

**Mt. Pleasant Planning Commission
Minutes of Regular Meeting
December 3, 2015**

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

Present: Cotter, Dailey (arrived late), Driessnack, Friedrich, Hoenig, Horgan, Irwin, Kostrzewa, Ranzenberger

Staff: Kain, Murphy

II. Approval of Agenda:

Kain noted that following packet distribution a change was made under New Business, Item X.A. and Kris Crawford, Code Enforcement Officer, would be presenting in lieu of Lt. Dunham.

Motion by Kostrzewa, support by Ranzenberger, to approve the agenda with the noted change.

Motion approved unanimously.

III. Approval of Minutes

A. November 5, 2015 Regular Meeting:

Motion by Hoenig, support by Kostrzewa, to approve the minutes from the November 5, 2015 regular meeting as submitted.

Motion approved unanimously.

B. November 5, 2015 Work Session:

Motion by Ranzenberger, support by Irwin to approve the minutes from the November 5, 2015 Work Session as submitted.

Motion approved unanimously.

IV. Zoning Board of Appeals Report for November:

Commissioner Friedrich reported that the ZBA did not meet in November.

V. Communications: Kain noted that no communications were received.

VI. Public Hearings:

A. SUP-15-17 - 111 E. Michigan.

Chairman Cotter recused himself as owner of the property. Vice-Chair Hoenig proceeded to chair the meeting.

Kain introduced SUP-15-17, noting that this was a request to allow a Class I restaurant at 111 E. Michigan (Dog Central). Kain noted that the property is located on the corner of University and Michigan and is zoned C-2 and has a future land use of Central Business District, as do the surrounding properties.

Kain shared photos of the site and reported that the owner wishes to add a redevelopment liquor license to his business. Kain explained the differences between a restaurant, a Class I restaurant, and a bar or nightclub per the zoning ordinance definitions. Kain reported that the first step for the applicant is to secure a Special Use Permit for a Class I Restaurant, noting that the special use permit standards are related to operations rather than site design as is more typically the case of a special use under the zoning ordinance. Following approval of the SUP, the applicant will also need to receive approval from the City Commission and Michigan Liquor Control Commission in order to receive the redevelopment liquor license.

Kain concluded his report, recommending approval 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.

Commissioner Kostrzewa asked about the cost of the liquor license and who gets that money.

Kain noted that the Redevelopment Liquor Licenses do have a cost associated with them and commented that he would defer the specifics to the applicant. In addition, he noted that these liquor licenses require a certain amount of investment in the property.

Paul McFall, applicant, addressed the Board, noting that there is a \$20,000 cost for the licenses, with the check made out to the State of Michigan.

Commissioner Kostrzewa commented on the large amount of money the applicant has invested in the business. Mr. McFall noted that they had gutted the entire area, and acknowledged that the costs were significant.

Mr. McFall provided an overview of their request, stating that their current plan is to cut off all alcohol sales at 1:00 a.m. as their business is mainly food, and that would continue to be their main focus. He further indicated that the time for cutting off alcohol could change in the future if they feel that is warranted, at which time they would increase the time till 2:00 a.m.

Vice Chair Hoenig opened the public hearing. There being no one who wished to speak, the public hearing was closed.

Board Discussion:

Motion by Ranzenberger, support by Friedrich that the Planning Commission approve SUP-15-17 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.

Motion approved unanimously.

Chairman Cotter returned to the dais and continued to chair the meeting.

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. None

IX. Unfinished Business:

A. None

X. New Business:

A. Presentation from Kris Crawford, Code Enforcement Officer.

Kain introduced Kris Crawford, Code Enforcement Officer, who has been with the City since September of this year.

Kris Crawford addressed the Board, commenting that he feels this position is a good fit for him and he enjoys working with the community. Mr. Crawford stated that his area includes the student residential neighborhoods north of campus and gave the parameters of the area.

Mr. Crawford commented that the biggest issues he sees is solid waste, litter and parking.

Mr. Crawford spoke of the recently adopted ordinance regarding nuisance parties and stated that since its inception they have written 27 nuisance party tickets and to date, there have been no repeat offenders. He also commented that landlords are making their lease agreements stronger

and this too is helping. Lieutenant Dunham has also made contact with several of the property owners and they have worked together on some of the issues. No tickets have yet been issued to the landlords.

Mr. Crawford also spoke of the expansion of the large item pickup program. Residents will now be able to buy tags for their large items and have those picked up on their regular trash pickup day. Mr. Crawford indicated that information on this program is on the City's website.

Mr. Crawford spoke of the Residential Only Parking program and how it has been helpful.

Commissioner Horgan asked if Mr. Crawford is seeing things that students have a need for. Mr. Crawford commented that he gets a lot of parking questions from students who wish to park close to campus and unfortunately, there are no good answers. He noted that there are parking spaces available but students don't wish to walk any distance.

Commissioner Ranzenberger asked if the 27 nuisance tickets were for different locations. Mr. Crawford stated they were individual citations.

Commissioner Dailey asked what constitutes a nuisance. Mr. Crawford explained that there are a lot of variables; noise, litter, open intoxicants, etc.

Kain asked Mr. Crawford to explain the best way to reach Code Enforcement. Mr. Crawford said to call 779-5100 and ask for Code Enforcement. The call will then be forwarded to Lieutenant Dunham who will disperse the complaint to the appropriate officer for the area. He noted that his hours are 10:30 a.m. - 7:00 p.m. Tuesday through Saturday. The other two officers work Monday through Friday; one from 7:00 a.m. - 3:30 p.m. and one from 8:00 a.m. - 4:30 p.m.

