

MINUTES
PLANNING COMMISSION
MONDAY, OCTOBER 24, 2016 – 7:30 PM
25500 GIBRALTAR, CONFERENCE ROOM "A"

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

1. PLEDGE OF ALLEGIANCE:

2. ROLL CALL OF MEMBERS:

Present: Secretary Hopper, Commissioners Beller, Bobcean, Bruce, Maul, C. Smith, R. Smith, and Smedley

Also present are Building Director Dishaw, Economic Development Director Hendley, City Planner John Jackson, and Dominic Gaglio representing Faro Properties

Absent: Gritton

3. APPROVAL OF MINUTES:

- a. June 27th, 2016

Motion by Bobcean to approve minutes as written, supported by Maul & Bruce.

All present voting yes, motion carried unanimously.

4. APPROVAL OF AGENDA:

Motion made by Bobcean to approve the agenda with the addition of the appointment of Planning Commission Secretary, supported by R. Smith.

All present voting yes, motion carried unanimously.

5. CITIZENS TO BE HEARD:

None

6. UNFINISHED BUSINESS:

None

7. NEW BUSINESS:

- a. **Site Plan 345-16** – Proposed parking lot for Penske located south of 27900 Hall Road. Faro properties is requesting approval to construct a parking lot on the southern portion of 4.64 acre industrial site. The parking lot will be used primarily for customer parking and rental vehicle parking for Penske

Truck Rental. The plans show 2 access drives to "Future Roche Road". John Jackson (McKenna and Associates) has required that site be paved and ADA parking be provided. If the parking lot is to remain unpaved a proposal would have to go before the Zoning Board of Appeals for a variance.

It was also mentioned that a trash enclosure needs to be noted on an updated plan or a plan be provided for the control of trash and debris. City Ordinance requires that there be living ground cover around Hall Road, though this does not need to be grass. The updated plans should include a hedge row or decorative fence on the southern side of property as well as provide type of water-tolerant plant for the bio-swale and for storm water management.

McKenna and Associates recommends that the parking lot proposal be tabled until an updated plan with further information can be provided by Faro Properties.

City Engineer, Russ Wittman, has communicated that a flood plain evaluation and DEQ permit will be required. A closed site plan will need to be submitted within 30 days to proceed with storm water management plan.

Building Director Dishaw is recommending that preliminary approval of the site plan be granted, with final approval pending the above requirements being met and the requested information being provided.

Motion to grant preliminary site plan approval made by Beller, supported by Smedley.

All present voting yes, motion carried unanimously.

b. Proposed Amendments to Article 14, C-2 Central Business District-

An update from the City Planner allows for mixed uses in this district and addresses front yard setback concerns voiced at a prior meeting (9/26/16). A setback of zero (0) feet from right of way is now being proposed. An added provision states that if 50% of block is already built, the new development must match the existing setback. In no situation, however, will parking be allowed at the front of the building.

The commission has asked that "Temporary Outdoor Display" be defined prior to the public hearing and advancing the proposed amendments to city attorney.

Motion made by Bobcean to advance the draft pending clarification on "Temporary Outdoor Displays" to City Attorney and set public hearing date for 11/28/16, supported by Beller.

All present voting yes, motion carried unanimously.

- c. **Master Plan Public Hearing**- Approve Master Plan public hearing date for January 23, 2017. City Council approved that Master Plan drafts be distributed to surrounding municipalities for review. Comments from these surrounding communities are due on December 13, 2016.

Motion made by Beller to set Master Plan public hearing for January 23, 2017, supported by Bruce.

All present voting yes, motion carried unanimously.

8. PLANNERS CORNER:

Nothing

9. MEMBERS TO BE HEARD:

Economic Development Director, Liz Hendley, announce that the MSU Viaduct study is complete and the report shall be forthcoming.

10. TABLED ITEMS:

- a. **Appointment of Planning Commission Secretary**- Smedley nominated Bruce for Secretary at 09/26/16 meeting. Motion made by Bobcean to table appointment due to Bruce not being in attendance.

Motion made by Smedley to appoint Lisa Bruce as Planning Commission Secretary, supported by C. Smith.

All present voting yes, appointment by acclamation unanimous.

11. INFORMATION / CORRESPONDANCE:

Commissioner's wish to add "For the Good of the Order" as item number 12 at all future meetings.

12. ADJOURNMENT:

Motion by Smedley to adjourn meeting, supported by Bruce.

All present voting yes, motion carried unanimously

Meeting adjourned at 8:0 P.M.

RODNEY HOPPER, CHAIRMAN

LISA BRUCE, SECRETARY

Carried: