

**Mt. Pleasant Planning Commission
Minutes of Regular Meeting
April 9, 2015**

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

Present: Cotter, Dailey (7:19), Driessnack, Friedrich, Hoenig, Horgan, Kostrzewa, Ranzenberger.

Absent: Irwin

Staff: Kain, Mrdeza, Murphy.

II. Approval of Agenda:

Motion by Kostrzewa, support by Ranzenberger to approve agenda.

Motion approved.

III. Approval of Minutes

A. March 5, 2015 Regular meeting

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

Motion carried.

B. February 26, 2015 Joint Meeting

Motion by Kostrzewa, support by Driessnack to approve the minutes from the February 26, 2015 Joint meeting.

Motion carried.

IV. Zoning Board of Appeals Report for March:

Commissioner Friedrich reported that the ZBA heard three cases at their March meeting:

The first case was for 206 W. Maple, submitted by St. John's Episcopal Church requesting several variances to allow the relocating of an existing church building on the property and the construction of an addition to connect all of the buildings. The requests were approved.

The 2nd case was a request to allow reconstruction of a non-conforming use at 316 W. May with no increase in occupancy. The applicant was requesting a variance to allow the porch to extend into the side street setback. After some discussion, the request was granted.

The third case involving 1024 & 1026 S. Main was postponed last month at Mr. Olivieri's request. His initial request was to redevelop the non-conforming properties with an increase in occupancy of two, from 16 to 18. He returned this month with a revised request to maintain the current occupancy at 16. There was some discussion about the 16 occupants not meeting the square ft. per person requirement of the ordinance; however, following discussion, the request was granted. In addition, Mr. Olivieri agreed to increase the amount of greenspace with the reduction of the width of the maneuvering lanes.

V. Public Hearings:

A. Parks & Recreation Master Plan

Chris Bundy, Director of Parks and Public Spaces, addressed the Board and provided an overview of the draft Parks & Recreation Master Plan. Bundy noted that there will be two additional public hearings held to provide opportunities for public input; the Parks & Recreation Board will hold a public hearing on April 21, 2015 and the City Commission will hold a final public hearing on April 27, 2015.

Bundy reported that the plan meets the criteria of the Michigan Department of Natural Resources and is consistent with the City's Master Plan. He reported that the plan provides the framework for future Parks and Recreation projects.

Bundy described the planning process, which included the community description, facility inventory, along with opportunities that were provided for public input.

Bundy reviewed the accomplishments achieved under the previous Master Plan along with what remains to be accomplished. Bundy also provided information on the population growth both in the city and surrounding areas, and the subsequent increased demand on the parks system.

Bundy reviewed the goals and objectives of the plan, including partnerships, maintenance, trails/pathways, river corridor, facility development and recreation programs and services.

Bundy asked that the Planning Commission proceed with the public hearing and asked that they recommend approval of the plan to the City Commission.

Brief discussion ensued on Indian Pines Park, located north of the airport.

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

Motion by Hoenig, support by Ranzenberger to recommend approval of the Parks & Recreation Master Plan.

Motion approved.

B. SUP-15-03 - 1024 & 1026 S. Main - Joseph Olivieri.

Kain introduced case SUP-15-03 and SPR-15-03 submitted by Joe Olivieri, noting that this request involves the demolition of two buildings and the construction of one new Registered Student Organization (RSO) dwelling. Kain shared a map and photos of the existing buildings, which currently include one RSO and one rooming/boarding dwelling.

Kain reported that the property is zoned M-2 Multiple family, as are the surrounding properties, which is consistent with the Master Plan future land use.

Kain shared an overview of the proposed site plan along with renderings of the proposed building elevations. The proposed RSO will house 16 occupants, which is consistent with the current combined density of the properties.

Kain shared the Special Use Criteria, noting that the proposed project meets the criteria with the approval granted by the Zoning Board of Appeals to reduce the open landscaped area. Kain commented that the Commission does have the authority to require parking beyond the minimum provisions if land area allows without further reducing the required greenbelt, setbacks or if the floor plan includes areas for assembly.

Kain reported that the site plan meets the requirements of the Ordinance with the exception of land area per occupant which was granted by the ZBA. The parking is consistent with the Zoning Ordinance, providing 18 on-site spaces; one per occupant plus two extra for a RSO.

Kain concluded his report, recommending approval.

Commissioner Horgan asked for clarification on how many were housed in the existing homes. Kain responded the combined properties were currently licensed for 16, which is consistent with what the applicant is proposing.

Joseph Olivieri, 1933 Churchill, addressed the Board as applicant, offering to answer questions.

