

MINUTES
SPECIAL MEETING
PLANNING COMMISSION
MONDAY, JANUARY 4, 2016 – 6:30 PM
MUNICIPAL BUILDING, CONFERENCE ROOM "A"

Meeting called to order by Chairman Farrar at 7:30 P.M.

1. PLEDGE OF ALLEGIANCE:

2. ROLL CALL OF MEMBERS:

Present: Chairman Farrar, Secretary Hopper, Commissioners Bobcean, Bruce, Beller, Smith, Maul, Smedley

Absent: Gritton

Motion by Bobcean to approve absent member, support by Hopper

All present voting yes, motion carried unanimously

3. APPROVAL OF MINUTES:

- a. November 23, 2015
- b. December 28, 2015 (No Meeting)

Motion by Bobcean to approve minutes with correction to Chairman Farrar being absent from the November meeting, support by Smedley

All present voting yes, motion carried unanimously

4. APPROVAL OF AGENDA:

Motion by Bobcean to approve agenda as presented with the addition of discussion item to New Business, support by Farrar

All present voting yes, motion carried unanimously

5. CITIZENS TO BE HEARD:

None

6. UNFINISHED BUSINESS:

7. NEW BUSINESS:

- a. Sign Ordinance discussion – specific to electronic messaging signage, lumens, timing, flashing

Motion by Hopper to direct City Planner to investigate sign ordinance for further discussion, support by Bruce

All present voting yes, motion carried unanimously

8. PLANNERS CORNER:

Nothing

9. MEMBERS TO BE HEARD:

None

10. TABLED ITEMS:

- a. **Preliminary Site Plan #340 -15** - The applicant is proposing to re- purpose an existing building to construct a Captain Nemo's sub shop at the south east corner of Telegraph and East Huron River Drive.

Motion by Bobcean to remove site plan as tabled item, support by Hopper

All present voting yes, motion carried unanimously

Discussion on the standards for outdoor seating requirements, exterior lighting and pedestrian circulation

The commission is recommending approval of the site plan subject to the following conditions:

1. The applicant provide a revised site plan showing required five foot buffer area from the proposed outdoor seating area.
2. The applicant is required to maintain all of the landscaping on the site including those that were subject to easements with the DDA in a manner that is equal to or better than the other streetscape areas.
3. Lighting details shall be provided for administrative review.
4. The applicant shall provide a painted decorative paved path from the adjacent sidewalk to the restaurant.
5. Review and approval by City Engineer

Motion by Bobcean to approve Preliminary and Final site plan subject to the above conditions being satisfied via administrative review, support by Smedley

All present voting yes, motion carried unanimously

11. INFORMATION \ CORRESPONDANCE:

None

12. ADJOURNMENT:

Motion by Bobcean to adjourn meeting, support by Hopper

All present voting yes, motion carried unanimously

Meeting adjourned at 8:05 PM

TERRENCE FARRAR, CHAIRMAN

RODNEY HOPPER, SECRETARY