

**Mt. Pleasant Planning Commission
Minutes of Regular Meeting
March 29, 2012**

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

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

Absent: Hoenig, Holtgreive, Lux.

Staff: Gray, Mrdeza, Murphy.

Chairman Orlik explained that at the beginning of the year, the Planning Commission reviews the meeting schedule and determines if there are any dates that may need to be adjusted. At that time, it was decided that the April meeting date should be moved to March 29, 2012.

II. Approval of Agenda:

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

Motion approved

III. Minutes:

A. March 1, 2012 Regular Meeting

Motion by Kostrzewa, support by Quast, to approve minutes as submitted.

Motion approved.

B. March 12, 2012 Joint meeting

Motion by Quast, support by Brockman, to approve minutes as submitted.

Motion approved.

IV. Zoning Board of Appeals Report:

Commissioner Quast reported that the Zoning Board of Appeals held a lengthy meeting, with eight cases on the agenda and gave a rundown as follows:

- 1). 221 Clayton involved a request for an increase in occupancy from 5 to 6 for a redevelopment of a rooming dwelling on a non-conforming lot. The ZBA granted approval based on the reduction in the number of non-conformities.

2) 1003 Douglas - also a request for an increase in density, for the redevelopment of a rooming dwelling where the applicant was asking for 11 where the land area would only allow 9. The proposed two-unit dwelling was vinyl siding, with no brick or durable materials. The ZBA postponed action to see if the applicant would offer additional upgrades in the building design in exchange for the increase in occupancy.

3) 110 E. Cherry/ 701 S. Main- a request to allow a parking area to be put on the Cherry Street site for tenants at 701 S. Main Street. The request was postponed to allow the applicant to provide a better plan.

4) 714 S. Main - a request to appeal a decision by the Building Official that the site was over-occupied. The ZBA denied the appeal, upholding the Building Official's decision.

5) 816 Douglas - was a request to approve a side-yard setback to allow roofs to be placed over existing porches. ZBA approved the request.

6) 1222 North Drive - a request for a setback variance, and a variance from the allowed height and number of stories on a building to allow an addition to be placed on the Medical Care Facility. The ZBA approved the request.

7) 116 N. Mission - a request for a front setback to allow improvements to the building along with a new entryway. The ZBA approved the request as the project has a similar footprint to the existing structure and includes many improvements to the site.

8) 1204 E. Pickard - a request for a variance to allow a ground sign to exceed the allowed 4' height for Belle Tire. Following a lengthy discussion, the ZBA approved the variance with a reduction of the overall sign height to be reduced from the 7 1/2 feet requested to 6 1/2 feet. They also required the sign base be masonry rather than the proposed aluminum.

Commissioner Quast also reported that the ZBA postponed taking action on approving the documentation on Redevelopment of Housing in the M-2 Zoning District. They wish to hold a work session to review the document as a Board; however, did have positive comments.

V. Public Hearings:

Chairman Orlik explained board proceedings and asked staff to introduce the first case.

- A. SUP-12-03 and SPR-12-02.** Staff introduced the two cases together explaining that the request was submitted by Joe Olivieri on behalf of the owner. Staff reported the site is located on the corner of Clayton and Douglas and is zoned M-2 Multiple Family, as are the surrounding properties. Staff shared the proposed site plan, showing six parking spaces for the six tenants. In addition, staff shared photos of the proposed elevations. Staff reported that the parking, which is currently gravel, will be constructed to meet the requirements of the Zoning Ordinance. The proposed rooming dwelling will meet building setbacks and the 12' separation between neighboring buildings. Staff commented that with the waiver to increase density and the approval to redevelop on a

non-conforming lot granted by the Zoning Board of Appeals, the site will meet the requirements of the Ordinance for building height and setback requirements. Staff commented that there is no landscaping shown on the plan, and suggested the Board may wish to discuss this with the applicant to determine what may be warranted. Staff reported that the Department of Public Safety has requested no stones/rocks be used as landscaping material; however wood and mulch is fine. Staff reported that the Zoning Board of Appeals stipulated that the applicant should put in similar fencing as used on some of the previous approvals, to help screen the parking area.

Staff reported that the applicant is proposing the use of trash carts for waste disposal and has proposed screening for the carts.

