City of Grand Ledge
Planning Commission Meeting
Minutes from Meeting Held on
Thursday, September 10, 2015

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

Attendance - Present: Mike Stevens, Bill Kane, Jamie Malecki, Todd Gute, Lynne MacDowell, Steve Baribeau & Matt Salmon. Also present: Zoning Administrator Sue Stachowiak & Council Representative Keith Mulder. Absent: Eric Morris.

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

Approval of the Agenda

Mr. Kane made a motion, seconded by Mr. Baribeau to approve the agenda as printed. On a voice vote, the motion carried 8-0.

Approval of the Minutes

Mr. Baribeau made a motion, seconded by Mr. Gute to approve the August 6, 2015 minutes as printed. On a voice vote, the motion carried 8-0.

Notice of Agenda Items Conflicts - None

Business from the Floor - None

NEW BUSINESS

Zoning for Gilbert 425 Annexation Property

Ms. Stachowiak stated that 4 parcels were recently annexed into the City from Oneida Township via a 425 Agreement. A 425 agreement is a temporary (up to 50 years) transfer of property from one jurisdiction to another that includes revenue sharing between the 2 affected municipalities. In this case, the agreement is for a term of 50 years and requires that the City annually remit 1 mill on all real and personal property generated by the annexed property to Oneida Township.

Ms. Stachowiak said that Section 220-9 of the Zoning Ordinance states:

> "Any area annexed to the City of Grand Ledge shall, immediately upon such annexation, be automatically classified as an AG Agricultural District, until a zoning map for said area has been adopted by the City Council. The Planning Commission shall recommend appropriate zoning for such area within three months after the matter is referred by the City Council."

Ms. Stachowiak said that there is no specific development plan for the property at this time. The owner has informally requested R-MD, Single Family Residential zoning for the 2 parcels on the south side of Old Saginaw Highway (comprising 152.28 acres) and B-1, Highway Service district zoning for the 2 parcels between Saginaw Highway and Old Saginaw Highway.

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Ms. Stachowiak said that with respect to the 2 parcels between new and old Saginaw Highway, the closest nonresidential zoning to the subject property is the "B-1" district for the Bader & Sons property at the northwest and northeast corners of Saginaw & Old Mill Pond Road. Since there is already a presence of "B-1" zoning in the area, the request to rezone parcels A and B on the attached aerial photographs for "B-1" zoning as well seems to have merit. The primary uses permitted in the "B-1" zoning district are retail and office uses, restaurants, gas stations, car washes, light automobile repair facilities and financial institutions. Ms. Stachowiak said that the area requested for "B-1" zoning will directly adjoin one single family residential parcel to the west and 2 existing single family residential uses located on the south side of Old Saginaw Highway. She said that while some of the uses permitted under the "B-1" district could produce additional noise in the area and traffic along Old Saginaw Highway, any negative impacts on the surrounding residential uses could be significantly mitigated through landscape, screening and buffering and proper access management. She stated that development of the site(s) will require site plan review and approval by the Planning Commission at which time all of the matters will be considered. Ms. Stachowiak said that the Zoning Ordinance contains noise restrictions, will require that lighting is shielded to prevent glare across property lines and will require landscape, screening and buffering is required along all property lines adjacent to a public right-of-way and all property lines adjacent to residential uses. She said that there may be an issue with obtaining direct access onto Saginaw Highway, however, that decision will be made by the Michigan Department of Transportation.

Ms. Stachowiak said that the property owner intends to construct single family residential homes on the 2 parcels south of Old Saginaw Highway. She said that this can be accomplished through the site condominium or the subdivision process. Both of these types of development will require site plan review and approval by the City Council, after review and recommendation by the Planning Commission. She also said that they must comply with all the development standards of the Zoning Ordinance and Subdivision Ordinance which are briefly outlined in the staff report for this matter.

Ms. Stachowiak stated that this matter is on the agenda just for discussion at this meeting but if the Commission is in agreement with the proposing zoning designations for the annexed property, a public hearing can be scheduled for the October meeting. She said that by the terms of the 425 Agreement, Oneida Township is to be provided notice and given an opportunity to comment at all public hearings regarding zoning matters involving the subject property.

Mr. Doty said that he likes the zoning proposal. He also said that this annexation is positive for the City, particularly since it is contiguous to our existing boundaries.

Mr. Kane stated that he thinks this is great for the City, although he does have a few questions. He asked why the term of the agreement is 50 years and why the City must share revenue with the Township.

Ms. Stachowiak said that pretty much all 425 annexation agreements are for a period of 50 years as that is the maximum term provided for in the legislation governing 425 agreements.

Mr. Mulder said that the revenue sharing is a standard part of a 425 agreement. It means that the City must give 1 mill to the Township every year for 50 years and then it stops.

