

City of Grand Ledge
Planning Commission Meeting
Minutes from Meeting Held on
Thursday, December 4, 2012

Chairman Mike Stevens called the meeting to order at 7:00 p.m.

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

Pledge of Allegiance – Mr. Gute led those present in the pledge of allegiance.

Approval of the Agenda

Mr. Doty made a motion, seconded by Ms. Lawrence to approve the agenda as written. Motion carried 8 - 0.

Approval of the Minutes

Mr. Doty made a motion, seconded by Mr. Kane to approve the minutes from the regular meeting held on October 4, 2012, as printed. Motion carried 8 - 0.

Notice of Agenda Items Conflicts - None

Business from the Floor – None

NEW BUSINESS

Site Plan Review, 5607 E. Saginaw Highway, Vision Collision auto body shop

Ms. Stachowiak stated that the site plan is for the construction of a single story, 9,750 square foot, auto body shop building with related site improvements at 5607 E. Saginaw Highway. She stated that the site complies with the requirements of the zoning ordinance and with the conditions of the rezoning approval. Ms. Stachowiak stated that staff is recommending approval of the site plan with the standard conditions that it must comply with the applicable requirements of the City Engineer, Public Service Director and Fire Department reviews.

Mr. Graber asked about the reason for eliminating the 2 parking spaces.

Ms. Stachowiak stated that the purpose is to provide additional space for the berm. She also said that the recommendation includes continuing the landscape pattern along the west property line.

Mr. Doty questioned why the sidewalk does not extend along the private drive.

Ms. Stachowiak stated that the ordinance only requires sidewalk along public rights-of-way.

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Mr. Willobee asked if the easement referenced in Mr. Foster's letter has been executed.

Ms. Stachowiak stated that it has not yet been received.

Mr. Kane stated that the building is a pre-engineered metal building whereas the Dewitt Building is masonry. He said that one of the conditions of approval of the rezoning was that the building was to be very similar to the building in Dewitt. He said that the east and north walls are just insulated metal siding and therefore, the only masonry is on the south and west elevations. He said that as you approach Grand Ledge from the east, you are not going to see the masonry. He also said that there needs to be a 3rd bolster in the dumpster enclosure to prevent damage to the enclosure when the dumpsters are being emptied.

Troy Yensen, General Manager, Vision Collision, distributed a color elevation of the building and a photograph of what the fence will look like. He said that Vision Collision has a business model that is community oriented, respectful of its neighbors and environmentally responsible. Mr. Yensen said that Vision Collision does not collect junk cars and their parking lots look like any other business. He said that they will be mimicking many of the architectural elements of the medical building. In fact, the brick will be the same as what is being used for the medical building. He also said that Vision Collision uses water borne paint which reduces volatile emissions by over 85%. Vision Collision has reduced its hazardous waste reduction by over 70% at its other facilities and does not even qualify as a small quantity hazardous waste generator by the State of Michigan Dept. of Environmental Quality. All of its' locations have received exemptions from the EPA's new 6H laws designed to regulate the airborne release of volatile organic compounds and heavy metals because its PPG paint does not contain any of these compounds. With a combination of the water borne paint and the highly efficient paint booth, odors are virtually undetectable beyond 15 feet of the exhaust stack.

Troy Yensen said that the hours of operation will be 8-6, Monday through Friday. He said that Vision Collision supports local sport teams and schools and works with other local businesses to improve and help the local community.

Mr. Willobee asked about the brick being only on the south and west facades of the building.

Mr. Yensen said that their intent was to only have the brick on the sides of the building facing roads. He also said that the east and north facades are blocked by the existing vegetation that is already on the site.

Mr. Stevens said that this building is going to be the first building people see coming into Grand Ledge and the east façade will be visible from Saginaw Highway. He said that the trees could be removed.

Mr. Yensen said that they would be willing to extend the brick down the east façade of a building for a certain distance.

Mr. Gute asked Mr. Yensen to explain the materials on the building.