Staff indicated that there had been discussion at the ZBA regarding the side elevations facing Clayton Street and showed various renderings. The site has frontage on two streets, Douglas and Clayton. The ZBA has requested that the applicant work with staff regarding façade details.

Staff stated that the applicant did not provide copies of the lease agreements in regards to stricter code enforcement. The ZBA based their approval on the applicant placing stricter language in the lease agreements, and suggested the Commission may wish to consider adding this to their recommendation.

Commissioner Kostrzewa asked for clarification on the side street renderings. Commissioner Quast commented that the ZBA had also briefly discussed a wraparound porch.

Joe Olivieri, representative for the case, responded that at the Zoning Board of Appeals he had asked for some architectural freedom to work with the Building Official on the Clayton Street façade, which they granted. Mr. Olivieri stated he hoped the Planning Commission would also agree to that.

Commissioner Brockman asked if the owner was agreeable to stricter lease agreements. Mr. Olivieri stated he was.

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

Board Discussion: Commissioner Kostrzewa stated he thinks the proposal is an improvement.

Motion by Smith, support by Brockman, to approve the request for SUP-12-03 from Joe Olivieri on behalf of Washington Village, LLC to allow construction of a Rooming Dwelling with a maximum occupancy of 6 at the property located at 221 Clayton with the following conditions:

1. The applicant shall comply with the Department of Building Safety and the Fire Department requirements to obtain and retain a Rental license.
2. The applicant shall comply with all site plan review requirements.

Motion approved unanimously.

B. SUP-12-04 1003 Douglas.

Staff reported that this case was before the Zoning Board of Appeals and was postponed and therefore recommends postponing pending the final decision by the ZBA.

Motion by Kostrzewa, support by Quast, to postpone Case SUP-12-04, submitted by Joe Olivieri, on behalf of Rentwood Management until the Zoning Board of Appeals makes their determination

Motion approved unanimously.

C. ZC-12-01 714- S. Main.

Staff introduced case ZC-12-01, noting that this request, submitted by Jeffrey Jakeway/AMES LLC, is a request to conditionally rezone 714 S. Main from R-3 single-family residential to M-2 Multi Family. Staff reported that the site is located on the NW corner of Main and High. The lot is a through lot, with frontage on three streets. Staff stated the site is currently zoned R-3 and is a licensed rental for no more than two unrelated persons. Property to the south is zoned M-2. The future land designation is urban residential, supporting single-family residences.

Staff reported that the house faces Main Street and there is a garage on the property that does not conform to property line setbacks for the M-2 District. If the re-zoning is approved, the garage would be demolished as shown on the plans. Staff reminded the Commission that re-zoning agreements allows the Planning Commission to tie the Zoning to the conditions offered by the applicant; however the conditions must be offered by the applicant and are not stipulated by the Commission. Staff reported that the conditions offered by the applicant are summarized as follows:

- Establishing the maximum occupancy of the home at 5 people, with no changes to the exterior facade.
- Offering that the properties will be managed by a "Real Estate Professional" with services provided by the owner or agent. If services are by the owner, then that individual shall reside within the City. If by an agent, then the business office shall be in the City.
- Lease provisions shall limit the visitors to no more than 10 at one time with no violation of City noise ordinances; there shall be no exterior drinking or table games; there will be no pets on the premises; lessees will agree in writing to be responsible members of the neighborhood/community.
- The developer agrees to abide by zoning and housing code requirements.
- Offer that if any one property is cited for more than 3 violations of the Agreement or of the housing and licensing code within a 12 month period, the Conditional Rezoning will be suspended for a period of one year.
- Allowing for the reversion of the property to its R-3 zoning if the properties cease to be licensed for a period of one year.

- Affirming that the lessor will provide refuse containers and screening of the same.
- Agreeing to provide one hard surfaced parking space for each tenant prior to issuance of a Certificate of Occupancy.
- The licensed occupancy of the property at 712 S. Main (the adjoining property to the north) would be reduced from 6 occupants to 5 occupants.

- The licensed occupancy of the property at 702 S. Main (the property at the north end of the block) would be reduced from 10 occupants to 8 occupants.

Staff reported that the provided agreement was forwarded to the City Attorney for review and their comments were provided to the applicant for consideration, as well as to the Commission. Staff reported that comments were also received from the Department of Public Safety regarding an occupancy issue and from the Department of Public Works.