Commissioner Kostrzewa asked if there were any trees to come down. Mr. Olivieri stated there were none to cut down, and they will plant some trees in the Right-Of-Way.

Commissioner Horgan commented that this project is different than some of the others that Mr. Olivieri has brought before the Board, as the parking is on the side rather than in the back. Mr. Olivieri explained that these lots are not served by an alley and have less depth than previous properties that have undergone redevelopment.

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

Commissioner Driessnack commented that he doesn't see a need to require additional parking and feels that the proposed parking is adequate.

Motion by Kostrzewa, support by Driessnack to approve SUP-15-03.

Motion approved.

C. SUP-15-04 1023 S. Main - Main Place Apartments.

Kain introduced SUP-15-04, noting that this case, submitted by Main Place Apartments, is located across the street from the previous case and involves the demolition of the existing structure and the construction of a new rooming house for 6 occupants.

Kain shared photos of the current site, along with the site plan and proposed rendering for the new dwelling. Kain reported that the property is zoned M-2 and is surrounded by M-2 properties with a small portion of the SE corner abutting C-1. Future land use is Multiple Residential (Medium).

Kain reviewed the SUP criteria, noting that the project meets the criteria. The proposed project also meets the criteria for the site plan with the finding by the Zoning Board of Appeals under the M-2 redevelopment standards. The proposal includes 6 parking spaces for 6 occupants. As in the previous case, Kain noted that the Commission has the authority to require parking above the minimum if the land area is available.

Kain concluded his report recommending approval of the Special Use Permit.

Commissioner Dailey asked if there was any change in occupancy. It was noted that the current occupancy is 5 and the approval granted by the ZBA is for 6.

Tim Bebee, Central Michigan Surveying and Development, addressed the board on behalf of the applicant offering to answer questions.

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

Commissioner Dailey questioned the comment on requiring additional parking. Kain explained that The Planning Commission may require parking beyond the minimum provisions contained in § 154.120 if the parcel of land is large enough to accommodate additional parking without reduction of required greenbelts or setbacks and/or interior floor plan of the use includes areas for assembly. It was noted that in this case, there may not be enough green space to consider this requirement.

Commissioner Ranzenberger commented that he sees no reason to require additional spaces.

Chairman Cotter commented that they have reviewed two great projects tonight and with only one total additional occupant.

Motion by Driessnack, support by Ranzenberger to approve SUP-15-04.

Motion approved.

SUP-15-05 - 316 W. May Street - United Apartments - MMI LLC

Kain introduced SUP-15-05, submitted by United Apartments, proposing the demolition of the existing non-conforming rooming dwelling and the construction of a new rooming dwelling. The project is located on the NE corner of West May and Pleasant Streets. The property is zoned M-2 Multiple Family and is surrounded by M-2 properties. Future land use is designated as Multiple Residential as well. Kain shared photos of the existing site along with the proposed site plan and renderings of the proposed new building. The applicant is proposing a 2 unit structure with 4 occupants per unit. Parking would be located in the rear.

Kain reviewed the SUP criteria, noting that the project meets all the requirements. In addition, with the approvals granted by the Zoning Board of Appeals, the proposal meets the requirements for site plan review.

Kain concluded his report with the recommendation to approve the request.

Chairman Cotter noted for clarification that the property is currently licensed for 8 and the proposed project is also for a total of 8 occupants with four in each unit.

Rick McGuirk, United Apartments addressed the Board as applicant for the case, and offered to answer any questions that the Board may have.

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

Commissioner Ranzenberger commented that this is a big improvement over what is currently on the site. He also noted that this project is outside of the Main and Washington corridor, but still very much a part of that M-2 area and he noted he is glad that the Board has the flexibility to approve the project.

Motion by Ranzenberger, support by Kostrzewa to approve SUP-15-05.

Motion approved.

E. SUP-15-06 - 220 N. Kinney - Keith Cotter.

Chairman Cotter recused himself from the dais and asked Vice-Chair Hoenig to preside over the case.

Kain introduced SUP-15-06 submitted by Keith Cotter for the property located at 220 N. Kinney. The applicant is requesting a Special Use Permit to utilize the existing property as a duplex. Kain noted the location is on the SE corner of Kinney and Chippewa. Kain shared an image of the home, noting that in the past the property consisted of two separate structures. At some point in time the structures were connected via a garage.

Kain reported that the property is zoned R-3 Residential and future land use is designated as Urban Residential.

