

**Mt. Pleasant Planning Commission
Minutes of Regular Meeting
April 10, 2014**

I. Chairman Holtgreive called the meeting to order at 7:02 p.m.

Present: Cotter, Dailey, Hoenig, Holtgreive, Kostrzewa, Lents, Verleger.

Absent: Ranzenberger, one vacancy.

Staff: Bean, Mrdeza, Murphy.

II. Approval of Agenda:

Motion by Lents, support by Cotter to approve agenda.

Motion approved.

III. Approval of Minutes:

A. March 6, 2014 Regular Meeting

Motion by Kostrzewa, support by Lents to approve minutes from March 6, 2014 regular meeting.

Motion approved.

B. March 24, 2014 Joint meeting

Motion by Hoenig, support by Verleger to approve minutes from the March 24, 2014 Joint meeting.

Motion approved.

IV. Zoning Board of Appeals Report for March.

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

V. Public Hearings:

A. SUP-14-05 - 120 S. University - Keith Cotter.

Vice-Chairman Cotter recused himself due to his personal involvement with this request.

Bean reported that this request is to allow the redevelopment of a 1,200 square foot portion of an existing building at 120 S. University Street for a Class I Restaurant. The building consists of approximately 18,375 square feet; however, this request is for a portion of the building only.

Bean reported that the applicant is proposing a 36 seat cocktail and tapas lounge, consisting of a kitchen, restrooms, bar storage, bar area and booths and tables.

Bean reported that the property is zoned C-2 Central Business District, which allows Class I Restaurants regulated under a Special Use Permit. Bean noted that the property is in the Redevelopment Liquor License District and the applicant has applied for a Redevelopment Liquor License with the City.

Bean shared an aerial view of the site along with photos of interior decor being considered by the applicant.

Bean reviewed the conditions listed in the Zoning Ordinance for Class I Restaurants as follows:

1. Reports and Business records are to be provided to the City Manager to assure compliance with the performance standards for a Class I Restaurant.
2. The performance standards for a Class I Restaurant and the reporting requirements shall be a written condition of all Special Use Permits for Class I restaurants and include:
 - a. Culinary facilities shall at all times be maintained and provided for the preparation and cooking of food for consumption on the premises. Bean noted that no action is needed by the applicant presently but he should take action to ensure culinary facilities are maintained as such.
 - b. The establishment shall offer a varied menu of food items consisting of not fewer than ten such food items cooked or prepared on the premises. Bean commented that prior to the issuance of a Certificate of Occupancy, the applicant must provide a menu displaying a variety of not fewer than ten food items.
 - c. Not more than 50% of the gross floor area open to the general public shall be used for purposes other than seating for diners consisting of tables, chairs, booths and necessary aisleways. Public rest room facilities shall not be considered in this determination. Bean noted that the applicant has provided a site plan meeting these requirements.
 - d. During any given 90-day period no more than 50% of the gross revenues of the establishment shall be derived from the sale of any alcoholic liquor as defined by the Michigan Liquor Control Act. Admission charges or cover charges which exceed 10% of the establishment's gross revenues shall be considered as derived from the sale of alcoholic liquors for purposes of determining the percentage of sales of alcoholic liquors. Bean noted that no action is needed by the applicant presently but the applicant should take action to ensure these figures are met.
3. Trade secrets or commercial or financial information received by the City Manager shall be allowed protection from public disclosure if the proprietor requests that the records be

kept confidential, except that such records shall be admissible before all courts and administrative tribunals in proceedings brought for the purpose of enforcing this chapter.

4. The site is subject to periodic investigations by the Zoning Administrator or Building Official.

Bean shared the site plan of the area, noting that there are pedestrian walkways already established and no changes are being proposed to the sidewalks and there are no proposed changes to the landscaping. Bean further reported that there are two existing dumpsters in the area, noting that if any new dumpsters are proposed in the future, they will need to meet the requirements of the Zoning Ordinance.

Bean noted that the property is not subject to meeting Access Management Standards, and further reported that no off-street parking is required based on the proximity of municipal parking facilities. Bean shared a map showing the various parking opportunities within 300' of the property.

Bean shared a photo montage of signs that are being contemplated by the owner, noting that dimensions for signage have not yet been submitted. Bean noted that the applicant will need to submit a permit application for any new signage and will need to meet Ordinance requirements.