Mr. Yensen said that there is wood or concrete based siding, steel, brick and block. He said that it is consistent with the Dewitt building.

Mr. Stevens said that the south and west facades are very nice but it should be continued around the east side, to the south edge of the third overhead door/bay.

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Mr. Gute stated that he likes the idea of the swale in front of the building because it does not immediately dump into the storm water system. As it travels across grass, it is being filtered and cleaned before it goes into the storm system. He said that the civil engineer should look at it to ensure that it is done properly so that it works well and vegetation can still grow.

Mr. Yensen said that they were also considering some gravel or boulders to slow down the flow of the water. He also said that the fence will be 16 feet wide and it will have a wood sliding gate. He showed the Commission some photographs of some of the fences that they are considering. He said that the gate will match the rest of the fence. Mr. Yensen said that the fence will be a neutral color, although the fence will be mostly obscured by the berm and the landscaping.

Mr. Willobee said that the difference between this site and the Dewitt location is that this is a green site whereas, the Dewitt location previously contained a blighted Dunkin Donut's building and anything would have been better than what was there.

Mr. Gute encouraged the applicant to work on their own palate rather than feeling like they have to mimic other buildings in the area.

Mr. Kane made a motion, seconded by Mr. Doty to approve the site plan prepared by Kebs, Inc., dated November 15, 2012, is for the construction of a single story, 9,750 square foot, auto body shop building with related site improvements at 5607 E. Saginaw Highway, subject to compliance with the applicable items contained in the staff report and the following:

1. Compliance with the applicable items contained in the City Engineer's letter dated November 27, 2012 and the Public Service Director's letter;
2. Compliance with the items contained in the Grand Ledge Area Fire Department's letter dated November 30, 2012;
3. A 3rd bollard be added to the dumpster enclosure;
4. The façade pattern along the south elevation be continued around to the east elevation, just past the 3rd overhead door/bay; and
5. The wood fence and gate be of non-see-through construction.

On a roll call vote, the motion carried unanimously (8-0).

Storm Water Control Ordinance

Mr. Bayless stated that this emanates from the 1970 US Clear Water Act which, along with the US EPA has brought forward the Phase 2 Clean Water Requirements. Phase 1 was the improvements to the waste water treatment plan to eliminate the sanitary sewer overflows into the Grand River. With the 2000 US Census, Grand Ledge became part of the Lansing Metropolitan Urban Area and then became under the rule making of the Phase 2 requirements. Grand Ledge has been working with all municipalities in the Lansing area since about 2003. It becomes more and more complicated all the time and the City engaged Greg Minshall's services

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about one year ago when MDEQ reported that Grand Ledge was going to be audited for compliance with the Phase 2 requirements. Mr. Bayless said that he spoke with MDEQ today and they are very pleased that the Planning Commission is getting involved in this matter. The reason it is before the Planning Commission is because it affects site plan reviews. One of the violations of the storm water program is the failure to come up with a good post-construction control enforcement mechanism and that is what the proposed ordinance strives to achieve. The ordinance is not perfect as it contains a few editing errors but in order for Grand Ledge to comply with the law, the City needs to move forward with this ordinance. This ordinance was developed by the City Attorney with input from the state and other municipalities in the Lansing area. Mr. Minshall is already working on the application for the next 5 year permit. The permit allows Grand Ledge to discharge its storm water into the Grand River which is under the jurisdiction of the State. Mr. Bayless said that all communities in the area are moving forward in different ways but pretty much at the same pace.

Mr. Stevens asked if the proposed ordinance follows boilerplate language that all municipalities are utilizing.

Mr. Minshall said that the proposed ordinance does follow a template that is easily adapted to each community. He said that the State is simply stating that each municipality must have a mechanism in place to deal with the issues that Mr. Bayless mentioned. He said that the recommendation is to follow the proposed ordinance rather than develop some other rule making procedure or trying to amend several existing ordinances. The proposed ordinance is easy, very similar to other communities and it will comply with MDEQ since they already signed off on the ordinance for other municipalities.