DRAFT

Mr. Kane said that the Commission sent a letter to the school before the last millage vote supporting an access road from the school property to M-43. He said that he assumes that the school has had discussions with MDOT about this matter. Mr. Kane said that the best place to would be for the drive to align with the road by E.T. MacKenzie, which is also the beginning of the speedway on M-43.

Mr. Stevens said that the "B-1" zoning seems to make sense. He also said that there have been some discussions about multi-family residential in the City as of late and this may be a good location for that as well. He stated that it would provide a transition between the highway and the lower density residential zoning to the south.

Mr. Mulder said that the "B-1" zoning seems to be the best zoning for the 2 parcels to the north. He said that multiple family residential in that area may complicate things. He also said that aligning the streets would allow for a traffic signal which would make it a much safer situation. Mr. Mulder said that the school can get access to M-43 easier than the City or anyone else can.

Mr. Gute said that the "B-1" zoning, with a traffic light seems to make sense. He asked Mr. Gilbert about the possibility of a connection between Woodview Estates and the subdivision to its east so that there would be another access to the subdivision, particularly for emergency vehicles. He said that it would not be used as a cut through as it would be too inconvenient for people.

Mr. Gilbert said that there is a stub street that could be extended to provide for such a connection.

Mr. Stevens asked about the number of units that Mr. Gilbert is proposing.

Mr. Gilbert said that there will be at least 2 units per acre.

Mr. Stevens said that Mr. Gilbert has a history of building good quality upscale houses.

Mr. Mulder said that the City has to continue to grow and so that there is additional tax revenue to support the City infrastructure systems.

Mr. Kane stated that he has a number of questions about the 425 agreement. He also said that the City has a lot of bond issue debt to pay for utilities. He asked if any of it will be transferred to the Township.

Ms. Stachowiak said that she does not know the answers but maybe Adam Smith could attend the next meeting to address Mr. Kane's questions.

Mr. Mulder said that the City will still be responsible for all of its own debt. He also said that the City gets all of the new tax revenue, except for the 1 mill that it must give the Township. Mr. Mulder said that the additional revenue generated by the property will help pay the City's debt.

Mr. Gilbert said that all infrastructure costs to serve the next development will be borne by the developer.

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Mr. Kane said that he thinks the annexation is great for the City. He said as the Commission continues to update the Master Plan and Zoning Ordinance, it should consider higher density residential closer to the downtown where it would help to foster a walkable community.

Mr. Stevens said that the proposed development of the Gilbert property will be more traditional "suburban" development. He said that while it will not be a very "walkable" development, the City can focus on connectivity between it and the rest of the City.

Ms. Stachowiak stated that she will schedule the public hearing for the October 1st meeting.

Mr. Salman asked if Ms. Stachowiak is anticipating any issues from the public as regards this matter.

Ms. Stachowiak said that she is not anticipating anything at this point. She said that the R-MD is the only zoning that makes sense for the 2 parcels to the south. With regard to the B-1 zoning for the 2 parcels to the north, there may be some concerns from the immediate surrounding residential property owners with regard to traffic, noise, lighting, etc., however, the City has ordinances to deal with all of those issues and to make sure that new development does not negatively impact surrounding residential uses.

OLD BUSINESS

Zoning Ordinance Amendments – Section 220-35- Accessory Structures & Bed & Breakfast facilities in the CBD District

Ms. Stachowiak said that the Commission has been asked to look into establishing some regulations on accessory structures in the downtown in response to the unattractive smoker/enclosure that went up behind MacDowell's building, next to the upcoming BBQ restaurant. She said the ordinance right now just allows accessory buildings without restriction.

Ms. Malecki said that the smoke from these BBQ smokers causing people to have to keep their windows closed.

Mr. Mulder said that the container in the downtown does its job in that it contains the smoke.

Mr. Gute said that these smokers do not have to be in accessory structures. He said that they can be located inside the buildings.

Mr. Mulder said that the City is working on a land swap with Mr. Gentilozzi wherein the canopy at the former bank building will be removed and the shed will be relocated so that it is not directly behind the MacDowell's building. He said that the DDA approved the funding for the swap and the deeds are being transferred. Mr. Mulder said that he believes that if a person owns property, they should be able to put an accessory building on it.

Ms. Stachowiak said that the intent is to allow accessory structures but under conditions designed to ensure that they fit in with the downtown and do not negatively impact the other businesses in the downtown.

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Mr. Kane stated that the DDA Façade Committee typically meets to review projects that the DDA is contributing funding towards. He asked what the plan that Mr. Gentilozzi provides would do to the library parking lot as it sticks out approximately 30 feet from the back of the building. He also asked how the old bank canopy area will be useful to the parking lot.

Mr. Mulder said that the 30 foot area will be entirely within Mr. Gentilozzi's property. He also said that the canopy area will be used to provide access from the parking lot to W. Jefferson Street. Mr. Mulder said that the changes will go to the façade committee.