Bean reported that the applicant has indicated that a smoking area will be designated away from the entrance and off the sidewalk, and noted that the applicant should submit the location of any new proposed lighting to assure it meets the standards of the City Code.

Bean concluded his report, noting a recommendation to approve with several conditions.

Commissioner Kostrzewa asked for an explanation of the requirements for the Redevelopment Liquor Licenses, asking if there was a minimum investment required to obtain one and referred to a previous business owner who was turned down a few years ago.

Michelle Sponseller, Downtown Development Director, addressed Commissioner Kostrzewa's question, explaining that the incident being referred to was for a Quota License, which requires a \$250,000 investment. The Redevelopment Liquor License is tied to a specific district, requires a minimum investment of \$75,000, and provides seating of more than 25. The number of licenses allowed in a district is based on the amount of public and private investment over the past five years. Ms. Sponseller also explained that the Redevelopment Liquor License is tied to a specific location and if the business closes, the license is surrendered back to the State.

Keith Cotter, applicant, addressed the Board, offering to answer questions.

Commissioner Lents asked if the applicant was proposing future expansion, as she noted in their submittal, that they referred to "Phase I". Mr. Cotter explained that this was actually

one of the names being considered for the business; however, that has not been decided yet, and further noted that they were not planning on a second phase.

Commissioner Lents reviewed the criteria necessary for granting a Special Use Permit, noting that the portion of the building that is being proposed for renovation is currently vacant and will therefore be an improvement for the area. In addition, the applicant has indicated that their busiest time of the day will be from 5:00 p.m. - midnight, which will not adversely impact the local businesses and parking in the surrounding area and the use is compatible with the C-2 zoning district.

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

Motion by Kostrzewa, support by Verleger, that the Planning Commission should approve the request for SUP-14-05 from Keith Cotter, Basin Lofts LLC for the property located at 120 South University to allow the development of a 1,200 square foot Class I Restaurant within the overall 18,375 square foot building envelope and 16,104 square foot site with the following conditions:

1. The applicant shall comply with the requirements of Section 154.066(D)(3) of the zoning ordinance and the performance standards listed in Section 154.003 related to Class I restaurants.
2. Use of the property as a Class I restaurant shall be subject to issuance of a liquor license and compliance with the requirements of the City Commission and the Michigan Liquor Control Commission.
3. Prior to the issuance of a Certificate of Occupancy, the applicant shall provide a menu indicating a variety of not fewer than ten (10) food items served at the proposed Class I Restaurant as required by section 154.003 (Class I Restaurants).
4. Upon seeking a building permit, the applicant shall display the location of the proposed outdoor smoking areas and associated trash receptacles.
5. The applicant shall comply with the requirements of the Division of Public Works (DPW) and the Division of Public Safety (DPS).

Motion approved.

Commissioner Lents noted for the record that the Planning Commission is not in charge of issuing liquor licenses, they are only looking at the request for the SUP.

Vice-Chairman Cotter returned to the dais.

B. SUP-14-06 807 S. Mission - D & D Real Estate Investments

Bean introduced case SUP-14-06 submitted by D & D Real Estate Investments, explaining that the request is to allow the construction of a 3,420 square foot drive-through restaurant at the corner of High and Mission, within the Mission Redevelopment Overlay Zone.

Bean provided some background on the requirements for developments choosing to go under the Mission Redevelopment Overlay Zone, rather than through traditional zoning, noting that the Overlay Zone is intended to promote redevelopment and rehab of buildings along Mission Street. The Planning Commission is authorized to offer some flexibility in applying typical zoning requirements to achieve a more desirable development. Some of the key features that are encouraged in the district include the use of durable building materials, i.e., brick masonry, improved vehicle circulation and increased pedestrian accommodations. Bean noted that development under the Mission Redevelopment Overlay Zone is optional and applicants can opt in by applying for a Special Use Permit or applicants may choose to develop following traditional zoning regulations.

Bean noted this particular development is proposed for a lot that currently sits vacant, and which currently has two curb cuts on Mission and two on High Street. The applicant is proposing the closure of both curb cuts on Mission Street, one on High Street and creating a new curb cut onto the access drive to the Public Safety building, which sits directly east of the site. The site also has a large billboard on it that the applicant will need to work around.