Kain reported that the applicant wishes to utilize the structure as a two-family dwelling. In the past, the portion of the property fronting on Chippewa Street was used as a physician's office with the owners living in the larger structure fronting on Kinney. The applicant plans to continue residing at the Kinney Street address and wishes to obtain a rental license for the Chippewa Street address. Kain noted that if the owner wished, the special use permit would enable the applicant to apply for a 2nd rental license for the Kinney address; however, at this time intends to reside there.

Kain noted one point for discussion is screening for the parking area and shared the parking plan for the property.

Kain concluded his report with staff recommendation for approval.

Commissioner Kostrzewa asked about the screening requirement for the parking area. Kain explained that typically the screening is done with landscaping such as shrubs and trees and shared the area on the site plan where the plantings would typically be installed.

Commissioner Dailey asked if the property was ever two separate dwelling units, if a duplex was an allowed use, and if there were other duplexes in the area. Kain explained that in the past, there were two separate structures which were connected at one point in time. He further noted that duplexes are an allowed use regulated by a Special Use Permit and there is at least one on the next block. He further noted that city-wide, duplexes are very common in the R-3 zoning district. Commissioner Kostrzewa commented that based on the lay-out, it doesn't look like a duplex as it is two totally different structures.

Commissioner Ranzenberger asked if there was any access between residences. Keith Cotter, owner, addressed the Board, noting that he has owned the property for a few years and his best guess is that the properties were connected sometime in the 50's with a garage. The little house has a separate address, separate gas, electric and water meter. His intention was to turn the property into a "mother-in-law" suite at some time in the future. He noted that he has done a lot of work on the property and described the configuration of the home. Mr. Cotter indicated tht there was plenty of parking and doesn't feel that screening is necessary, but is willing to put it in if the Board requires it.

Commissioner Kostrzewa commented that he doesn't believe that screening is an issue.

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

Motion by Kostrzewa, support by Driessnack to approve SUP-15-06.
Motion approved.

Chairman Cotter rejoined the group.

VI. Public Comments:

Chairman Cotter opened the public comments portion of the meeting.

There being no one who wished to speak, the Public Comments session was closed.

VII. Site Plan Reviews:

A. SPR-15-03 - 1024 & 1026 S. Main.

Kain commented that the next four cases were reviewed with the correlating Special Use Permits and although he had nothing to add, would welcome questions if anyone had any.

Motion by Driessnack, support by Ranzenberger to approve SPR-15-03 as submitted with the following conditions:

1. The applicant shall comply with the requirements of the Divisions of Public Works (DPW) and Public Safety (DPS).
2. The applicant shall fully enclose the trash carts in accordance with Section 154.025 of the Zoning Ordinance.

Motion approved.

B. SPR-15-04 - 1023 S. Main.

Motion by Dailey, support by Ranzenberger to approve SPR-15-04 with the following condition:

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

Motion approved.

C. SPR-15-05 - 316 W. May.

Motion by Dailey, support by Ranzenberger to approve SPR-15-05 with the following condition:

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

Motion approved.

SPR-15-06 - 220 N. Kinney.

Chairman Cotter recused himself from the discussion.

Motion by Dailey, support by Kostrzewa to approve SPR-15-06 with the following condition.

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

Motion approved.

Chairman Cotter rejoined the group.

VIII. Unfinished Business:

A. Community Improvement Awards:

Kain thanked the Board for their input in choosing the winners for the Community Improvement Awards. He reported that the department is working with the Graphic Arts Students to get prints that will be framed for the award winners. We will also be looking into having something posted at City Hall as well. Kain stated he would keep the commission posted on the progress.

IX. New Business:

1. Complete Streets:

Kain explained that one of the action steps in the recently adopted Master Plan calls for the adoption of a Complete Streets Policy. Kain noted that this is consistent with 2010 legislation adopted by the State and will help to guide city actions when road construction, reconstruction, etc. is being planned. Kain also noted that adopting a complete streets policy empowers the city when negotiating with other entities to ensure complete streets are implemented when possible. Kain explained the definition of complete streets as a street that is planned with all legal users in mind. Staff is working with the Division of Public Works on a draft ordinance that will be ready for the commission to review at next month's meeting. The action required tonight is to set a public hearing to consider the draft Ordinance.

Commissioner Horgan asked what is expected out of the public hearing or if it is just a formality. Kain stated that it is required; however, we are looking for public input on policy direction for the city. The Ordinance would set out guidelines for the city when making transportation investments to ensure the city is following complete streets guidelines.

Vice-Chair Hoenig commented that she feels setting a public hearing may be a bit premature as there isn't a draft available yet. Commissioner Dailey asked when the draft would be available. Kain noted that he will have it ready to send to the City Attorney next week and will possibly have it back as early as the end of the month.