Mr. Gute suggested getting input from the DDA on the ordinance changes before finalizing and making a recommendation to the City Council.

Ms. Stachowiak stated that there has been a couple of inquires over the past few months about utilizing all or a portion of some buildings in the downtown for overnight lodging. She said that they would not be considered a "bed and breakfast" because they would not be a single family home and the owner would not live in the building. A B&B is defined as:

> "A secondary use which is subordinate to the principal use of a dwelling unit as a single-family dwelling unit and a use in which transient guests are provided a sleeping room and board in return for payment."

Ms. Stachowiak said that B&B's are only permitted in the R-MD, Single Family Residential district. She said that in the proposed ordinance she refers to them as boarding or lodging house rather than motels or hotels.

Mr. Baribeau said that if they are not a B&B, they are a motel/hotel by definition.

Ms. Stachowiak stated that the definition of a motel/hotel is:

> "A series of attached, semidetached or detached rental units containing a bedroom, bathroom and closet space. Units shall provide for overnight lodging and are offered to the public for compensation, and shall cater primarily to the public traveling by motor vehicles, and may contain a general kitchen and public dining room for the use of the occupants and other passersby."

Ms. Stachowiak said that the person asking about utilizing a portion of the former church building at 205 W. Scott Street referred to it as a "boutique hotel". She said that the people staying at the inn will need a place to park which is why one of the conditions is that one on-site parking space must be provided for each room. The other condition is that 24 on-site management is provided when one or more of the rooms are occupied.

Mr. Gute said that he stayed in on in Rockport Massachusetts that was very nice.

The Commission decided that overnight stay should be permitted in the downtown area both as a bed and breakfast and as a "boutique hotel".

DRAFT

Ms. Stachowiak said that she would revise the proposed ordinance amendments and bring them back to the Commission at the next meeting.

Master Plan Update

Ms. Stachowiak reviewed the changes she made to Chapter 1 and about ½ of Chapter 2.

Mr. Stevens said that "… and the ledges." should be added to the end of item number 7 near the bottom of page 2.

Mr. Kane stated that "Planning Commission, Parks & Recreation Commission and the Eaton County Parks and Recreation Commission" should be added to the first paragraph on page 3.

Mr. Kane stated that "City officials" in paragraph 2 on page 3 should be explained.

Mr. Kane stated that the second paragraph on page 6 should state that the projected increase of 7% is for Grand Ledge, rather than the entire tri-county region.

Mr. Doty said that the paragraph under "Economics" on page 8 is incomplete.

Ms. Stachowiak said that she would put the percentages on the pie chart on page 9.

Mr. Stevens said that the median housing value on page 9 for Dewitt seems too low.

Mr. Doty pointed out an error under "Housing" on page 9 "2010m".

Mr. Kane stated that line 6 under "Single and Two-Family Residential" on page 11 should be "1900's" rather than 1990's".

Ms. Stachowiak said that she would make the changes and bring them back to the Commission at the next meeting.

Mr. Kane stated that the Commission's recommendation with regard to the dam needs to be included in the Plan.

Ms. Stachowiak said that the future land use for the newly annexed property, the Jaycee Park Master Plan and the Riverwalk plan also need to be included.

Mr. Kane stated that the Commission should seek public input on the changes once the Commission has gotten through the entire document before adopting the revised plan.

OTHER BUSINESS

Joint Planning Committee Report

DRAFT

Mr. Doty said that the Committee will be meeting on Tuesday, September 15th.

River Park Master Plan from Rounds property to Fitzgerald Park - None

Mr. Mulder said that the City is moving forward and getting close to finalizing the purchase. He said that everyone is being moved out of the Scout building and into City Hall, after which the Scout building will be demolished.

Zoning Administrator's Report - None

Zoning Board of Appeals Representative's Report

Ms. MacDowell stated that The Zoning Board of Appeals will meet on September 17, 2015 to consider a variance request for a 6 foot fence in the front yard at 609 Liberty Street.

Council Representative's Report

Mr. Mulder said that the old City Hall building has been sold and they may want to have a shed or other accessory structure on the property. He said that they have already started renovations on the building for the brew pub. Mr. Mulder said that the credit goes to Adam Smith for handling this deal so well for the City.

Mayor's Report - None

Comments from Commissioner's

Ms. Malecki said that she will have to miss the October meeting.

Mr. Doty said that he went out to Meadow Woods Subdivision and the new road is already in. Everything looks very neat and clean.

Mr. Doty said that the Joe Gentilozzi purchased the former McDonald's property on S. Clinton. He said that he will be constructing a new building for Family Dollar.

Comments from Chairman - None

Adjournment

Ms. Malecki made a motion, seconded by Mr. Gute to adjourn the meeting at 8:45 p.m. On a voice vote, the motion carried unanimously (8-0).

Submitted By:

Susan Stachowiak
Zoning Administrator

Jamie Malecki, Secretary
Planning Commissioner

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