Bean reported that the site is zoned C-3, as are the surrounding properties.

Bean commented that the proposed development advances a number of the objectives of the district with durable materials proposed for the new building; an outdoor patio designed to encourage pedestrian traffic, installation of decorative fencing; pedestrian connections to the sidewalk; bicycle parking; landscaping around the foot of the billboard sign; and the closure of curb cuts onto Mission Street.

As noted in the staff report, the Planning Commission will need to approve several waivers to the traditional standards such as:

- A reduction in the setback requirement from 75 ft. to 51 ft.
- Elimination of the landscaped greenbelt along Mission. The applicant has proposed decorative fencing in lieu of the landscaping.
- A reduction in the required parking spaces from 36 to 34.
- Waive the driveway spacing requirements.

Bean noted that the applicant is encouraged to seek an easement from the City in order to create the curb cut onto the access drive to the Public Safety Building. In addition, the applicant will need to submit a lighting plan and will need to show the loading dock/space on the site plan.

Commissioner Lents asked about the sign. Bean noted that in the proposed location, it is a vision obstruction and suggested it will need to be moved outside of the clear vision area and outside of MDOT's right-of-way.

Commissioner Kostrzewa asked if the proposed patio would be screened by the fencing. Bean noted that the proposed fence is a decorative fence.

Commissioner Dailey questioned whether the fence would be a vision obstruction as well. Bean responded that the fence will be the short decorative fence, which will not be an obstruction.

Chairman Holtgreive noted that the decorative fence is one of the conditions for waiving the greenbelt requirements.

Commissioner Verleger asked if the patio would be for dining or if it would be for a bike rack. Bean noted that there has been some discussion for seating; however it is not shown on the site plan.

Bean referred to comments submitted by Andy Theisen, who expressed support of the project, but had some concerns with traffic.

Dave Lapham, D & D Real Estate Investments, and Tim Lapham, Lapham and Associates, addressed the Board to answer questions.

Mr. D. Lapham thanked staff for the assistance provided to him through the application/ review process. Mr. D. Lapham noted that the proposed fence is the same style that has been installed at various other locations along Mission and also responded to Commissioner Verleger's question that the patio would be used for outdoor dining.

Chairman Holtgreive asked about the sign. Mr. Lapham commented that they have inherited one of the largest signs in Mt. Pleasant and any sign they put up will be small in comparison. Mr. Lapham commented he would be willing to work with staff but also wants to be cognizant of the business's needs and that they will obviously want to incorporate a sign that will be visible. Mr. D. Lapham also noted that Popeye's typically uses a lot of stucco; however the developers have convinced corporate to use brick that will complement the Public Safety building behind the site.

Mr. Tim Lapham also noted that the sign will need to be high enough to be above the decorative fencing.

Chairman Holtgreive asked about the size of the sign area. Mr. T. Lapham noted that the sign face area itself was 30" high and 6' wide, not including the base and housing.

Chairman Holtgreive suggested that the Board could leave it up to staff to work with the applicant to come up with an acceptable location for the proposed sign.

Mrdeza noted that the Ordinance allows a ground mounted sign no wider than 4' located at 5' inside the property line. He further noted however, that the Mission Redevelopment Overlay zone allows the Planning Commission to modify some or all of the sign requirements if they feel the overall project advances the goals and objectives of the Mission Redevelopment Overlay Zone.

Commissioner Lents asked if the project could be approved except for the sign to allow the Board to take a look at some of the other signs in the community that have been approved under the Mission Redevelopment Overlay Zone to see how they are working.

Chairman Holtgreive stated that the sign is an integral part of the overall plan and again suggested that staff work with the applicant to identify an acceptable location for the signage. Mr. D. Lapham stated they would be more than willing to work with staff.

Commissioner Dailey asked about the height of the fence. Mr. Lapham stated it is the same fence that he had installed at the McLaren site, Qdoba, Biggby Coffee, etc. He further noted that increasing pedestrian presence has been shown to slow traffic. He also commented that his goal is to clean up that corner.

Commissioner Lents asked what was between the patio area and parking lot. Mr. T. Lapham stated there would be a small planter area with low shrubs to make a clear break between the parking and patio area.

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

Commissioner Lents commented that her concern with the sign is if it is a tall sign next to the sidewalk.

