



CITY OF GRAND LEDGE

Zoning Administrator

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Established 1893

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Grand Ledge, MI 48837

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NOTICE

The Grand Ledge Planning Commission will conduct its regular meeting on **Thursday, September 8, 2011 at 7:00 p.m.** The meeting will be held at Grand Ledge City Hall, 200 E. Jefferson St., Grand Ledge, MI.

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Approval of the Agenda
4. Approval of minutes of regular meeting held August 4, 2011
5. Notice of Agenda Item Conflicts

Business from the Floor

6.

New Business

7. Discussion re: Non-Motorized Pathway Plan – Larry LaHaie
8. Zoning Ordinance Review – Chapter 220-57, Parking Requirements
9. Discussion re: Greenwood Elementary School/City Hall

Other Business

10. Zoning Administrator's Report
11. Zoning Board of Appeals Representative's Report
12. Council Representative's Report
13. Mayor's Comments
14. Comments from Commissioners
15. Chairman's Report

City of the Seven Islands

MEMO

TO: Planning Commission

FROM: Susan Stachowiak
Zoning Administrator

DATE: August 30, 2011

RE: Ordinance Violations - August, 2011

Kathleen Kelley 1010 Flickerham Drive	Violation of Ord. 220-57 June Vehicle	Owner has not complied Final notice has been sent
Matthew Kebler 114 E. Main Street	Violation of Ord. 220-57 June Vehicle	Property is in foreclosure transition
Concrete Development 327 N. Bridge Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Owner still has time to comply
Vicky Baird 124 E. Scott Street	Violation of Ord. 124-3 Unlawful Accumulation of Junk	Removed by City
Marjorie Hall 321 W. South Street	Violation of Ord. 138 Tall Grass/Weeds	Mowed by city
Lansing Logan Properties 269 S. Clinton Street	Violation of Ord. 138 Tall Grass/Weeds	Mowed by city
William Jury 304 W. Jefferson Street	Violation of Ord. 138 Tall Grass/Weeds	Owner still has time to comply
Mark & Patricia Lewis 406 Union Street	Violation of Ord. 138 Tall Grass/Weeds	Owner has complied
Charlevoix Drive Properties Ledges Commerce Park	Violation of Ord. 138 Tall Grass/Weeds	Owner has complied
Dart Bank Charlevoix Drive	Violation of Ord. 138 Tall Grass/Weeds	Owner has complied
Chris Baryames Vacant, Saginaw Hwy.	Violation of Ord. 138 Tall Grass/Weeds	Owner has complied
Cailee & Jeremy Sanchez 609 Liberty Street	Violation of Ord. 138 Tall Grass/Weeds	Mowed by city

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Lance Williams 618 W. Front Street	Violation of Ord. 138 Tall Grass/Weeds	Mowed by city
Paul Monaco 506 S. Bridge Street	Violation of Ord. 138 Tall Grass/Weeds	Mowed by city
Mooney Oil Co. 825 W. Jefferson Street	Violation of Ord. 138 Tall Grass/Weeds	Mowed by city
Tim Falsetta 329 S. Bridge Street	Violation of Ord. 220-78 Illegal Sign	Owner has not complied Final notice has been sent
Charles Smith 214 Franklin Street	Violation of Ord. 220-57 Motor Home in Yard	Owner has complied
Charles & Linda Simpson 1100 Tulip Street	Violation of Ord. 220-63 Motor Home in Driveway	Owner has complied
Sarah Vicary 1117 Tulip Street	Violation of Ord. 220-13 Illegal Home Occupation	Owner has complied
David Meredith 109 E. Lincoln Street	Violation of Ord. 220-13 Illegal Home Occupation	Owner is complying
Gilmer Lewis 306 High Street	Violation of Ord. 220-13 Illegal Home Occupation	Owner has not complied This matter is being turned over to the city attorney

City of Grand Ledge
Planning Commission Meeting
Minutes from Meeting Held on
Thursday, August 4, 2011

Chairman Mike Stevens called the meeting to order at 7:01 p.m.