Mr. Bayless said that he told MDEQ that this ordinance could be adopted in January and MDEQ told him that if it is done by May, the City would be doing really well.

Mr. Stevens said that every municipality has different regulations and it would be nice to have more continuity between one municipality and another.

Mr. Minshall said that the things in the ordinance are best management practices and that they are things that engineers would address in any good design. He also said that the city already implements a lot of these requirements. The problem is that there is no tracking right now.

Mr. Kane stated that he is categorically opposed to this. He said that the City can be fined if it does not comply with the ordinance. Mr. Kane said that he does not want the City of Grand Ledge to be one of the first ones to implement this ordinance but rather one of the last communities to do so. He said a designer is going to have a hard time implementing this and a reviewer will have an equally difficult time. He also said that the requirements are constantly changing.

Mr. Minshall said that the City will be in a 5 year cycle and will therefore, be set for that time frame. He said that at the end of 5 years, there will likely be more changes. He said that people are learning as they go along and the City of Grand Ledge was the first City in this area to be audited because Grand Ledge is small and is already fairly compliant.

Mr. Gute asked Mr. Minshall to review the highlights as to what is different from current practices.

Mr. Minshall stated that the change will be that when reviewing a site plan, there will be specific storm water treatment requirements that become part of the site plan design and review. Most site plan

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designers will incorporate these requirements any way, particularly those that work in Eaton or Ingham County. He said that detention will be sized not just for volume but for water quality. He also said that from a review standpoint, it should not take much more time. The cost should be very minimal and it should not cost much more to develop in Grand Ledge than anywhere else.

Mr. Willobee said that taking steps to ensure good water quality and being the first to do so is a good thing for Grand Ledge. As greenfield space begins to develop, it becomes even more important.

Mr. Minshall said that once every 5 years, the City Public Service Dept. has to go out and visually inspect every storm sewer and if there is any flow when there shouldn't be, they get caught and can be dealt with.

Mr. Kane said that he read the entire document and most of it is unnecessary and redundant, not to mention costly. He said that he is all for clean water, clean air, etc., but this is a horrible imposition on a municipality. Mr. Kane said that he is inclined to table this document indefinitely or the document should be significantly reduced. He stated that if this is not tabled, he will be voting no.

Ms. Stachowiak stated that the request this evening is to schedule a public hearing for January 3, 2013.

Mr. Doty made a motion, seconded by Ms. Malecki to schedule a public hearing on the proposed storm water management ordinance for January 3, 2013. On a roll call vote, the motion carried (5-3). Mr. Kane, Mr. Graber and Mr. Stevens cast the dissenting votes.

OLD BUSINESS

Todd Gute – Update on Greenwood School Renovation

Mr. Gute left the Commission desk and went to the podium. He stated that there will be a Christmas party at Greenwood School, at which several of the neighbors have been invited, where the plans for the School will be discussed. Mr. Gute said that the school is very strongly stating that they expect to be leaving the school at the end of the year. The first page that Mr. Gute presented is the site plan. He said that they expect to be presenting the site plan to the Commission in the next month or so. The police garage is a building addition to what is currently there, it will park 4 police cars and will include indoor storage, mostly for bicycles. He said that there are 16 police vehicles. He also said that one of the reasons for the garage is so that a suspect can be released from the police vehicle in an enclosed, controlled environment.

Mr. Gute said that there will be 18 parking spaces for staff parking. Visitors are not expected to park in the lot. The intent was to preserve green space and minimize the amount of on-site parking. He said that most of the police cars are on patrol, the DARE vehicle will be at the school and therefore, the proposed amount of on-site parking should be adequate. The parking lot empties onto Clinton Street. This traffic pattern was studied and it was felt that Clinton would be most appropriate. It is an arterial street, it is wider and already receives a fair amount of traffic. Also, there is a controllable blinking light at Clinton/Bridge so that they can stop traffic at the light just like the Fire Dept. does not. Mr. Gute said that the parking lot of the funeral home also allows them to have a clear view of the intersection. At the intersection of Clinton and Greenwood, there is a dashed, curved line shown on the plan. There is a proposal to modify this intersection to make it more safe, functional and efficient. He said that it will slow traffic down at this intersection.

