

**Mt. Pleasant Planning Commission
Minutes of Regular Meeting
November 5, 2015**

I. Chairman Cotter called the meeting to order at 7:01 p.m.

Present: Cotter, Dailey, Driessnack, Friedrich, Horgan, Irwin, Kostrzewa, Ranzenberger
Absent: Hoenig
Staff: Kain, Murphy

II. Approval of Agenda:

Kain noted that the agenda has been updated, with copies on the dais, which include approval of the minutes from the joint work session.

Motion by Ranzenberger, support by Kostrzewa to approve agenda.

Motion approved unanimously.

III. Approval of Minutes

A. October 1, 2015 Regular meeting

Motion by Kostrzewa, support by Irwin, to approve the minutes from the October 1, 2015 regular meeting as submitted.

Motion approved unanimously.

B. October 28, 2015 Joint Work Session

Motion by Ranzenberger, support by Dailey, to approve the minutes from the October 28, 2015 joint work session as submitted.

Motion approved unanimously.

IV. Zoning Board of Appeals Report for September:

Commissioner Friedrich reported that the ZBA heard two cases in October, both involving signage and both on Pickard Street. The first case was for Coyne Convenience Stores at 914 W. Pickard Street. The applicant was requesting a variance to add an additional sign to the sign board in front of the building. The sign required a variance in the minimum height of signs from the grade and would further exceed the maximum square footage of signs for the property, which is already over the maximum allowed. The Board felt that the applicant could do a better job of consolidating the signs and therefore postponed the case to allow the applicant to rework the signs to better comply with the zoning ordinance.

The second case for 510 & 612 W. Pickard, McGuirk Mini-Storage, was a request for a variance to construct a pylon sign within the required setback with a height greater than what is allowed by ordinance. The property has a very narrow frontage because it is boxed in by the river to the east, the railroad to the west and another property to the south. Commissioner Friedrich stated that the property is shaped like a flagpole planted on Pickard Street. In light of the unusual shape of the property and the practical difficulty this presents for the applicant, the Board granted the variance to allow a sign that is no more than 21.5 feet tall with the bottom of the sign no less than 8 feet from grade and allowing the sign within the required setback. One additional requirement was that the foliage below the sign be removed to maintain sight lines onto Pickard Street.

V. Communications: Kain noted that one communication was included in Board packets, received from someone who is interested in the old Michigan State Police post on North Mission. The developer is interested in developing the property under the Mission Redevelopment Overlay Zone (MROZ) and asked that his interest be shared with the Planning Commission. Kain noted, however, that currently the MROZ doesn't extend north of Pickard.

VI. Public Hearings:

A. SUP-15-14 -701 E. Pickard.

Kain introduced Case SUP-15-14 submitted by Ralph Eslinger, who is requesting a special use permit to allow a used car dealership on the site. Kain shared the map of the area, noting that the property is zoned C-3 General Business, with I-1 Industrial zoning to the north, east and west and a mixture of R-3 and C-3 to the south.

Kain shared photos of the site and the current conditions, noting that there is a vacant building that will be used as office space and antique sales. The antique sales is not regulated by Special Use Permits and is therefore, not part of the consideration.

Kain shared the conditions that need to be met for the Special Use Permit to be approved. The required 10-foot greenbelt is sufficient in size; but is lacking some required landscaping. Kain noted that this is a condition that will need to be met and the applicant has indicated they are willing to work with staff to assure the plantings are sufficient to meet the requirements.

Kain reported that during the review of this request it was found that the site was not constructed as approved under a 1988 site plan, as all of the parking was not built. The applicant has again been very cooperative and has already made the improvements necessary to meet the requirements for the SUP.

In regards to the site plan, Kain noted that with the improvements noted for landscaping and parking, the site meets the requirements of the ordinance.

Kain concluded his report, recommending approval of the SUP with the following conditions:

1. A landscape plan that meets the greenbelt requirement for this use shall be submitted.

2. At no time shall more than the 8 vehicles be displayed for sale on the site and those vehicles shall only be parked in the areas denoted for display on the approved site plan.
3. Vehicle and trailer parking on the site shall be confined to hard-surfaced areas only.
4. The parking area located on the north side of the Mr. Muffler building shall be paved and striped in accordance with the approved 1988 site plan.
5. Hours of operation shall be limited to Monday through Friday 9 a.m. to 3 p.m., as offered by the applicant.
6. The applicant shall comply with the requirements of the Divisions of Public Works (DPW) and Public Safety (DPS).

Commissioner Kostrzewa questioned why we would limit the hours of operation even if the applicant offered it. Kain noted that this will be a very limited auto sales operation. He further noted that it is important to place some restrictions as there is residential property across the street.

Commissioner Dailey asked if the city had any ordinance that restricts hours of operation. Kain noted that the only restrictions would be through the limitations placed on the SUP and further commented that the applicant does not own the property and that it is currently for sale. He indicated he doesn't anticipate this to be a long term auto sale location.

Chairman Cotter commented that if the applicant decides to extend the hours of operation in the future he can always come back. Commissioner Driessnack asked if it would make sense to extend the hours now. Discussion ensued.

Karen Mead, daughter of property owner, addressed the board on behalf of Mr. Eslinger.

Chairman Cotter asked how long the lease was for. Ms. Mead indicated it would be a one year lease.

Chairman Cotter opened the public hearing. There being no one who wished to speak, the public hearing was closed.

Motion by Dailey, support by Irwin that the Planning Commission approve SUP-15-07 with the following conditions:

1. A landscape plan that meets the greenbelt requirement for this use shall be submitted.
2. At no time shall more than the 8 vehicles be displayed for sale on the site and those vehicles shall only be parked in the areas denoted for display on the approved site plan.
3. Vehicle and trailer parking on the site shall be confined to hard-surfaced areas only.
4. The parking area located on the north side of the Mr. Muffler building shall be paved and striped in accordance with the approved 1988 site plan.
5. Hours of operation shall be limited to Monday through Friday 9 a.m. to 3 p.m.
6. The applicant shall comply with the requirements of the Divisions of Public Works (DPW) and Public Safety (DPS).

Motion approved unanimously.

B. SUP-15-15 1006/1008 E. Lincoln Street

Kain introduced SUP-15-15, submitted by Charles and Barbara McCollom to allow a two-family dwelling in the existing structure.

Kain explained that the property was built as a two-family dwelling in 1983, prior to the SUP requirements for the use. The property was foreclosed on and the use was discontinued for over a year and therefore, the site must be brought into conformance with the provisions of the current Zoning Ordinance before resuming.

Kain commented that the owners have been working to rehabilitate and renovate the property.

Kain shared an overview of the site, along with photos, noting the property is zoned R-3 Residential and is surrounded on all sides by R-3 properties. The use is an allowed use with a Special Use Permit. Kain also noted that the use is consistent with the character of the area and with the future land use identified in the City's Master Plan.

Kain shared the site plan, and reviewed the Special Use requirements for two-family dwellings in the R-3 zoning district, noting that the site meets all requirements. In addition, Kain noted that the site meets the lot area, height, setback and parking requirements.

Kain concluded his report recommending approval of the SUP.

Commissioner Kostrzewa questioned whether the definition for a two-family dwelling and a duplex were the same. Kain noted they are; the zoning ordinance primarily uses the term two-family dwelling.

Tiffany Sloan, representing the applicant addressed the group.

Commissioner Ranzenberger asked if both units would be rentals or if one would be owner occupied. Ms. Sloan commented that eventually she intends to own the property and has plans to live in one half.

Chairman Cotter opened the public hearing. There being no one who wished to speak, the public hearing was closed.

Motion by Friedrich, support by Ranzenberger, to approve SUP-15-15.

Motion approved unanimously.

C. SUP-15-16 - 418 W. Broomfield

Kain introduced SUP-15-16 submitted by Chi Alpha Christian Fellowship for a Special Use Permit for a Registered Student Organization (RSO) in an existing single family dwelling.

Kain shared photos of the site, along with the site plan, noting that the property is zoned M-2, with M-2 zoning to the north, east and west and U-University zoning to the south. Kain noted that the proposed use is permitted in the M-2 zoning district with a SUP.

