

**Mt. Pleasant Planning Commission
Minutes of Regular Meeting
May 2, 2019**

I. Chair Hoenig called the meeting to order at 7:00 p.m.

Present: Friedrich, Hoenig, Horgan, Irwin, Kostrzewa, Liesch, Ortman, Rise.
Absent: Dailey

Staff: Kain, Murphy

II. Approval of Agenda:

Motion by Friedrich, support by Liesch, to approve the agenda.

Motion approved unanimously.

III. Approval of Minutes

A. April 4, 2019 Regular Meeting

Motion by Friedrich, support by Ortman, to approve the minutes from the April 4, 2019 regular meeting as submitted.

Motion approved unanimously.

IV. Zoning Board of Appeals Report for April:

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

V. Communications:

Kain reported there were no communications.

VI. Public Hearings:

A. SUP-19-06 & SPR-19-09

Kain introduced SUP-19-06 and SPR-19-09 submitted by Olivieri Builders on behalf of United Apartments to demolish the current rooming dwelling and to construct a two unit rooming dwelling for a total of 7 occupants.

Kain reviewed the property's zoning and other characteristics as well as the current use, zoning, and future land use of adjacent properties.

Kain shared the proposed site plan and floor plans, along with photos showing existing conditions on the property.

Kain reported that the site shares a rear driveway with the neighboring property, which is currently gravel. The applicant is proposing to pave the access drive and staff is recommending that the access drive be paved up to the northern property line.

Kain reviewed the SUP general criteria for rooming dwellings, noting that the project meets these requirements. Kain also reviewed the site plan requirements, noting that the plan meets all requirements with the exception of the streetscape along May Street, which is included in the recommended conditions for approval. Kain indicated that an updated site plan would need to be provided showing these conditions have been met before final approval can be granted.

Vice-Chair Horgan asked about the shared access and if it services areas further down and if so, would it interfere with those properties. Kain noted that there is currently cross access but not all the way to High Street and if anything, the proposed plan should enhance the access and be a significant improvement.

Commissioner Rise asked if there was an easement granted by the City. Kain noted that the access easement would be between property owners.

Joe Olivieri, applicant, addressed the Board, offering to answer questions.

Commissioner Kostrzewa asked about the mature tree on the western end of the property and if it would be retained. Following discussion on parking area and storm water issues, Mr. Olivieri indicated that the applicant would preserve the tree if possible.

Vice-Chair Horgan commented that the proposal is for 7 occupants; however, the building has room for 8 and asked how they planned to keep the occupancy at 7. Mr. Olivieri commented that there are big fines included in their lease agreement if they violate the occupancy number.

Commissioner Rise asked if they would be negotiating the easement with the neighboring properties. Mr. Olivieri indicated they already had done so.

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

Motion by Friedrich, support by Liesch, to approve Special Use Permit 19-06 and Site Plan Review 19-09 to construct a two-unit rooming dwelling for 7 occupants at 808 S. Washington with the following conditions:

1. Street trees are provided in compliance with the streetscape requirements of the zoning ordinance and consistent with DPW street tree guidelines.
2. The proposed paved vehicle access is extended to the northern property line.
3. The applicant shall comply with the requirements of the Divisions of Public Works (DPW) and Public Safety (DPS).

Motion approved unanimously.

VII. Public Comments

Chair Hoenig opened the floor for public comments. There being no one who wished to speak, the public comments portion of the meeting was closed.

VIII. Site Plan Reviews:

None

IX. Unfinished Business:

None

X. New Business:

A. 2020 – 2025 Capital Improvement Plan

Chris Saladine, Assistant Finance Director, gave a presentation on the Capital Improvement Plan for 2020-2025. Stacie Tewari, City Engineer, was also in attendance to answer questions.

Mr. Saladine explained that the Capital Improvement Plan is designed to maintain and improve the city's infrastructure and reviewed the recent changes which include the plan timeline, the dollar threshold, a building section and downtown project funding. He explained the CIP projects are projects with a cost of over \$20,000; projects that span several years and tend to be non-recurring.