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Mr. Gute said that there are no proposed changes to the parking conditions on any of the streets. There is currently parking on Main Street and Clinton Street, with the intention that the main entrance for the public will be at the north end of the building facing Clinton Street. The public entrance for the police dept. will be from Main Street. There is currently no on-street parking on the building side of Greenwood Street, although there is parking on the residential side. He said that there is a lot of parking around this building.

Mr. Gute said that there is a proposed sidewalk along the south side of the site as one does not currently exist in that location right now. He said that there they are going to work with the Police Dept. to determine where the basketball court should be located. Mr. Gute said that there will be handicap sidewalk entrances around the site and every entrance to the building will be handicap accessible.

Mr. Gute stated that the Council Chambers will be multi-functional as it can be used for formal meetings as well as receptions and it will look out over the courtyard.

Mr. Gute reviewed the floor plans for the building. He said that the lobby will contain a seating area and there will be several working areas. There will also be several enclosed offices for which walls would have to be constructed. The non-loadbearing walls will be taken down. Mr. Gute said that there is going to be another entrance on the far west side of the building where the building and zoning offices will be located.

Mr. Gute said that for the police department, there will be a door that goes directly from the garage to the evidence storage room. He said that this architecturally, leaves the exterior alone.

Mr. Gute said that there are 3 undesignated rooms at the northwest corner of the building that are labeled "class rooms". He said that they can be used for a multitude of community purposes.

Mr. Gute said that the dais will not be a perfect "U" but will be opened up a bit so that those sitting at the dais will have a better view of the audience. He said that there will be 40 chairs in the Chambers, all of which can be moved and none of which will have an obstructed view of the dais. He also said that the dais will seat 10 people. There will be a conference room right in the chambers that can be used for closed session meetings.

Mr. Doty asked about the gym and the stage.

Mr. Gute said that there are no plans for the gym and the stage at this point.

Mr. Doty asked that they be made handicap accessible.

Mr. Stevens asked if Mr. Gute has started working on the exterior of the building.

Mr. Gute said that he has not because the focus so far has been on the floor plan and the entrances.

Zoning Ordinance Amendment – Waste Receptacles

Ms. Stachowiak stated that this matter was referred back to the Commission by the City Council because of a concern about requiring a pedestrian entrance for all dumpster enclosures. It was felt that the City

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should not mandate a pedestrian entrance but rather just allow for it and leave it up to the owner as to whether they want to install one or not. To that end, Ms. Stachowiak changed item "D" to read:

"WASTE RECEPTACLE ENCLOSURES MAY HAVE A MAZE STYLE PEDESTRIAN ENTRANCE OR A PEDESTRIAN ENTRANCE WITH AN OPAQUE ACCESS GATE."

Mr. Graber asked what would happen if the Commission just refers it back to the City Council without changing it to make pedestrian entrances an option rather than a mandate.

Ms. Stachowiak said that it may fail completely if this change is not made.

The Commission agreed that a pedestrian entrance makes sense but this issue is not important enough to allow the entire ordinance to fail.

Mr. Willobee made a motion, seconded by Mr. Graber to approve the revised ordinance amendment allowing pedestrian entrances on dumpster enclosures as an option rather than a mandate. On a roll call vote, the motion carried (6-1). Mr. Kane cast the dissenting vote.

Zoning Ordinance Amendments – Recreational Vehicles

Ms. Malecki said that the Commission should postpone any further discussion or action on this matter until Spring. She said that a lot of people who own recreational vehicles are out of state for the winter and it would not be appropriate to deal with an ordinance that directly affects them until they can provide input.

The Commission agreed to postpone anything further regarding this ordinance until Spring.