Kain reviewed the SUP criteria for the use, noting that the site meets all criteria and regulations. RSO's are required to provide two parking spaces plus one per occupant. The request is for two occupants; therefore, the site is required to provide four parking spaces, which it does. Kain noted that RSO's are required to provide a solid waste enclosure and staff has asked that this be addressed in the conditions for approval.

Kain concluded his report, recommending approval with the conditions noted in the staff report.

Commissioner Dailey asked if two of the four parking spaces were in the garage. Kain noted that they are all in the driveway and the garage is mainly used for storage.

Commissioner Kostrzewa commented on the garage door and discussion ensued on whether the letters currently there are considered signage or artwork.

Kain noted that if they are approved for the SUP, they will be allowed to display their letters.

Jacob Oebel, 418 W. Broomfield, addressed the Board as the current director of Chi Alpha Christian Fellowship at CMU. He noted that they "inherited" the garage door and they hope to redo the artwork with a higher quality.

Chairman Cotter opened the public hearing.

Matt Kelliher, 613 Whitney, addressed the Board, noting his is the faculty advisor for the group and has been involved since 1982. Mr. Kelliher commented on the garage door and that they wish to make the property recognizable, but also noted they would like to improve on the quality.

There being no one else who wished to speak, the public hearing was closed.

Commissioner Ranzenberger asked if the occupancy is limited to two occupants or if a family would be eligible. Kain noted that this would be considered a single family rental, and based on ordinance language, this means no more than two unrelated; therefore a family could occupy the site.

Motion by Driessnack, support by Irwin, that the Planning Commission approve SUP-15-16 with the following conditions:

1. The applicant shall comply with the requirements of the Division of Public Safety (DPS).
2. The applicant shall install screening for the solid waste containers in accordance with Section 154.025 of the Zoning Ordinance.

Motion approved unanimously.

VII. Public Comments:

Chairman Cotter opened the public comments section of the meeting. There being no one who wished to speak, public comments was closed.

VIII. Site Plan Reviews:

A. SPR-15-21 - 1006-1008 E. Lincoln.

Kain reported that SPR-15-21 is associated with SUP-15-15 and noted staff recommends approval with condition noted in staff report.

Motion by Friedrich, support by Dailey, that the Planning Commission approve SPR-15-21 with the following condition:

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

Motion approved unanimously.

IX. Unfinished Business: None

X. New Business:

A. 2016 Meeting Schedule.

Kain reported that two of the members of the Planning Commission have already been re-appointed for another term. Also, with the recently passed Charter Amendment, Commissioner Kostrzewa, who would have been term limited, is also eligible for an additional term, although the City Commission has not yet reappointed him. Kain commented that in the past, the schedule for the following year is set prior to new appointments, and even though it appears that our membership will remain the same, looking forward, he feels it makes more sense to set the schedule for March through February to allow new members to weigh in. With that being said, Kain introduced the prospective schedule for 2016 to run through February 2017.

Kain noted that it is proposed that the July meeting be moved up a week to avoid conflicts with the 4th of July holiday and this would keep the schedule consistent with 4 weeks between meetings. All other meetings remain scheduled for the 1st Thursday of the month, with no conflicts with area schools' spring breaks.

Motion by Dailey, support by Ranzenberger, to adopt the 2016 meeting schedule as proposed.

Motion approved unanimously.

B. December Planning Commission meeting:

1. Kain reported that the Planning Commission has received one application to date for a Class 1 restaurant for Dog Central.
2. Kain reported that the City Commission has asked that the procedures for awarding two bonus occupants in the M-2 redevelop area be better defined. Kain commented that he and Mr. Kench would work on putting together a draft for the Board to look at, which pares down the current adopted procedure to focus on that issue only.
3. Citizen's Academy: Kain reported that the City is hosting a Citizens' Academy, which is a six week program that is designed to expand knowledge of the structure and functions of City government. The program will run on consecutive Wednesday evenings beginning in January. The program is free to participants and dinner will be provided. Applications are available at the Community Services office or on the city's website.

XI. Adjournment:

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

Motion approved unanimously.

Meeting adjourned at 7:43 p.m.

bam