Attendance: Mike Stevens, Ann Lawrence, Bob Doty, Jamie Malecki, Ron Graber and, Todd Gute. Also present: Council Member Jon Bonofiglio, and Zoning Administrator Sue Stachowiak. Absent: Bill Kane and Steve Baribeau.

Pledge of Allegiance – Ms. Lawrence led those present in the pledge of allegiance.

Approval of the Agenda - Mr. Doty moved to approve the agenda with the addition of “City Hall Discussion” under new business. Ms. Lawrence seconded the motion. Motion carried.

Approval of the Minutes - Mr. Doty made a motion to approve the minutes from the regular meeting held on July 7, 2011. Ms. Lawrence seconded the motion. Motion carried.

Notice of Agenda Items Conflicts - None

Business from the Floor - None

New Business

1. Adam’s Outdoor – Discussion regarding billboard on M-43

Ms. Stachowiak stated that over the past month she has had numerous conversations with representatives of Adam’s Outdoor with regard to the billboard on M-43. She said that it is still their intent to convert the billboard to digital, although it may not occur for the next six months.

Ms. Stachowiak said that at the July meeting, the Planning Commission asked that she send a letter to Anchor Properties and Walgreen’s informing them that a certificate of occupancy would not be issued for their building until such time as the billboard is converted to digital, as approved by the Planning Commission at its August 5, 2010 meeting. However, the more she thought about this issue, the more it appeared that this is strictly between the city and Adam's and has nothing to do with Walgreen's or Anchor Properties. She said that she discussed this matter with Jon Bayless and also reviewed the minutes from the meetings where the billboard/site plan was discussed. Anchor Properties, not Adam's, was the applicant for the site plan and what they got approved simply showed the relocation of the existing billboard, which is what has occurred. Subsequent to the approval of the site plan, and without Anchor Properties knowledge or consent, Adam's came back to the Planning Commission and asked that they be allowed to install a digital sign rather than the flip signs that are there now. The location of the billboard as shown on the approved site plan did not change. Therefore, from Anchor Properties standpoint, they have fulfilled the requirements of the site plan that they submitted and got approved.

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Ms. Stachowiak said that the City cannot withhold issuance of the certificate of occupancy for something that Anchor Properties did not request or even agree to. Nevertheless, even though it is not part of the site plan approval, it is still an approval from the Planning Commission and the Planning Commission could impose a time frame on getting the digital billboard up or Adams will lose their right to put it up altogether.

Jerry Platte, 2744 Morningside Drive, Lansing, MI, representing Adam's Outdoor Advertising, stated that he appreciates the city's continued cooperation as they work through the process of converting the existing billboard on M-43 to a smaller, digital billboard. He said that Adam's intends to have the conversion completed by the end of the year and asked for an extension until December 31, 2011. Mr. Platte said that they expect to have the project completed in October but December gives them a little more leeway.

There was discussion about whether the entire billboard is to be converted to digital or just one side (face). Mr. Doty read from the August 2010 minutes at which the billboard conversion was approved. The minutes state that the billboard was being reduced from 530 square feet to 325 square feet and there was nothing mentioned about only one side of the billboard being converted to digital.

Mr. Stevens said that the reduced size was a big selling point and was the primary reason why the Commission approved the conversion.

Mr. Doty made a motion, seconded by Mr. Gute to grant the request by Adam's Outdoor Advertising to extend the time for completion of converting the existing billboard on M-43 to a 325 square foot digital billboard until December 31, 2011. On a voice vote (6-0), the motion carried unanimously.

2. Zoning Ordinance Review, Section 220-57, Parking Requirements

Ms. Stachowiak reviewed the proposed changes to Section 220-57 of the Zoning Ordinance. She said that item (C)(2) prohibits parking in a *required* front yard. Ms. Stachowiak said that she eliminated "required". There was discussion about the width of driveways, approaches, curb cuts and turn-arounds. The Commission agreed that there should be a maximum allowable width of 20 feet for a driveway within the road right-of-way.

There was discussion about "commercial" vehicles in residential neighborhoods. It was agreed that panel trucks, semi's and buses should not be permitted but that work vans would be acceptable. The Commission asked Ms. Stachowiak to conduct more research on this issue.