Staff referred to a past case that the Commission considered for a conditional rezoning of 313, 317 and 401 E. Gaylord. At that time, staff took a neutral position as there was no clear direction on whether the City Commission had any interest in extending the M-2 zoning district. Although the Planning Commission recommended approval, the City Commission denied the request. Based on the direction offered in that case, staff stated he could not support the current request.

Staff also commented on the recent work session where the Planning Commission indicated their desire to focus on neighborhood code enforcement issues prior to considering any policy changes for additional student housing. He noted that the staff report includes a brief history of the property and the applicant has submitted correspondences disputing some details in that history. Staff commented that his basis for not recommending approval is based on past policy direction from the work session and prior rezoning, rather than anything regarding the history of this particular property.

Staff further reported that the Police Department has an operational system in place to deal with activities on Main Street, especially during big weekends. Staff suggested that if the Planning Commission felt that this property has some unique issues to warrant recommending approval for a re-zoning, he would suggest some outreach to the Police Department to see what impact this may have for them.

Jeff Jakeway, applicant and owner of the property, addressed the Board. Mr. Jakeway provided additional information to the board that will be entered into the record. Mr. Jakeway commented that the public cannot appreciate the history of this property. He stated he purchased the property in 2007 with the intention of turning it into a duplex. Mr. Jakeway stated that this didn't happen and since 2007 he has exchanged numerous e-mails and correspondence with staff and commissioners and has been advised that conditional rezoning is the proper tool to address this property.

Mr. Jakeway shared pictures of the property on the south side of High Street, which is zoned M-2 and compared the ratio of occupants per land area of that property to his property. Based on land area, Mr. Jakeway stated he would be allowed 22 occupants; however, he has no intentions of developing the property to that extent. Mr. Jakeway

also stated that the zoning allows a duplex, which would provide 3,750 sq. ft. of land area per person. He is asking for a conditional rezoning to allow five occupants. Mr. Jakeway stated he owns several properties in the City and has never had problems until he acquired this property. He further commented that he has been a part of everything good that is going on south of High Street. He referred to a property on South University that has been a code enforcement nightmare and stated this has never happened on his properties; he does not allow it and it is not what he stands for. Mr. Jakeway referred to the letter of support received by Mrs. Rosan and commented that other neighbors would attest to that as well.

Mr. Jakeway stated that he was very disappointed when the City Commission denied his rezoning request for the Gaylord Street properties, commenting that the Planning Commission's recommendation to approve was the right thing.

Chairman Orlik addressed the applicant, stating that the property is across the street from the M-2 zoning and recognized that there are significantly more issues south of High Street. Chairman Orlik also stated that the property is in an R-3 district and it was R-3 when Mr. Jakeway purchased it and he is having a hard time coming up with rationale to put M-2 zoning in an R-3 district.

Mr. Jakeway stated that the property cannot work zoned as a duplex, there is too much of an investment to convert the property. He further stated that the problems from this property stem from a complaint he made on a property on Walnut Street. The owner of that property then turned around and complained that this property was over-occupied.

Mr. Jakeway stated that laws are made and some of them don't work. The conditional rezoning tool was meant to solve those problems.

Commissioner Kostrzewa referred to the conditions offered by the applicant where he has offered to decrease occupancy in two other homes, meaning the density in the area would not be changed. He also commented that a large percentage of these homes along Main Street are rentals and asked staff to comment to that.

Staff stated that prior to 1984, the zoning in this area was multi-family. The zoning was changed in 1984 from multi-family back to R-3. Several of the student rentals were already there at that time and remain as legal non-conforming student rentals.

Commissioner Smith commented that the attempt in 1984 to change the area back to owner occupied seems to have stagnated and stated that he finds it hard to believe single-family homes will go back to Main Street.

Commissioner Kostrzewa questioned whether the applicant could make the property work zoned as it is. Mr. Jakeway responded that this is one of the worst corners for single-family homes. He further stated that the City's Owner Occupied Incentive Program has not been overwhelmingly accepted and stated that the law passed in 1984 is not working and the conditional rezoning is a reasonable solution.

Commissioner Kostrzewa questioned why the applicant was only asking for five occupants. Mr. Jakeway commented that the magic number is 6 for easier management and control.

Commissioner Brockman questioned why the applicant has five people in there when it is only zoned for two.

Mr. Jakeway stated he didn't know - and that he didn't have five in there, the occupants did.