Commissioner Kostrzewa commented he is confident that staff can work with the applicant to come up with an acceptable plan.

Motion by Verleger, support by Hoenig to authorize the following waivers to the traditional standards of the Zoning Ordinance, pursuant to the provisions of the Mission Redevelopment Overlay Zone, Sections 154.068(C)(2), (3), (4), and (5):

- A reduction in the setback required for drive-through restaurants from the public right-of-way from 75 feet to 51 feet.
- The elimination the landscaped greenbelt along Mission Street. Decorative fencing would be installed in lieu of the traditional greenbelt, as well as the patio located at Mission and High.
- A reduction in the required number of parking spaces from 36 to 34 (revised through a friendly amendment to 32 if necessary for movement of the sign only).

- Allow the specific driveway spacing as shown in Figure 6 of the U.S.-127 B.R. and M-20 Access Management Plan in lieu of the driveway spacing requirements in Section 154.126 of the zoning ordinance.
- Installation of a monument style sign to be located outside of the clear vision area and outside of MDOT's right-of-way as approved by staff.

The waivers are granted on the basis that they advance the goals and objectives of the Master Plan, the findings of the Mission Street study, that the goals of the Access Management Plan have been advanced, and that signage is consistent with the objectives of the June 2008 Planning Commission Sign Report.

In addition, the Planning Commission approve Special Use Permit 14-06 from D&D Real Estate/Popeyes Louisiana Kitchen to allow the construction of a 3,420 square foot drive-through restaurant on the property located at 807 S. Mission Street under the Mission Redevelopment Overlay Zone. Approval is subject to the following conditions:

1. Approval is based on the Site Plan prepared by Lapham Associates last revised on 3/13/2014.
2. Approval is based on the elevation renderings and monument sign design submitted with the request.
3. The applicant shall seek an easement agreement from the City in order to create the curb cut onto the access drive to the Public Safety building.
4. A lighting plan demonstrating conformance to Section 96.13 shall be submitted.
5. Per Section 154.124, a loading space area will need to be shown on a revised site plan.
6. Revision of the sign to be a monument style sign that is located outside of the clear vision area and outside of MDOT's right-of-way as approved by staff.
7. The applicant shall comply with the requirements of the Division of Public Safety (DPS), the Division of Public Works (DPW), and the Michigan Department of Transportation

Commissioner Lents suggested she would be comfortable with reducing the number of parking spaces if necessary to allow for the movement of the sign. After discussion, the Board consensus was to allow a reduction in the number of parking spaces from 36 to 32 if necessary to allow for placement of the sign. A friendly amendment to the motion was made to indicate this.

Motion approved 7:1.

C. SUP-14-07 - 202 N. Arnold

Bean introduced case SUP-14-07, noting that the applicant is requesting a special use permit and site plan review to allow the demolition of approximately 350 square feet of building area and the addition of approximately 1,100 square feet of office and residential space. The project includes two dwelling units and one office. Bean reported that the property is zoned OS-1 with R-3 zoning to the north and west and C-3 zoning to the east and south.

Bean reported that the proposed residential use is a two family dwelling.

Bean shared the site plan submitted by the applicant, noting that floor plans have also been supplied. An aerial view of the site shows it is one block west of Mission Street and is located behind the Subway restaurant.

Bean noted that the proposed project is compliant with the Special Use requirements and noted that it also meets all site plan requirements for height, bulk, density and area. In addition, it was noted that the applicant proposes 11 parking spaces where only 10 are required by Ordinance.

Bean reviewed the site plan submitted by the applicant, noting that a 6 ft. vinyl privacy fence is proposed where the site abuts residential property. In addition, the applicant is proposing a free standing sign on the southwest corner which will need to meet the sign requirements of the Ordinance.

Bean noted that there are existing sidewalks along the site. The applicant is proposing a 5 foot wide sidewalk along the front and side of the building along with a 5 foot wide ramp to allow for barrier-free access.

Bean reported that the applicant shows six trash carts, with 6' vinyl screening on the east side of the building.

Bean noted that the site is not subject to Access Management Standards.

Commissioner Lents asked about the Future Land Use for the area and asked about the office portion of the building and if it would be on the lower or upper level. Bean responded that the office would be on the lower level.

Brian Partie, applicant, addressed the Board, offering to answer questions.