Ms. Stachowiak said that she made some changes to the section dealing with the sale of vehicles. The Commission agreed that the owners of a residential property should be allowed to occasionally sell a vehicle that they own as long as it is properly parked on the lot.

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The Commission agreed that in addition to relaxing the parking lot standards, there should be a maximum allowable amount of parking that can be installed so that there are not large seas of unused parking spaces like there is at Meijer. The Commission also agreed on the following changes:

1. Keep the parking requirement for Libraries, Museums and Post Offices at 1 space for each 150 square feet of usable floor area.
2. For multiple family residential uses: Delete “3 for each dwelling unit containing 3 bedrooms” and change 2-bedrooms to 2 OR MORE bedrooms.
3. Change hardware store requirements from 1 for each 300 square feet of usable floor area to one for each 500 square feet of usable floor area.
4. Allow for relaxed landscape standards when porous pavement is used.
5. Add “in conjunction with other storm water management systems” between “waived” and “by” under item (O).

In addition to the above, the Commission asked that Ms. Stachowiak provide examples of parking lot capacities for shopping centers. The Commission also asked that Ms. Stachowiak provide the parking details for the Tim Horton’s project and provide standards for bicycle parking as well. Ms. Stachowiak said that she would make the changes and provide an updated document for the September meeting.

3. City Hall Building Discussion

Ms. Stachowiak stated that the purchase of Greenwood School will likely be on the September Planning Commission agenda for a recommendation to the Council.

Mr. Doty said that the Planning Commission needs to support the Council in its plans to get the police department out of the basement and provide a more suitable location for city hall. He said that the people he has spoke to in the Greenwood Elementary School neighborhood are supportive of the city purchasing the building and putting it back into use rather than just letting it sit there and continue to deteriorate. Mr. Doty said that there is going to be a walk-through of the building on the 15th and he or Ms. Stachowiak will email the Commissioners with the details.

Mr. Gute removed himself from the Planning Commission dais and spoke as a member of the public in regards to the matter. He said that the absolute fastest that the police department could possibly move into the school would be about one year. Mr. Gute spoke about the changes that would be required in order to convert the school to a municipal office building. He also spoke about use of the green space for a neighborhood park.

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Mr. Doty said that the purchase of Greenwood School would provide a very good opportunity for the city and the Commission needs to support, rather than discourage the Council from taking advantage of it.

Zoning Administrator's Report

Ms. Stachowiak stated that since there are going to be a number of updates to the Zoning Ordinance she is going to hold off on providing updated books to the Commission. She said that she will provide a list of the updates that have occurred thus far so that the Commission can add those to their existing ordinance books.

Zoning Board of Appeals Representative's Report

Mr. Graber said that he is glad the Commission is going through the ordinance and updating it as it will make the ZBA's job much easier in the future.

Mayor's Comments - Mayor Smith was not present.

Council Representative's Report - None

Comments from Commissioners

Mr. Doty thanked Council Member Bonofiglio for keeping the Council informed about Planning Commission matters. He also thanked Todd Gute for all of the hard work that he has done with regard to Greenwood School.

Mr. Doty asked about 308 Union and 111 W. Washington Avenue.

Ms. Stachowiak said that there is a great deal of junk and at least one junk vehicle at 308 Union Street. She said that this matter has been turned over to the city attorney. Ms. Stachowiak said that she has one of the city contractors cleaning up and mowing the lawn at 111 W. Washington as that is an abandoned property.

Mr. Graber thanked Mr. Bonofiglio for expressing Planning Commissions interest in the Greenwood School matter to the rest of the Council and for letting them know that the Commission is in the process of updating the zoning ordinance.

Chairman's Report

Mr. Stevens stated that Mr. Murray has resigned from the Commission and he thanked him for his many years of service to the community.

Mr. Stevens stated that there was a meeting with MDOT regarding the E. Jefferson Street project that the Commission was not aware of. He said that he spoke with Mr. Bayless about it and there is going to be another meeting coming up that the Commission will be advised about.

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Adjournment

Ms. Malekci made a motion, seconded by Ms. Lawrence to adjourn the meeting at 9:30 p.m. Motion carried.

Submitted By:

Susan Stachowiak
Recording Secretary

Ann Lawrence, Secretary
Planning Commissioner