

**Mt. Pleasant Planning Commission
Minutes of Regular Meeting
January 8, 2015**

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

Present: Cotter, Dailey, Friedrich, Hoenig, Holtgreive, Irwin, Kostrzewa, Lents (arrived late), Ranzenberger.

Staff: Bean, Mrdeza, Murphy, Ridley.

II. Approval of Agenda:

Motion by Kostrzewa, support by Cotter to approve agenda.

Motion approved.

III. Welcome:

Chairman Holtgreive welcomed Commissioner Irwin to the Board.

Bean presented recognition awards to outgoing members Chairman Holtgreive and Commissioner Lents, thanking them for their years of service as Commissioners.

IV. Minutes:

A. December 4, 2014 Regular meeting.

Motion by Lents, support by Kostrzewa to approve minutes from the December 4, 2014 regular meeting.

Motion approved.

B. December 16, 2014 Special Meeting.

Motion by Dailey, support by Kostrzewa to approve minutes from the December 16, 2014 special meeting.

Motion approved.

IV. Zoning Board of Appeals Report for November:

Commissioner Lents reported that the Zoning Board of Appeals did not meet in December.

V. Public Hearings:

None Scheduled

VI. Public Comments:

Chairman Holtgreive opened the public comments portion of the meeting.

Nancy Ridley, City Manager, addressed the Board, thanking the Commission for all their hard work and countless hours of work in 2014 to complete the update of the Master Plan, consider and make a recommendation to the City Commission for the codification of the M-2 Redevelopment procedures and complete the update of the Sidewalk Construction Policy, in addition to their heavy case load. She noted their dedication to the community is greatly appreciated.

There being no one else who wished to speak, the Public Comments session was closed.

VII. Site Plan Reviews:

None Scheduled.

VIII. Unfinished Business:

A. Community Improvement Awards:

Bean referred to the list of sites that was included in packets, noting that these sites are eligible to be considered for the Community Improvement Awards. Bean noted that this list is not all inclusive and asked if there were other sites that the Board may wish to add to the list for consideration. Bean explained that for a project to be eligible, it had to be completed in 2013-2014.

Commissioner Lents asked that staff check on an additional site on Main Street to determine eligibility.

It was requested that staff put together before and after photos of the sites for the Board to review. Commissioner Ranzenberger also offered to put together a Google map of the locations and forward it to staff for distribution.

The Board will make a determination at the next meeting on the recipients of this year's awards.

IX. New Business:

A. Complete Streets

Bean introduced the draft copy of the proposed City of Mt. Pleasant Complete Streets Policy for discussion, noting this is a follow up to the Master Plan. Bean reviewed the purpose of the proposed policy noting that this policy will serve as the City of Mt. Pleasant's Complete Streets Policy for the purposes of the State of Michigan's Act 51 of 1951.

Bean explained that by adopting a Complete Streets policy, the city will be better equipped to engage MDOT and it may also open up options for additional funding sources.

Bean reviewed the section on Design and Construction noting that any projects that would be subject to the proposed ordinance would be presented to the Planning Commission for approval during the scope and conceptual design process. Bean further reviewed the list of things on which the Planning Commission would base their findings.

Bean explained that this is the first draft and asked the Commission to give some consideration to any changes they would like made to the policy. Once the text is finalized the Planning Commission will make a recommendation to the City Commission. The City Commission will then either vote to adopt the policy or can send it back to the Planning Commission for further action.

Commissioner Ranzenberger noted that the city has streets under the jurisdiction of the Isabella County Road Commission and the University and asked staff to speak to that relationship. Chairman Holtgreive responded that there has been a lot of coordination between the city and CMU in regards to streets and the communication is good. Commissioner Ranzenberger commented that there appears to be coordination between the jurisdictions rather than imposition.

Commissioners noted a couple of typographical errors to be fixed prior to making a recommendation.

Commissioner Lents asked if there would be a public hearing involved. Mrdeza noted that once the City Commission receives a recommendation from the Planning Commission they will set a public hearing. Once the public hearing has been held the City Commission will then take action.

B. Joint Meeting

Bean noted that the Planning Commission and City Commission meet annually to review the Planning Commission Annual Report and discuss goals for the year. Based on the number of requests that the City Commission requested the Planning Commission consider and because we have a newly updated Master Plan that will need to be implemented it was suggested that the joint meeting be held earlier in the year than usual to assure everyone is on the same page. The City Manager's office will be sending out a doodle poll to Commissioners to identify possible dates for the joint meeting. Because there may be a lot to discuss, the meeting may take place on a date other than a regular meeting date.

X. Other:

A. February Planning Commission Meeting:

Bean reported that "Complete Streets" will be on the agenda for consideration. In addition, the annual report will likely be completed in draft form for the Commission to review.

Bean further noted that there has been some interest from a potential applicant on a drive-thru restaurant, but no application has been submitted yet.

B. City Planner Update:

Mrdeza announced that the City has extended an offer to a candidate for the City Planner position. The anticipated start date will be at the end of January. Mrdeza further noted that we would retain the services of Mr. Bean and Spicer Group during the transition.

XI. Adjournment:

Motion by Dailey support by Ranzenberger to adjourn.

Motion carried.

Meeting adjourned at 7:29 p.m.

bam