: Cotter, Dailey, Friedrich, Hoenig, Kostrzewa, Lents, Ranzenberger, Verleger.

Absent: Holtgreive.

Staff: Bean, Mrdeza, Murphy.

Vice-Chairman Cotter welcomed new Board member Corey Friedrich.

II. Approval of Agenda:

Motion by Dailey, support by Kostrzewa to approve agenda.

Motion approved.

III. Approval of Minutes:

A. April 10, 2014 Regular Meeting

Motion by Dailey, support by Kostrzewa to approve minutes from the April 10, 2014 regular meeting.

Motion approved.

IV. Zoning Board of Appeals Report for April.

Commissioner Lents reported that the Zoning Board of Appeals met in March and heard one request for variances to allow two duplexes to be constructed on West Pickard on lots lacking the required land area. The request was postponed at the applicant's request.

V. Public Hearings:

A. SUP-14-08 - 1707 W. Pickard. Vice-Chairman Cotter reported that this case has been postponed pending ZBA action and will likely appear on the June agenda.

VI: Public Comments

Vice-Chairman Cotter opened the floor for public comments. There being no one who wished to speak, public comments was closed.

Prior to entering into the Site Plan Review portion of the meeting, Bean asked that the Board consider adding a fourth item under "Other Business" on the agenda, as they have been asked to review the City's Capital Improvement Plan for the years 2015-2019.

Commissioner Dailey noted that he would rescind his previous motion to approve the agenda and move to approve the agenda with the addition of CIP Review under Other Business. Commissioner Kostrzewa seconded the motion.

Motion approved.

VII: Site Plan Reviews

A. SPR-14-09 1707 W. Pickard. Vice-Chairman Cotter noted that this case has been postponed pending ZBA action and will likely appear on the June agenda.

B. SPR-14-12 - 1301 N. Kinney - Denali Construction & Engineering Inc.

Bean introduced case SPR-14-12 noting this was a request to allow an addition to an existing building located in the Industrial zone. Bean noted that the location is at the north end of Kinney and shared an aerial view of the site, showing that the site currently has four buildings on it; an office, two out-buildings and one shop.

The surrounding property is zoned Industrial, with land uses also industrial to the north, east and west and commercial use to the south.

Bean shared some background of the request, noting that the existing storage building is 1,200 square feet and the applicant is proposing construction of a 2,400 square foot addition. Bean reported that based on the proposed use, eight parking spaces would be required, which the applicant is proposing.

Bean shared the proposed site plan, noting the proposed parking areas, shop location, etc. and also shared the elevation drawings provided by the applicant, noting that the proposal fits the character of the site.

Bean reported that the proposed addition meets all bulk/density and setback requirements. No new sidewalks are being proposed, and Bean noted the Planning Commission will need to determine if they wish to grant a sidewalk waiver based on the remote location of the site.

Bean reported that the proposal does not include any additional signage. It was noted that the proposed dumpster will need to meet ordinance requirements for screening and placement on a concrete pad.

Bean noted that the commission may want to require more detail for a landscaping plan, noting that 10' of green space is required along the off-street parking area.

Bean concluded his report, noting the request is being recommended for approval with noted conditions.

Commissioner Kostrzewa commented on the sidewalk waiver, noting that he questions where a sidewalk could even be placed at this site.

Doug Sickles, project manager for Denali Construction, addressed the Board, offering to answer questions.

Commissioner Dailey asked what the proposed addition would be used for. Mr. Sickles noted it would be storage for drywall, OSB, tools, etc. He further noted that they are currently working with the Department of Public Works to work out drainage issues.

Commissioner Kostrzewa commented that currently the site is mostly gravel and adding the asphalt will be an improvement.

Commissioner Ranzenberger commented for clarification that the driveway is off the end of North Kinney. Mr. Sickles verified that was correct.

Motion by Kostrzewa, support by Ranzenberger, that pursuant to the requirements of Section 154.022(B) of the zoning ordinance, the Planning Commission grant a waiver to the requirement to install sidewalks in the public rights-of-way on a finding that the property is not located on a street designated as a school walking route and there are no existing intermittent public sidewalks on the streets within the block where the property is located.

Motion approved.

Motion by Ranzenberger, support by Kostrzewa that the Planning Commission approve the request for SPR 14-12 for the property located at 1301 North Kinney Street, based on the elevation drawings and site plan prepared by William Stuart Gallaher and Denali Construction, dated November 26, 2013 and March 6, 2014 (and submitted on April 22nd, 2014), respectively, with the following conditions:

1. The applicant shall comply with the requirements of the Division of Public Works (DPW) and the Division of Public Safety (DPS).
2. The applicant shall submit landscaping specifications for the required 10' landscape screen adjacent to the portion of the off-street parking area abutting North Kinney Street prior to seeking a building permit.
3. The applicant shall submit plans showing proper screening and placement of the dumpster.

Motion approved.

B. SPR-14-13 1501 S. Mission - Newco Design Build

Bean introduced case SPR-14-13 submitted by Newco Design Build for a proposed 112 square foot freezer structure with a 135 square foot surrounding concrete pad to be placed at the existing Rally's Restaurant.

Bean reported that the site is zoned C-3, with the overall area being commercial.

