

**Mt. Pleasant Planning Commission  
Minutes of Regular Meeting  
January 3, 2013**

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

Present: Brockman, Hoenig, Holtgreive, Kostrzewa, Orlik (Chair), Quast, Shellady, Smith (Vice-Chair).

Absent: Lux

Staff: Gray, Murphy.

**II. Approval of Agenda:**

Motion by Holtgreive, support by Kostrzewa, to approve the agenda.

Motion approved.

**III. Minutes:**

**A.** December 6, 2012 Regular Meeting

Chairman Orlik asked for the following change in the motion on page 9:

Motion by Lux, support by Shellady that the Planning Commission approve SPR-12-03 to construct a Rooming Dwelling at 1003 Douglas Street based on the site plan and elevation drawings provided with the request with the following conditions:

1. The applicant shall provide a landscaping plan, *acceptable to staff*, prior to issuance of a building permit. Mulch shall be a material other than stone.
2. The applicant shall comply with the requirements of the Division of Public Safety (DPS) and the Division of Public Works (DPW).

Motion by Shellady, support by Holtgreive, to approve minutes from the December 6, 2012 meeting with the proposed change.

Motion approved.

**IV. ZBA Report:**

Commissioner Quast reported that the ZBA met in December and heard one case, which was a request to reinstate a non-conforming residential rental unit over an existing carriage house as a single-family unit. The ZBA approved the request noting that the proposed use is a marked decrease in the degree of non-conformity as they will be reducing the number of dwelling units from 5 down to two, with the condition that all parking be off the alley and designed to the satisfaction of the Building Official. In addition, the main home is to remain owner-occupied.

**V. Public Hearings:**

**A. SUP-13-01 - 2013 S. Mission.**

Chairman Orlik reported that there was one public hearing scheduled, SUP-13-01; however, the applicant withdrew the case to make some adjustments to the site plan. Because the case was publicized, the Public Hearing was held.

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

Motion by Brockman, support by Quast to postpone SUP-13-01 as requested by the applicant until a completed site plan has been prepared and submitted.

Motion approved.

**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-13-01 - 2013 S. Mission.**

Chairman Orlik reported that this case is tied to SUP-13-01 and noted that the applicant will need to seek a variance from the Zoning Board of Appeals prior to the case being heard by the Planning Commission.

Motion by Brockman, support by Shellady to postpone SPR-13-01 until ZBA action has taken place.

Motion approved.

**VIII. Unfinished Business:**

**A. SUP-12-14 - 2157 S. Mission - LaBelle Limited Partnership.**

Staff reported that the Commission took action at the last meeting to postpone this case to allow the applicant to work with staff to derive a comprehensive plan. Since that time, staff has met with the applicant on two occasions to review options under both the Mission Redevelopment Overlay Zone, as well as under conventional zoning. The applicant is considering 2-3 concepts and staff expects them to submit a plan within the next week. Staff stated the Commission should expect this case to appear on the February agenda.

Chairman Orlik commented that no action is necessary as the case has already been postponed.

## **IX. New Business:**

### **A. Master Plan - Demographic Data**

Staff reminded the Commission that we worked with a Geography class at CMU to upgrade information regarding City demographics: specifically housing, population and socio-economic data. Staff reported that the students did an outstanding job of gathering the data and preparing a report, commenting that the goal is to take their work and plug the information into our Master Plan. Staff has compiled the information and has completed an edit of the data and has prepared the information in the format that is intended for the Master Plan.

Staff asked the Commission for comments, noting that there will be additional opportunities for review as the plan is developed. Once a complete draft of the updated Master Plan has been completed, public hearings will also be held for public input.

Staff provided an overview of the information contained in the data; sharing various charts and graphs comparing historical data with today's data. The data included information on population, population trends, residential building permits, vacancy rates, renter occupied vs. owner occupied housing, socio-economic data, poverty rates and assessment history. The information also compared the City of Mt. Pleasant data to Union Township; Isabella County and the State of Michigan data.

Staff commented that this was the first time he has worked with a student class and he was very pleased with the outcome.

Staff asked for comments from the Planning Commission.

Commissioner Smith asked how the City's poverty rate compares with other city's poverty rates, questioning whether the student population impacts that number. Staff indicated our consultant may try to get some comparisons to other university towns, along with comparisons with other non-university towns that have a similar population, which may give us a better idea.

Chairman Orlik suggested striking a phrase on page 6 of the report under Population Trends and Growth; and noted a couple of graphs that had the word "professional" misspelled. In addition, Chairman Orlik suggested getting a breakdown of what "professional services" includes.

Commissioner Kostrzewa asked if the students were included in the population counts. Staff noted that they were.

Commissioner Holtgreive referred to the vacancy rates, questioning if there was a way to determine how many student rentals were vacant vs. non-student rentals. Staff stated we may be able to narrow it down some but not to the parcel level, since the data comes from Census data and individual answers are confidential.

Chairman Orlik noted that the information was very well presented and very helpful, noting he would entertain a motion.

Motion by Holtgrive, support by Shellady to incorporate the demographic analysis in the overall Master Plan.

Motion approved.

**I. Other:**

**A. Staff Report**

1. February Planning Commission Meeting – Anticipated agenda items.

Staff noted that the Commission will be reviewing the Annual Report, setting 2013 Goals and reviewing 2012 Goals. The February meeting is also when they elect new officers. Staff also reported that there are several properties on Washington Street that will be going to the ZBA and will likely appear on the PC agenda next month, along with the postponed cases.

In addition, staff reported that the ZBA held a work session last month to review the revised M-2 Redevelopment Procedures document. Overall, staff felt that the document was well received and the ZBA was supportive of the changes. Staff also reported that some misconceptions were cleared up in regards to the Douglas Street case that bounced back and forth between boards. Staff noted that because the ZBA was in work session they were not able to take action on approving the document so it will be on their January agenda.

**B. Recognition for Service - Pete Orlik**

Vice-Chairman Smith presented Chairman Orlik with a plaque noting his latest term of service on the Planning Commission. Vice-Chairman Smith provided a history of Chairman Orlik's service on various City Boards/Commissions, estimating that he has given the city 28 years of service. Vice-Chairman Smith thanked Chairman Orlik for his outstanding leadership over the years and commented that we would miss his vast knowledge of city government.

Chairman Orlik commented that he has served in three different City Hall buildings and under many City Planners, noting that he feels that current staff is one of the best planners in the State of Michigan and has enjoyed working with him. Chairman Orlik expressed his appreciation for the recognition, commenting that he has found his service to be a very positive experience.

**II. Adjournment:**

Motion by Holtgreive, support by Brockman to adjourn to work session.

Meeting adjourned at 7:31 p.m.

bam