Commissioner Kostrzewa noted that the building is currently in pretty rough shape. Mr. Partie acknowledged that it did appear so; however noted that the building is well built and he will be addressing the exterior conditions. He further noted that the office will be located on the first floor, as will one of the dwelling units. The second dwelling unit will be located on the second floor. He noted that by arranging the building in this fashion, it provides the option of expanding the office use in the future if the need arises. Mr. Partie noted that he would be meeting all fire suppression requirements for the space and the office will all be ADA accessible.

Commissioner Kostrzewa asked about the parking surface. Mr. Partie noted it would be concrete.

Chairman Holtgreive opened the Public Hearing.

Carl Graef, 209 N. Arnold, addressed the Board, noting he had a couple of concerns with the project. He noted that the proposed sign appears to be on the corner facing his house and suggested he would like to see it moved. He also noted a concern with the access points, questioning where the entrances to the residential units and office would be, and whether the parking would all be in the parking lot, or if street parking might become an issue.

Kathleen Mumford, 619 E. Chippewa, addressed the Board, voicing her support of the project. Ms. Mumford commented that in the past year, five houses in the immediate area have become vacant and she welcomes having this property updated and occupied. She further noted that commerce and residents side by side works well.

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

Chairman Holtgreive asked Mr. Partie if he had any thoughts on moving the sign. Mr. Partie responded that he can be somewhat flexible with the placement, but would need to work around the trees.

In response to Mr. Graef's question on access points, Mr. Partie stated that the entrance to the office will be on Arnold Street; however, the entrances to the apartments will be from the parking lot. He further noted that there is very limited room for cars to park on that block of Arnold Street and does not anticipate this to be a problem.

Commissioner Kostrzewa asked what type of office Mr. Partie was envisioning. Mr. Partie stated he is looking at a professional office, noting the proximity of the office site to the Courthouse.

Motion by Lents, support by Cotter that the Planning Commission approve the request for SUP-14-07 from Brian J. Partie, Sr. for the property located at 202 N. Arnold Street to allow the redevelopment of a 2,500-sf building containing two dwelling units and one office use, with the following conditions:

1. The applicant shall comply with all site plan review requirements.

Motion approved.

D. SUP-14-08 - 1707 W. Pickard.

Bean reported that this case has been postponed pending ZBA action.

E. SUP-14-09 - 916 E. Broomfield.

Bean introduced case SUP-14-09, noting that this request is to allow the redevelopment of an existing 18 unit, 9,613 square foot multi-family rooming dwelling. The building is part of a 3.6 acre site and combines with existing rooming dwellings for a total building area of 38,544 square feet. Bean reported that the proposed new building is 144 square feet less than the existing building.

Bean reported that the property is zoned OS-1 with Commercial zoning to the north, south and west, and M-2 to the east. Bean provided some background to the request, reporting that the site was approved by the Zoning Board of Appeals for the redevelopment of a non-conforming use, noting the conditions attached to the approval:

1. The applicant shall update the two buildings along Broomfield consistent with elevations provided.
2. The applicant shall include language in the lease agreements to help protect the handicap parking spaces.
3. The applicant shall work with staff and ICTC to explore the possibility of establishing a new bus stop at this complex.

Bean shared an aerial view of the property, noting that there are three buildings on the site that will remain.

Bean reported that although residential units are an allowed use in the OS-1 District, rooming dwellings are not; however, the developments at the proposed site were previously allowed and are considered a legal non-conforming use. Bean reiterated that the ZBA ruled that the new use markedly decreases the degree of non-conformity and enhances the site. Bean reviewed the list of non-conformities that would be eliminated with the project.

Bean shared the proposed site plan and elevations, noting that the land area per occupant of 615 square feet is below the 900 square feet required by ordinance. In addition there are only 201 parking spaces proposed where the Ordinance requires 255 spaces; however, it was noted that the parking has been significantly improved from the original 168 spaces.

Bean noted that the proposed signage will need to meet the requirements for the area. It was further noted that there will be no changes to the existing sidewalk; however the applicant is proposing a five-foot wide concrete sidewalk along the front of each building leading to the unit's front entryway.

Bean reported that the applicant shows the location of a dumpster already on site, which is on a concrete pad and meets the Ordinance requirements for screening. It was further noted that the applicant will need to submit information for any new lighting on the site to assure all lighting meets City code requirements.