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

Board Discussion:

Commissioner Quast stated that she disagrees that no one wants to live in this neighborhood as she recently just purchased 502 South University to turn it back into a single-family home. She further commented that she knows other families who are interested in these properties and stated that the problem is that when these rentals go up for sale, single families can't outbid an investor. She also stated that by re-zoning into M-2 makes it even more difficult for single families who may be interested to bid on a property.

Chairman Orlik commented that he isn't concerned with the history of this particular property, but is more interested in focusing on creating a density that supports the quality of life for single families.

Commissioner Shellady stated she has concerns with selectively abandoning pieces of the Master Plan and stated that when the property was purchased it was R-3.

Commissioner Kostrzewa commented that he believes the die is cast on Main Street and when 90-99% of the homes are rentals we need to work within the practical constraints that are there. The applicant is giving up three spots in other homes and putting three in this site so nothing is theoretically changed.

Chairman Orlik disagreed, stating that we would be spreading out multiple occupancies over a larger area.

Staff commented that although much of Main Street is indeed rentals, rentals also include rentals for single families. He noted that if the Commission approves the conditional rezoning request for this property, they will likely receive requests from other single-family rentals north of High. Staff further spoke of the impact on surrounding areas, as there is evidence suggesting that properties outside of the M-2 zoning area of the city are affected and there is a higher instance of rental housing in the R-3 zones that are in close proximity to the M-2 boundary.

Commissioner Quast agreed that even though there are a large percentage of rentals in the area, there are single families who prefer to rent and would like this area as it is close to the schools etc.

Motion by Brockman, support by Shellady, to recommend that the City Commission deny conditional rezoning ZC-12-01 from AMES, LLC for the property located at 714 S. Main from R-3, Residential to M-2, Multiple Residential, with the Conditional Rezoning Agreement offered by the applicant. Denial of the conditional rezoning is recommended on the following basis:

1. The proposed use is inconsistent with the Master Plan designation and planned use of the property.
2. The proposed rezoning is counter to the goals of the owner occupied incentive program.

Ayes: Orlik, Brockman, Quast, Shellady; Nays: Smith, Kostrzewa. Motion to deny approved 4:2

D. SUP-12-05 and SPR-12-05 - 1222 North Drive. Staff introduced the cases together, reporting that this is an institutional use in the R-3 Zoning District. Staff stated that this is a unique situation in that the property shares a common wall and property line with McLaren Central Michigan Hospital. Staff stated the applicant is proposing the demolition of a 5,190 square foot area and is proposing a 22,391 square foot addition. The proposed addition to expand the Institutional use requires both a Special Use Permit and Site Plan Review.

Staff reported that the proposed addition is a configuration of the current operations, which will provide space for private rooms. Staff stated that with the variances received variances from the Zoning Board of Appeals, the site will comply with building setbacks, as well as lot width and area requirements.

Staff reported that the proposed addition does not include any new lighting or signs and the existing screened trash receptacle will remain unchanged.

Staff stated the Department of Public Safety provided comments and the applicant would need to meet their requirements.

Stacie Tewari, Rowe Engineering, addressed the Board as representative for the case, offering to answer any questions.

Chairman Orlik asked about changes in the footprint. Ms. Tewari stated the footprint is essentially the same as the existing - they would basically be building up.

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

Motion by Smith, support by Kostrzewa, to approve the request for SUP-12-05 from Isabella County Medical Care Facility at the property located at 1222 North Drive to allow the construction of a 22,391 square foot building addition with the following condition:

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

Motion approved unanimously.

- E. SUP-12-06 and SPR-12-06 - 116 N. Mission.** Staff introduced the cases together, stating the site is located in the C-3 zoning district, with its primary frontage on North Mission Street. The automobile dealership is subject to a Special Use Permit. Staff reported that the proposed changes do not significantly change the footprint of the building, but include significant upgrades. There will be a couple of small additions to include a covered entry to the service bays; an addition for a covered sales area and office, along with a new front entry. The proposal also includes new façade surface material and wall signs.

Staff shared photos of the site as it exists along with the proposed improvements. The applicant has proposed stamped concrete and decorative fencing in lieu of the green space, and received approval from the Zoning Board of Appeals.

Staff reported that the main driveway is located on the north side of the building and it will be narrowed from approximately 60' wide to 30' wide to meet Access Management Standards. The South drive will be reconfigured as an exit only and will allow right turns only.