Commissioner Ranzenberger asked if the draft would be available on the city's website. Kain indicated it would be included in the packet, which will be on the website.

Vice-Chair Hoenig asked if a draft would be available before the PH notice. Kain indicated that it would be available concurrently with the Public Hearing notice, with is consistent with other public hearings.

Commissioner Driessnack noted that there will be two public hearings, so there would be two opportunities for the public to comment.

Chairman Cotter noted that he understands Vice-Chair Hoenig's concern, noting that generally the cases affect one area of the city, whereas this one includes the entire town.

Kain commented that the ordinance is only 2 1/2 pages and is not overly complicated and essentially the purpose is to outline the process that the Division of Public Works would bring plans to the Planning Commission for review.

Commissioner Horgan commented that it deals with the process rather than the product.

Commissioner Driessnack stated that if the Commission gets the draft and it seems like they would like more time, they can postpone making a recommendation.

Kain agreed, noting that state law requires notices to be published 15 days prior to a hearing. He commented that the commission can postpone making a recommendation without re-advertising. He also noted that they would not be able to take any action to recommend the Ordinance if the hearing is not set.

Motion by Ranzenberger, support by Friedrich to hold a public hearing to consider the adoption of a Complete Streets Ordinance on May 7, 2015 at 7:00 p.m. in the City Hall Commission Chambers.

Motion approved.

2. Text Change to Section 154.067 of the zoning ordinance (C-3 General Business Districts) to allow health clubs.

Kain reported that staff recently received a request from an applicant to open a health club in the C-3 district. Currently this use is classified as a Special Regulated Use, which is defined by our zoning ordinance as uses "having serious objectionable circumstances thereby having a deleterious effect upon the adjacent areas." Based on this classification, health clubs are required to come to the Planning Commission to obtain a Special Use Permit and in addition, are also required to circulate a petition and obtain signatures of 51% of all property owners within 500 ft of the business. Additional criteria dictates characteristics and locations relative to other special regulated uses or residential areas.

Kain provided some findings for consideration by the Planning Commission, noting the additional burden on the applicant in light of the use being consistent with other uses allowed by right in the C-3 district.

Kain provided staff's recommendation that the Planning Commission set a public hearing to consider an amendment to the zoning ordinance to allow health clubs by right in the C-3 district.

Discussion on some of the other uses listed under the Special Regulated Use category ensued.

Motion by Driessnack, support by Ranzenberger to set a public hearing to consider an amendment to Section 154.067 of the zoning ordinances (C-3 General Business Districts) to allow health clubs by right at the Planning Commission meeting on Thursday, May 7, 2015 at 7:00 p.m. in the City Hall Commission Chambers.

Motion approved.

3. Text change to Section 154.121 (Location, Space Layout, Construction Standards and Maintenance) to modify the parking dimension table.

Kain referred to the table of dimensional standards from the zoning ordinance, noting that the intent of this table is to ensure that off-street parking is able to provide for safe and efficient circulation and storage of vehicles.

Kain referred to the recent request from the Chippewa River District Library, noting that based on the way the ordinance reads they were required to appear before the Zoning Board of Appeals for a waiver from the standards even though they met the regulatory requirements for width of parking spaces and maneuvering lanes.

Kain commented that it appears that the intent was to be useful for designers but not to use those dimensions as a regulatory requirement; however, the way it is written it implies it is a regulatory requirement and mandates extra asphalt when there is a different angle to the design, but does not achieve any real purpose.

Kain recommended that the Planning Commission consider setting a public hearing to consider an amendment to this section of the ordinance.

Motion by Ranzenberger, support by Friedrich to set a public hearing to consider an amendment to Section 154.121 (Location, Space Layout, Construction Standards and Maintenance) at the Planning Commission meeting on Thursday, May 7, 2015 at 7:00 p.m. in the City Hall Commission Chambers.

Motion approved.

X. Other:

A. Placemaking - Kain provided information on an upcoming Placemaking training for Commissioners interested in attending.

B. May Planning Commission Meeting. Kain reported that the 2016 Capital Improvement Plan will appear on the May agenda. In addition, we have received a couple of site plan reviews

and a special use permit application for a duplex. Planet Fitness is also moving forward with their request to open a health club. The deadline for submittals is Monday, April 13.

XI. Adjournment:

Motion by Kostrzewa, support by Driessnack to adjourn to work session.

Motion approved.

Meeting adjourned at 8:26 p.m.

bam