Bean provided the information from the Fire Department, along with a letter from Lieutenant Beltinck, noting that the Fire Department will allow an exception to the 150 foot access to 165 feet based on the updates the applicant is making to improve overall access to the site and

increase fire safety. It was also noted that the developer will install a new fire hydrant at the complex entrance off Broomfield as well.

Bean concluded his report, noting that the request for a Special Use Permit is being recommended for approval with conditions noted in the staff report.

Tim Bebee, Central Michigan Surveying and Development, addressed the Board on behalf of the applicant, United Apartments.

Mr. Bebee noted that this will be the final phase of a project that began in 2004. This is the last building to be redeveloped.

Chairman Holtgreive opened the Public Hearing. There being no one who wished to address the Board, the Public Hearing was closed.

Motion by Kostrzewa, support by Lents that with the support of approvals of variances at the February 26, 2014 ZBA meeting in case ZBA-20-2013, it is recommended that the Planning Commission approve the request for SUP-14-09 from Southpoint Village LLC for the property located at 916 E. Broomfield to allow the construction of a 9,103 square foot rooming dwelling along with redesigned building facades, with the following conditions:

1. The applicant shall comply with all site plan review requirements.
2. The applicant shall update the two buildings along Broomfield consistent with elevations provided.
3. The applicant shall include language in the lease agreements to help preserve the handicap parking spaces for their intended use.
4. The applicant shall work with staff and ICTC to explore the possibility of establishing a new bus stop at this complex.

Motion approved.

VI: Public Comments

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

VII: Site Plan Reviews

A. SPR-14-06 111 E. Broadway - Goodreau and Associates

Bean introduced SPR-14-06 noting that this request was for Site Plan Review to allow the addition of an 820 square foot addition to an existing building owned by Art Reach of Michigan to expand the gallery spaces and an outdoor patio area. Along with the addition, the applicant is proposing interior renovations to approximately 1,672 square feet in the northern half of 111 and

113 E. Broadway to include addition of storage, staff renovations and a receiving area. The remaining portions of the building will remain unchanged.

Bean reported that the property is zoned C-2 Central Business and is surrounded by C-2 zoning. The use is an allowed use for the district.

Bean shared the proposed site plan, noting that the plan satisfies the C-2 requirements under section 154.095 of the Zoning Ordinance. In addition, it was reported that the applicant proposes no new landscaping, no new trash facilities and the site is not subject to Access Management Standards. The parking will remain unchanged, as there is ample municipal parking for the site. Bean also noted that there are no new signs proposed and no alterations to the existing sidewalks. It was noted that the applicant should submit the location of all freestanding, building mounted and canopy outdoor light fixtures on the site plan and submit specifications for the types of light fixtures, including shielding, to assure that the lighting meets city code.

Bean concluded his report noting the conditions recommended for approval.

Kyle McDonald, Goodreau and Associates, addressed the Board, noting there are a couple of additional sculpture elements planned to help hide the utilities.

Commissioner Kostrzewa commented that he likes the project, noting that he feels the lighting is unique and a critical element.

Motion by Lents, support by Kostrzewa to approve the request for SPR-14-06 from Goudreau & Associates, Inc. for Art Reach of Mid Michigan, for the property located at 111 and 113 E. Broadway to allow the construction of an 820 square foot gallery building and associated "Artist's Courtyard", as well as proposed interior improvements, based on the site plan drawings provided by Goudreau & Associates, Inc, 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).

Motion approved.

B. SPR-14-07 3711 S. Isabella - JBS Contracting.

Bean introduced Case SPR-14-07 noting that the request is for site plan review for the addition of a 5,250 square foot building with a mix of uses. The expansion to the existing industrial building will be for the purpose of light automotive-related activities including spraying paint on bed liners and light manufacturing related services. Approximately 800 square feet will be classified as "M-Mercantile" building use for office and sales functions. The remaining 4,450 square feet will be "S-2- Low Hazard Storage" and "S-1 Moderate Hazard Storage" where spray painting activities occur in the repair garage portions of the building.

Bean reported that the site is zoned I-1 Industrial, with I-1 zoning to the north, east and south and OS-1 (county offices) to the west.

Bean shared an aerial view of the site, noting the building area will approximately triple in size from the existing.