Staff reported that the Department of Public Works had no concerns with the request and the Department of Public Safety had standard conditions.

Staff concluded his report stating that based on the proposed improvements to the property, which will increase the character and quality of the property and the willingness of the applicant to work with the City, he is recommending approval of the request.

Chairman Orlik asked if the site would meet Access Management Standards. Staff stated that the purpose and intent of the Access Management Standards is to improve safety. In 2008, the applicant closed the North driveway and continues to make progress.

Commissioner Brockman commented on the South driveway being right turn only and questioned whether the drive on the adjoining property would be closed. Staff stated that although the Access Management Standards call for closure; our ability to require any revisions is triggered when the site is undergoing revisions.

John Jensen, Architect for the project and representative for the case, addressed the Board. Mr. Jensen commented on the adjacent property, stating Shaheen's has an interest in purchasing the property if the opportunity presents. He commented he does feel that there will be a change in use if someone were to purchase the property.

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

Chairman Orlik commented that the request includes a lot of improvement from the safety standpoint and also offers improvements to the aesthetics.

Motion by Brockman, support by Smith, to approve the request for SUP-12-06 from Shaheen Buick Cadillac GMC for the property located at 116 N. Mission to allow the construction of several small building additions and site improvements to the existing building and site with the following condition:

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

Motion approved unanimously.

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-12-02 - 221 Clayton.** Staff commented that this request is tied to SUP-12-03 and had nothing further to report.

Joe Olivieri, applicant, offered to answer any questions.

Commissioner Brockman asked if the applicant was aware of the Fire Departments recommendations. Mr. Olivieri confirmed that he was. Commissioner Quast stated that the ZBA had included the Fire Departments recommendations in their approval.

Motion by Quast, support by Smith, to approve SPR-12-02 to construct a Rooming Dwelling at 221 Clayton Street based on the site plan and elevation drawings provided with the request with the following conditions:

1. The applicant complies with the requirements of the Zoning Board of Appeals.
2. The applicant shall provide a revised landscaping plan that includes greenbelt landscaping between the parking area and Clayton, in accordance with the requirements of 154.106(C) of the Zoning Ordinance. The landscaping plan shall be subject to review by the Community Development Director to confirm compliance with the Ordinance.
3. The applicant shall comply with the requirements of the Division of Public Safety (DPS) and the Division of Public Works (DPW).

Motion approved unanimously.

B. SPR-12-03 - 1003 Douglas.

Motion by Brockman, support by Quast, to postpone action on Case SPR-12-03 until the Zoning Board of Appeals has made their determination.

Motion approved unanimously.

C. SPR-12-04 - 712 E. Preston and 1306 S. Mission. Staff introduced this case, stating the location as the corner of SW Mission and Preston. The site is zoned C-3. Staff commented that this site has been before the Board previously under the Mission Redevelopment Overlay Zone. The project for a CVS Pharmacy that is before the Board now is based on market conditions and offers a more traditional site layout. The applicant is proposing a drive through with access off Preston Street. Staff reported the parcel is currently part of the adjoining shopping center and would be separated from that property. Staff reported the site plan complies with the minimum setbacks of the Zoning Ordinance.

Staff reported that the site will have 66 parking spaces, where 62 are required by Ordinance and also includes extensive landscape features. The applicant has proposed an urban style sidewalk with a pedestrian plaza area, to include sitting walls and decorative pavers, decorative fencing and a landscaped connector from the main entrance to the public sidewalk.

Staff reported that the property backs up to University property that is zoned residential. The applicant is proposing decorative aluminum fencing with brick piers along this property line in lieu of masonry. Staff further reported that there is currently a chain link fence along this property that is in poor condition. Staff stated that the Planning Commission is authorized to waive the masonry requirement when it is shown that it would serve no good purpose.

Staff reported the proposed plan calls for a masonry dumpster enclosure to match the building façade. The building itself shows durable materials with two colors of brick and stone piers. Staff commented that this is an upgrade to standard CVS box stores, with awnings, variations in elevations, offsets, etc. Staff stated the sign package has not yet been reviewed by staff. Site lighting information has been provided.

Staff referred to Access Management Standards, acknowledging the challenges with this particular site. The proposed construction will eliminate four existing driveways - one along Mission Street and three along Preston. The applicant has proposed retaining the westernmost drive along Preston, shifting it slightly to the east.