Zoning Ordinance Amendments – Exterior Lighting

The Commission agreed to delay discussion on this matter until the next meeting when Mr. Gute is present.

2013 Meeting Schedule

Mr. Doty made a motion, seconded by Ms. Malecki to approve the 2013 meeting schedule as printed. On a voice vote, the motion carried unanimously (7-0).

OTHER BUSINESS

Joint Planning Committee Report

Mr. Doty stated that he and Mr. Kane attended the last 2 Finance Committee meetings. He said that the City is moving forward with the Parks and Recreation Master Plan and the consultant will seek input from the Planning Committee. He said that Greg Minshall will be looking into the Dam and talking to the State regarding options such as using bolders instead of a typical dam. Mr. Doty said that it would result in lowering the river about one foot. Another option is to change the number of locks from 6 to 3 which

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would cost about \$200,000 to \$250,000. He also said that Dimondale, Williamston and Chesaning, among others, have all utilized bolders in lieu of a dam.

Review of Violation Report

Mr. Doty stated that there is a lot of junk on the property at 800 N. Clinton Street.

Mr. Graber stated that there is still an issue of the 2 fences located right next to each other at 1201 DeGroff Street.

Ms. Stachowiak stated that she would look into both of these matters.

Zoning Administrator's Report - None

Zoning Board of Appeals Representative's Report - None

Council Representative's Report - None

Mayor's Comments

Mayor Smith stated that the City is in the process of installing the new street signs which was an unfunded mandate by the State of Michigan, from the Federal Government. He said that the City will be installing about 50 new signs each year until finished. Mayor Smith stated that the signs look good and are easier to read. He also said that the signs will be sold on a first come, first serve basis.

Mayor Smith spoke about an issue with the utility billing and stating that the City is seeking a solution to the problem.

Mr. Stevens asked about the sidewalk in front of McDonalds.

Mayor Smith stated that at the time it seemed easier to get an easement for the walkway but it has been very difficult to work through the McDonald's bureaucracy. Just as the contractors were finished for the season, McDonald's over-nighted the easement documents. Since then, Larry LaHaie has been working to get the contractor back but at this point, it may have to be graveled.

Mayor Smith said that everyone on the Commission is doing a great job and he intends to reappoint everyone. However, if anyone is interested in resigning, he has a couple of people who would really like to be on the Commission.

Comments from Commissioners

Mr. Willobee said that it is worth visiting the Grand Adventure Facebook page as there are great photographs on there of the City.

Mr. Doty said that MDOT did a great job. They did the striping at the intersection and by the Church. The left turn land at Jefferson and Clinton has been striped as well. Mr. Doty wished everyone a Merry Christmas and a Happy New Year.

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Mr. Stevens said that it is great to see 3 lanes on Jefferson Street finally come to fruition. He said that it is a lot quieter with the asphalt versus the concrete.

Mayor Smith stated that it has been recommended by the Police Dept. and Larry LaHaie that Jenne Street be restriped to have a left turn lane. He said that there are some issues and it has been delayed until Spring.

Mr. Kane stated that the Jefferson/Clinton/Willow intersection is functioning must better but there are black tire marks against the curb because the turn is a little bit too tight.

Mr. Graber stated that he is a Friends' of the Library officer and once a month they have a sale at the Library on Friday night. The sale has generated about \$3,900 per year which has paid for chairs, carpeting, etc. He said that the kids section is very popular.

Chairman's Report

Mr. Stevens stated that he is very excited about the new city hall and that he is looking forward to seeing everyone next week.

Mr. Stevens said that Don Keller's building is for sale on N. Bridge Street.

Mr. Stevens said that Chuck Pantera is raising money for a new projector and he has already raised \$10,000.

Adjournment

Ms. Lawrence made a motion, seconded by Mr. Doty to adjourn the meeting at 9:40 p.m.

Submitted By:

Susan Stachowiak
Zoning Administrator

Ann Lawrence, Secretary
Planning Commissioner