Bean reviewed the site plan requirements, noting that the proposed building meets the requirements for height, bulk, density and area; no new signage has been proposed at this time, and no new trash dumpsters are shown on the site plan. Bean further noted that the applicant is proposing the addition of 10 parking spaces, including one barrier-free space, which exceeds the requirements of the Ordinance.

Bean reported that greenbelt landscaping was not previously required for this site; however the site plan submitted by the applicant includes existing trees and shrubs. The applicant is also proposing installation of a new 5' concrete sidewalk along the 225' frontage of Isabella Road.

Bean referred to the performance standards for the I-1 Industrial districts noting the proposed site plan will be subject to review under the mixed use provisions of the building code, under M, S-2, and S-1 for the "repair garage portion of the addition based on the application of spray bed liners. The site will also be subject to a separate review of the construction plans for compliance with specific regulations related to the use.

Bean stated that the site is subject to requirements for access road design with regard to turnaround and loading under the 2006 Edition of the International Fire Code, noting that the applicant will be required to resolve any outstanding issues with DPS prior to submitting a building permit.

Josh Melnek, developer, addressed the Board offering to answer any questions.

Commissioner Lents commented that she appreciates that the applicant is not asking for a sidewalk waiver for the site, but is planning on installing sidewalks.

Motion by Lents, support by Kostrzewa, that the Planning Commission approve the request for SPR 14-07 for the property located at 3711 South Isabella, based on the site plan dated March 12, 2014 and prepared by CMS & D Surveying / Engineering, 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 and/or their contractor will be subject to a separate review of the construction plans for compliance with the specific building code regulations related to proposed M-, S-1, and S-2 building uses at the time of filing for a building permit.

Motion approved.

C. SPR-14-08 202 N. Arnold - Brian Partie.

Bean reported that he had nothing to add that he had not covered in the report for the Special Use Permit for this site.

Brian Partie, applicant approached the dais to answer questions.

Commissioner Kostrzewa asked if the applicant would consider a wall sign. Mr. Partie stated he felt that the wall sign would detract more from the residential feel and also stated that the sign is not shown in the proper location on the site plan. He noted that it will actually be farther to the east so that it is more visible from Mosher Street rather than from Arnold Street.

Commissioner Dailey asked if it could be moved so that it was in line with the house. Mr. Partie responded that he would have to look at the site and work around the trees but that he is willing to be flexible. He also indicated that there would be shrubbery and landscaping.

Mrdeza reminded the Board that the Ordinance allows the signage to be placed anywhere on the site.

Motion by Kostrzewa, support by Verleger that the Planning Commission approve the request for SPR-14-08 from Brian J. Partie, Sr. for the property located at 202 N. Arnold Street, based on the site plan and elevation drawings provided by Lorenz Surveying & Engineering, Inc., to allow the redevelopment of a 2,500-sf mixed use building, with the following conditions:

1. Prior to seeking a building permit, the applicant shall submit floor plans for the residential units for review and approval by the Building Official.
2. The applicant shall submit dimensions for the proposed freestanding sign on the southwest corner or thereabouts, of the proposed site prior to seeking a building permit.
3. Prior to seeking a building permit, the applicant shall ensure that a sprinkler system has been installed in accordance with the requirements of the NFPA and the MBC, and that the FDC on the system is located within 150 feet of a fire hydrant in accordance with section 93.02 of the City Code.
4. The applicant shall comply with the requirements of the Division of Public Safety (DPS) and the Division of Public Works (DPW).

Motion approved.

D. SPR-14-09 1707 W Pickard - Garrett Seybert. Chairman Holtgreive noted that this case is postponed pending ZBA action.

E. SPR-14-10 510 W. Pickard - McGuirk Mini-Storage.

Bean introduced Case SPR-14-10, explaining that this request is for the addition of a new 8,000 square foot storage building on a site that has one office building and numerous storage buildings. The site is zoned I-1, with I-1 zoning to the east, south and west and Union Township to the west.

The site shares a gravel driveway access with the adjacent property located at 600 W. Pickard. The site includes 67 off street parking spaces with areas designated for parking paved with asphalt.

Bean reported that the proposed structure is a storage unit and will not have any employees. The site borders the west bank of the Chippewa River with the railroad to the west.