The applicant has provided a traffic study and the following recommendations have been proposed:

- Restriping the existing lanes to provide a two-way left turn lane the full length between the intersections. Currently, there is a short left turn lane on Preston at

Mission Street. The current width of the road is sufficient to accommodate 3 lanes, without moving the curbs.

- Adding a right turn lane on Preston to allow a dedicated lane for turns onto Mission. Creating the additional lane will allow for extra “storage” area for cars waiting on Preston Street, reducing the opportunity for vehicles to back up past the CVS entrance from Preston.

Staff commented that the Commission is aware of the City's efforts to establish "grid streets" as a way to help alleviate traffic backups. He stated he has been in discussions with the property owner who has shown some willingness to offer an easement between East Campus Drive and Mission Street along the south end of the shopping center. Staff stated that this would need to be reviewed by the Mission/Pickard DDA to determine if they would be willing to assist with some of the cost; however, having the easement in place would allow them to consider this location.

Staff also stated that there is the possibility that additional changes may need to be made to Preston Street, which should not have any significant impact on the site design and asked that the Planning Commission condition any approval to allow staff and DPW to continue to work with the applicant to finalize some of these issues.

Staff reported the Department of Public Works offered comments regarding the sanitary sewer, which stops at the shopping center. They are currently working with the applicant on viable solutions. In addition, the Department of Public Safety offered their comments including a review of the hydrant locations and access points.

Staff commented that while the proposed project is more traditional than those approved under the Mission Redevelopment Overlay Zone, a lot of the same features have been offered by the applicant, and staff is recommending approval.

Commissioner Kostrzewa commented that the pedestrian plaza is unique and voiced his approval.

Jack Berke, Velmeir Corporations, and developer for CVS Pharmacy addressed the Board, commenting that staff and City employees have completed a rigorous and complete review and they are pleased with the results.

Chairman Orlik commented on the location in regards to traffic problems. Mr. Berke stated they would continue to work towards mitigating the issues.

Chairman Orlik questioned whether the applicant would consider doing one lane of parking in front of the building rather than two and moving the building closer to *Mission Street* ~~the intersection~~. Mr. Berke responded that CVS's objective is three rows of parking and they really compromised to get down to two.

Commissioner Quast questioned what the bump out on the west side was for and if it was just concrete. Mr. Berke stated it was concrete and would need to remain so because of the Sears loading dock.

Commissioner Quast asked if there would be a pedestrian gate or opening in the fence along the west side. Mr. Berke stated that is up for debate.

Vice-Chairman Smith commented that he is fine with the metal fence in lieu of masonry and questioned whether an official motion was needed to waive the masonry requirements. Staff indicated that approving the site plan that was submitted would take care of that.

Motion by Smith, support by Brockman, to approve SPR-12-04 to allow the construction of a 13,225 square foot CVS pharmacy on the property located on the southwest corner of Preston and Mission, based on the site plan prepared by URS last revised on March 19, 2012 (job no. 12941908) with the following conditions:

1. An easement agreement that is acceptable to the City Attorney and DDA is in place prior to issuance of a building permit.
2. The final design of Preston Street shall be subject to the approval of the Division of Public Works (DPW).
3. Additional easements as may be necessary along Preston Street to accommodate street and sidewalk improvements shall be provided in a form acceptable to the City Attorney, prior to issuance of a Certificate of Occupancy.
4. Mission Street improvements shall be subject to the approval of the Michigan Department of Transportation (MDOT).
5. The applicant shall comply with any additional requirements of the Division of Public Safety (DPS) and the Division of Public Works (DPW).
6. The applicant shall install fencing along the west property line, to include a pedestrian opening, subject to staff approval.

Motion approved unanimously.

- D. SPR-12-05 - 1222 North Drive.** Staff commented that this request is tied to SUP-12-05 and had nothing further to report.

Motion by Smith, support by Brockman, to approve SPR-12-05 to allow construction of a 22,391 square foot building addition at the Isabella County Medical Care Facility located at 1222 North Drive based on the site plan drawings prepared by Goudreau Associates and Rowe Engineering dated January 2012 (Job No. 11M0104) with the following conditions:

1. If any new building lighting is proposed, the applicant shall demonstrate that meets the requirements of Section 96.13 of the City Code prior to issuance of a building permit.