Mr. Saladine noted that he would focus on the 2020 Goals and provide a summary of 2021-2025 goals. Mr. Saladine reviewed the 2020 projects for Parks, Fire, Building, Downtown, Economic Development, Major Street, Local Streets, Public Works, Airport, Sewer, and Water. He briefly touched on the projects for future years.

Mr. Saladine noted that the next step in the process would be a public hearing and work session on May 28th and noted that the plan is required to be adopted by June 11th.

Mr. Saladine asked that if there are any additional comments regarding the proposed CIP that the Planning Commission let Mr. Kain know by the 28th.

Mr. Saladine and Ms. Tewari fielded questions from the Planning Commission regarding the total number of self-contained breathing apparatus for the Fire Department, neighborhood lighting, location of proposed new and replacement sidewalks, the DPS kitchen remodel, and the location of street reconstructions and overlays.

Motion by Horgan, support by Ortman, to recommend the City Commission approve the 2020-2025 Capital Improvement Plan as presented.

Motion approved unanimously.

B. Improvements or Reconstruction of existing parking areas

Kain provided background on the process for considering housekeeping amendments to the zoning ordinance that was discussed in the December 6, 2018 work session. At that time there was consensus that the Chair and Vice-Chair would meet with staff and identify amendments to bring to the Planning Commission for consideration. One item that was brought forward from property owners was the redevelopment of parking areas that are non-conforming in some manner.

Kain reviewed definitions from our ordinance, such as development; ordinary maintenance and repair.

Kain reminded the Board that there was a lot of discussion regarding non-conformity during the zoning ordinance process and modifications were made to allow ordinary maintenance work that could be done without affecting the lawful non-conforming status of a non-conforming Use, structure or improvement. This would include ordinary maintenance, work to restore a structure to a safe condition, interior repairs, repaving driveways and parking lots and replacing windows, siding and painting of exterior structures.

Kain reviewed reasons why a parking lot may not be eligible for reconstruction such as insufficient street screens, dimensions, non-compliant access, lot coverage, open space non-compliance, parking location, parking associated with a non-conforming use, or itself a non-conforming use.

Kain noted that currently non-conforming improvements require a site to be brought into full compliance upon reconstruction and asked for guidance from the Board on whether they wish to modify the current policy for parking areas. If consensus is to make modifications, staff is looking for guidance on desired parameters.

Kain noted that if there is a consensus for a modification he will put together a draft text change amendment for feedback at the June meeting and at that time we would set a public hearing.

Vice-Chair Horgan commented that she feels it should definitely be looked at.

Commissioner Ortman asked how many parking lot reconstructions were on hold because of the current non-conformity rules. Kain responded that he doesn't have a number but he is personally aware of three commercial properties that are talking about full reconstruction. Currently anyone can repave the top layer and many parking lots would fall into that category.

Kain commented that if the Commission wishes to do an amendment he would suggest to not over-complicate it and would suggest that an amendment exclude non-conforming uses.

Commissioner Irwin commented that people are just going to patch their parking lots and not reconstruct if they have to bring everything into compliance.

Commissioner Rise commented that if a property owner wants to improve their property she would hate to stand in their way.

Kain stated that he would work with the City Attorney on some language to bring back in June for Commission review.

Commissioner Kostrzewa asked staff to provide an example of a parking lot that would fall under this category. Staff asked Commissioner Kostrzewa to connect with him following the meeting and he would provide some examples.

XI. Other:

A. Staff Report:

1. Administrative Review report.

Kain noted that there was one site plan approved administratively since the last meeting for 1790 Gover Parkway to install a 20' x 60' walk-in freezer adjacent to the existing building.

2. June Meeting

Kain reported that we are expecting a site plan application for 410 W. Broadway. In addition, he will have a draft text change for non-conforming parking areas.

Kain provided an update on recreational marihuana, noting that the State may be accepting licenses as soon as September. Kain noted that rather than having to "Opt In" as we did with Medical Marihuana, with recreational marihuana, the law requires the city to "Opt Out" which may tighten the timeline of the City to adopt appropriate regulations. Staff is currently working with the City Attorney on the issue.

XII. Adjournment

Motion by Friedrich, support by Liesch, to adjourn.

Motion approved unanimously.

Meeting adjourned at 7:58 p.m.

bam