Bean shared an aerial view of the site, showing the existing storage buildings, along with a proposed site plan and photos of the proposed structure.

Bean reported that the applicant plans on maintaining the existing 10' greenbelt. There are no new signs proposed at this time and no external dumpsters. The sidewalk is existing and no changes are being proposed.

Bean concluded his reported noting the conditions recommended for approval.

Tim Bebee, Central Michigan Surveying and Development, addressed the Board on behalf of McGuirk Mini-storage. Mr. Bebee noted that the proposed mini-storage building is identical to the one that was constructed approximately two years ago. The current storage facility is full and they would therefore like to construct a new building.

Motion by Cotter, support by Lents to approve the request for SPR-14-10 for the property located at 510 West Pickard, based on the site plan dated March 17, 2014 and prepared by CMS & D Surveying / Engineering, 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), including the Fire Department (MPFD).
2. The applicant shall provide paved surfacing for the area surrounding the proposed new storage building within one year of the issuance of a building permit, per Section 154.121(K) of the zoning ordinance.
3. The applicant shall work with the DPW to determine safety and SESC requirements for the proposed access drive.

Motion approved.

F. SPR-14-11 - 916 E. Broomfield. - United Apartments.

Bean noted that he had nothing additional to report regarding this request.

Tim Bebee, Central Michigan Surveying and Development, addressed the Board on behalf of United Apartments, offering to answer questions. Mr. Bebee expressed his gratitude to staff for the time they put in working with the applicant on this request.

Motion by Verleger, support by Cotter that with the support of approvals of variances at the February 26, 2014 ZBA meeting in case ZBA-20-2013, it is recommended that the Planning Commission approve the request for SPR-14-11 from Southpoint Village LLC for the property located at 916 E. Broomfield, based on the site plan and elevation drawings provided by CMS&D surveying and engineering, to allow the construction of a 9,103 square foot rooming dwelling along with redesigned building facades, with the following conditions:

1. Submit dimensions for the proposed wall-mounted sign on the north-facing façade of the proposed building.
2. Submit specifications and photometrics for the lighting fixtures to demonstrate compliance with the requirements of Section 96.13 of the City Code.
3. The applicant shall comply with the requirements of the Division of Public Safety (DPS) and the Division of Public Works (DPW).

Motion approved.

G. SPR-14-12 - 1301 N. Kinney - Denali Construction. Bean reported that this case is postponed until the next meeting as the applicant works through some site plan issues.

VIII. Unfinished Business:

A. 2014 Goals.

Bean shared a review of the discussion held at the last meeting, summarizing the Goals the Board identified:

1. Complete and adopt the Master Plan
2. Conduct Residential Redevelopment Study (M-2 Procedures)
3. As time permits: Complete the Mission Redevelopment Overlay zone north of High Street.

Motion by Lents, support by Kostrzewa to adopt the 2014 Goals as presented.

Motion approved.

IX. New Business:

A. M-2 Study.

Bean reviewed the possible next steps for conducting the neighborhood study as follows:

1. Hold work session in May
 - a. Review Background

- b. Determine types of rentals
 - c. Timeframe
 - d. Method for conducting study
2. Determine sufficiency of existing city mapping information
3. Print and distribute maps of study area
4. Hold 2nd work session in June and/or meet in the field for visual analysis
5. Determine the extent of area within the city to be affected by the codified residential redevelopment procedures
6. Make recommendation to City Commission

Commissioner Lents commented that she would like to convey to the appointments committee the importance of getting someone appointed to fill the Board vacancy as soon as possible.

Commissioner Lents suggested scheduling the work sessions separate from the regular meetings. Murphy will send out polls to get availabilities.

Lents requested that information be forwarded to them prior to the work session on what other university communities are doing to address similar situations.

Chairman Holtgreive suggested sending out Mr. Piggott's recommendations again - especially to help get background information to the new Board members.

Chairman Holtgreive noted that no action is needed to formally accept the next steps and reiterated that we would be scheduling two work sessions - one in May and one in June.

X. Staff Report:

A. May Planning Commission Meeting:

Bean reported that we would have the two postponed cases on the May agenda and in addition, we have received one additional request for Site Plan Review.

XI. Adjournment:

Motion by Kostrzewa, support by Dailey to adjourn.

Motion approved.

Meeting adjourned 9:40 p.m.

bam