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

E. SPR-12-06 - 116 S. Mission. Staff commented that this request is tied to SUP-12-06 and had nothing further to report.

Motion by Kostrzewa, support by Quast, to approve SPR-12-06 to allow construction of several small building additions and site improvements to the automobile dealership located at 116 N. Mission based on the site plan drawings prepared by J. Jen Group and JFH Drafting dated March 1, 2012 and the elevation illustrations submitted with the same with the following conditions:

1. The driveway configuration and design shall be subject to meeting the requirements of the Michigan Department of Transportation.
2. The applicant shall comply with the requirements of the Division of Public Safety (DPS) and the Division of Public Works (DPW).

F. SPR-12-07 - 1601 N. Mission. Staff introduced Case SPR-12-07, noting that the location is near the northern boundary of the City and is zoned I-Industrial. The existing building is 6,250 square feet and houses Etna Supply. The applicant is proposing an 8,280 square foot warehouse addition, which complies with all setback and height regulations of the Zoning Ordinance. Staff reported that the applicant is in the process of acquiring the property to the south to accommodate a turnaround area for delivery trucks. Staff reported that the applicant is proposing nine new trees and 11 shrubs to meet landscaping requirements.

Staff reported that the proposal includes a request to waive the sidewalk, which is within the Planning Commission's authority for this zone.

Staff stated that comments from the Department of Public Safety include standard requirements. As of this time, no review has been submitted by the Department of Public Works; however, the designer has been in contact with them to assure their requirements are met.

Tim Bebee, Central Michigan Surveying & Development Company, representing Etna Supply, addressed the Board. Mr. Bebee commented that they had went through a couple of preliminary reviews with staff to get to this point. If approved, they will continue working with the Department of Public Works to finish out the storm water plan.

Chairman Orlik commented that the Commission should consider the sidewalk waiver separately.

Motion by Brockman, support by Kostrzewa, that pursuant to the requirements of Section 154.022(B) of the Zoning Ordinance, the Planning Commission grant a waiver to the requirement to install sidewalks in the public rights-of-way on a finding that the property is not located on a street designated as a school walking route and there are no existing

intermittent public sidewalks on the streets within the block where the property is located. Also, the property is not located on a principal access route to a major activity center.

Motion approved unanimously.

Motion by Kostrzewa, support by Brockman, to approve SPR-12-07 to allow an 8,280 square foot building addition to the property located at 1601 N. Mission, based on the site plan prepared by CMS&D last revised on March 9, 2012 (job no. 1202-008) with the following condition:

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

Motion approved unanimously.

VIII. Unfinished Business

- A. SPR-12-01 1300 E. Pickard.** Staff indicated that we have not received any additional information.

Motion by Quast, support by Brockman, to postpone Case SPR-12-01 until the applicant is prepared to move forward with their request.

Motion approved unanimously.

IX. New Business:

None

X. Other Business:

A. Staff Report

1. May Planning Commission meeting - Anticipated Agenda Items.

Staff reported that we had received a request for site plan review from Doozies Ice Cream place.

2. Master Plan Update

Staff reported that the Request for Proposal (RFP) committee met and is working towards a recommendation, which will then be brought before the Planning Commission.

Staff also reported that there is a Geography class at CMU that is working on the demographics piece and is making really good progress. They expect to finish their report within the next few weeks. They have planned a presentation for city staff in

April. Staff stated he would send out the information on the presentation to the Planning Commission in the event they are interested in attending.

Commissioner Brockman questioned whether the Master Plan update would include looking at the zoning map in light of the conditional rezoning case that was heard tonight. Staff stated that the current scope for the Master Plan that was approved by the Planning Commission and City Commission does not proposed reviewing changes to zoning and density north of High Street. Staff stated that if that is the direction that the Commission wants to go and there is interest, it could be included in the RFP. If the Commission is just looking for data from staff on the number of rentals vs. owner-occupied and the types of rentals, then he could provide that.

Chairman Orlik stated he would be more interested in the number of single-family occupancy vs. rooming dwellings more than rental vs. owner occupied. Once the data is reviewed, then it could be determined whether it should be reviewed in the Master Plan.

XI. Adjournment:

Motion by Brockman, support by Quast to adjourn.

Meeting adjourned at 9:02 p.m.

bam