Mr. Crawford also noted that Code Enforcement is different than law enforcement and some of the complaints should go directly to Central Dispatch.

B. 2016 Department of Public Works Project List:

Kain referred to the information included in Board packets on the Complete Streets Update. Kain explained that due to the City's recently adopted Complete Streets Ordinance and the fact that the Planning Commission reviewed the Capital Improvement Plan prior to the passage of the Complete Streets Ordinance, a review of the 2016 project list was recommended to ensure compliance with the ordinance.

Commissioner Horgan asked about the roundabout planned for Bellows and Washington, questioning whether the city was planning to purchase additional land. Kain explained that this is in the preliminary design stage. The intention is to design without requiring additional Right-of-Way and noted that this is a joint effort between the City and CMU. Kain also indicated that the City is working with some design professionals who have a lot of experience with roundabouts.

Kain explained the difference between a roundabout and a mini-circle.

Commissioner Ranzenberger commented that he likes the list of projects with one exception and that is that the Southmoor Street reconstruction doesn't include sidewalks, and questioned why that wasn't included to comply with the Complete Streets Ordinance.

Kain explained that the City Commission has established a policy that where sidewalks are installed, they would be installed under a 60/40 split with the property owners paying a portion. The policy provides for a three year notification to property owners prior to installation. Kain also noted the Complete Streets Ordinance was not in effect when the design for this project began; therefore, there is no money budgeted for a sidewalk along Southmoor. In addition, he noted that the way the roadway is positioned, there may not be sufficient room to install a sidewalk on the north side of the street. Kain noted that the Commission is free to make that recommendation.

Commissioner Irwin questioned the wisdom of recommending a sidewalk without any idea of the cost.

Chairman Cotter asked if that would stall the project. Kain noted that the project is funded by the city and not grant funds, so that would not be an issue. He further noted that the City Commission could hear the recommendation and not take it, they could require Engineering to find a way to include a sidewalk with the funds already allocated, or they could choose to allocate more funds to the project.

Commissioner Driessnack commented that it could be recommended that they at least look at the feasibility of adding a sidewalk.

Kain noted that future projects will be easier and the Engineering staff will design projects to meet the Ordinance and the Planning Commission will be looking at the lists much sooner.

Commissioner Friedrich questioned the roundabout as there is a lot of pedestrian traffic on campus, noting that he feels this design is more traffic friendly than pedestrian friendly. Kain noted that the roundabout is being designed specifically to be as pedestrian friendly as possible, noting that it should function better than a four way stop.

Motion by Ranzenberger, support by Dailey to recommend that the City Commission endorse the DPW project list and recommend that the City Commission add a sidewalk on at least one side of Southmoor Street to comply with the City's Complete Streets Ordinance.

Motion approved unanimously.

C. M-2 Redevelopment Procedures

Kain reported that following the City Commission's adoption of the text changes to the M-2 zoning district, they requested that the PC and ZBA adopt a policy on the provision of two bonus occupants versus one.

Kain noted that although the procedures currently includes this policy, there is also information that is inconsistent or made redundant by the recent text changes. Kain noted that the redundancies have been taken out, the introduction has been updated and the document has more clarification on the bonus occupants.

Kain noted that if the Planning Commission is satisfied with the document they should move to approve it. He further commented that the ZBA will not be meeting until January and they too will need to endorse the document. Once both boards have endorsed it, it will be passed on to the City Commission.

Motion by Kostrzewa, support by Ranzenberger, to adopt the updated procedures document.

Motion approved unanimously.

D. Michigan Citizen Planner training - Commissioner Hoenig

Vice-Chair Hoenig provided information from a Citizen Planner's Program that she attended in the fall, hosted by Michigan State University. She reported that topics included:

- Legal aspects of planning and zoning
- Roles and responsibilities of Planning Commission
- Roles and responsibilities of Zoning Board of Appeals
- Master Plan
- Plan implementation and development
- Plan techniques
- Zoning techniques
- Current trends.

Vice-Chair Hoenig provided an overview of each of these topics.

Kain reminded the PC that training funds are available if Commissioners find something they are interested in.

Kain expanded on the various types of zoning ordinances and approaches to zoning.

XI. Other:

A. Administrative Review Report:

Kain reported that since the November meeting, he has administratively reviewed three cases. Kain reviewed the specifics of two of the cases that were reviewed prior to packets being distributed. The third case will appear in the January packets.

Case SPR-15-22, for 1221 N. Washington was approved to permit the construction of a 228 square foot equipment building, diesel generator, and antenna to the existing equipment

compound for AT&T mobility. The antenna relocation will facilitate repainting of the City's water tower on which the AT&T equipment is currently located.

Case SPR-15-23, for 111 E. Pickard, was approved to permit construction of a 12 by 25 foot concrete parking area adjacent to the existing parking lot.

B. January Planning Commission Meeting:

Kain reported that there have been several pre-application meetings for potential projects; however, he noted he is unsure if any of these projects will be moving forward in time for the January meeting.

Kain noted that in February we would be electing officers and selecting our cross-over member to the ZBA.

Kain thanked the Commission for giving their time to serve and wished everyone a safe and happy Holiday.

XII. Adjournment:

Motion by Kostrzewa, support by Friedrich, to adjourn.

Motion approved unanimously.

Meeting adjourned at 8:19 p.m.

bam