Bean noted that the proposed freezer unit would be placed in the island formed by the drive through and would be connected to the existing parking area by a 5' wide concrete walkway.

Bean noted that Rally's has entered into a contract with the bun provider, New Bakery, who provides their own standalone freezers. Bean shared the site plan showing the proposed location of the concrete pad and freezer, noting that the applicant will coordinate the placement to fit in with the existing landscaping.

Bean shared a conceptual drawing of the freezer units along with a photo of a typical unit. He noted that the overall setbacks for the proposed freezer will be met. In addition, he noted that the existing access points satisfy the requirements of the Ordinance and no new lighting is being proposed. Bean referred to the six-foot screening wall requirement, noting that the minor nature of the proposed site improvements do not change the character of the site and does not feel that the proposal impacts the use of the site to allow the previously approved site plan to be reconsidered.

Bean noted that the existing parking is appropriate, no new signage is being proposed, and there are currently sidewalks along the property.

Bean concluded his report noting the request is recommended for approval with noted conditions.

Craig Van Doeselaer, Newco Design Build, addressed the Commission, explaining the contract with the bun supplier allows the bun company to put in the stand-alone freezer units. With this type of design, if the contract expires, the company can come in and pick up their freezer.

Mr. Van Doeselaer also noted that the placement of the concrete pad will not interfere with the tree on the site. They will move the landscaping features to the other side of the freezer to tie it into the existing landscape.

Commissioner Kostrzewa asked if there were interior changes being planned. Mr. Van Doeselaer stated there were not. Due to the volume of the business there is not adequate storage in the existing freezer. By adding the bun freezer, the restaurant will be able to store more product and will be able to reduce the number of deliveries to the site.

Motion by Lents, support by Hoenig that the Planning Commission approves the request for SPR 14-13 for the property located at 1501 South Mission Street, based on the site plan dated April 2, 2014 and prepared by Newco Design Build, with the following conditions:

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

Motion approved.

VIII. Unfinished Business:

None

IX. New Business:

None

X. Staff Report:

A. Communication from Keith Cotter regarding SUP-14-05, 120 S. University.

Bean referred to the letter contained in Commission packets from Mr. Cotter, which provides more information on the proposed hours of operation. Bean noted that the information is being provided based on interest from members of the City Commission.

Motion by Kostrzewa, support by Dailey to enter the letter from Keith Cotter, dated April 23, 2014 into the permanent record.

Mrdeza provided some background on this item, noting that in a good faith effort to address concerns from members of the City Commission, Mr. Cotter provided a letter fully disclosing his intended hours of operation. Mrdeza noted that by entering it into the record as a "point of information", it still allows the applicant some flexibility to adjust the hours to best fit the needs of the business.

Commissioner Lents noted that in the past there were some members of the Planning Commission who felt a need to put in hours of operation; however, she noted that she feels it is important the business owners have some flexibility.

Mrdeza also clarified that listing the hours of operation is not a requirement for the Special Use Permit criteria, and reiterated that this is just a clarification and good faith effort by the applicant for full disclosure.

Motion carried.

B. Master Plan Discussion: Consider setting a Public Hearing for June 5, 2014.

Bean noted that the City Commission approved a draft of the updated Master Plan at their March 24, 2014 meeting. This approval provides for a 63-day review period, pursuant to the Michigan Planning Enabling Act. The next step will be to hold a public hearing on the Master

Plan, at which time there will be the opportunity to discuss the contents and recommend any final edits. Following that, the City Commission has adopted a resolution that they will take the final action to approve the plan; therefore, the Planning Commission will be asked to make a recommendation to the City Commission following the Public Hearing. Bean noted that the soonest that this could take place would be at the June 5, 2014 meeting.

Motion by Hoenig, support by Dailey to place the Public Hearing for the draft Master Plan on the June 5, 2014 Planning Commission agenda.

Motion approved.

C. June meeting: Staff noted that the Master Plan will be on the June meeting agenda and possibly the duplex request for 1707 W. Pickard, further noting that the deadline for submittals is still a ways out.

D. 2015-2019 Capital Improvement Plan (CIP).

Mrdeza referred to the copies of the proposed CIP which was received by the Commission earlier in the week. Mrdeza noted that the Planning Commission typically receives the CIP and either agrees to sign off on the document or not. Mrdeza noted that due to the lateness in getting the document out, it may be their desire to request additional time prior to taking action, or if they are comfortable taking action today, that is fine as well.

Mrdeza reviewed some items in the CIP that directly affect things the Planning Commission has been working on:

- 1) Advancing the Goals and Objectives regarding the Mission Redevelopment Overlay District;
- 2) Pedestrian Safety - Grid Streets/Cross connections
- 3) Pedestrian Safety - changing out mast arms.

Motion by Kostrzewa, support by Hoenig to postpone action on the 2015-2019 CIPs until the June 5, 2014 meeting to allow more time for review.

Motion approved.

Mrdeza reminded the Commission that there is a work session scheduled for May 8, 2014 to discuss the M-2 Neighborhood study. A follow up work session is scheduled for June 26, 2014.

XI. Adjournment:

Motion by Kostrzewa, support by Dailey to adjourn.

Motion approved.

Meeting adjourned 7:45 p.m.