

City of Grand Ledge
Planning Commission Meeting
Minutes from Meeting Held on
Thursday, March 3, 2016

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

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

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

Approval of the Agenda

Mr. Doty made a motion, seconded by Mr. Gute to approve the agenda as printed. On a voice vote, the motion carried 6-0.

Approval of the Minutes

Mr. Gute made a motion, seconded by Mr. Salmon to approve the February 4, 2016 minutes, as printed. On a voice vote, the motion carried 6-0.

Notice of Agenda Items Conflicts - None

Business from the Floor - None

NEW BUSINESS

1. Public Hearing – Preliminary Plat, Phase 5, Fieldstone Subdivision

Ms. Stachowiak said that the first 4 phases of Fieldstone Subdivision are located in Oneida Township. The subject property, along with the properties to its north and west, were annexed into the City of Grand Ledge in 2015. The proposed phase 5 is merely an extension of the existing subdivision from where it current ends at the north terminus of Stone Bluff Drive. This phase will complete the subdivision as it was designed in the original preliminary plat.

Ms. Stachowiak said that the preliminary plat demonstrates compliance with all applicable requirements of the Subdivision Ordinance and the Zoning Ordinance. She said that Fieldstone Subdivision has already received the necessary preliminary plat approvals from the various State and County agencies required by Sections 113 through 118 of the State of Michigan Land Division Act (P.A. 288 of 1967), as amended. Ms. Stachowiak said that the City Engineer's noted a few technical details that need to be changed on the plat. None of the changes would affect the layout of the plat.

Ms. Stachowiak said that approval of the preliminary plat allows the subdivider to proceed with the preparation of a final plat, which must conform substantially to the approved preliminary

plat. Although preliminary plat approval does not constitute approval of the final plat, it is considered approval of the layout which serves as a guide to the preparation of a final plat. Construction plans for the utilities and streets must be reviewed and approved by the City Engineer, Public Service District and Fire Department prior to installation of any infrastructure improvements.

Ms. Stachowiak said that staff is recommending approval of the preliminary plat with the condition that the items contained in the City Engineer's letter are addressed. She also said that Planning Commission's approval is advisory with respect to plats. Ms. Stachowiak said that City Council has final authority over the approval of plats.

Mr. Steven opened the public hearing at 7:05 p.m.

Larry Bryant, Kebs, Inc., stated that he prepared the plats for the first four phases of Fieldstone Subdivision as well. He said that Phase 5 will complete Fieldstone Subdivision. Mr. Bryant stated that Mr. Gilbert intends to start construction on Phase 5 as soon as possible.

Seeing no one else wishing to speak, Mr. Stevens closed the public hearing at 7:06 p.m.

Mr. Salmon asked if this phase will connect to Arrowhead.

Ms. Stachowiak stated that it will connect to Arrowhead, via Silver Leaf Drive.

Mr. Gute asked about sidewalk along Saginaw.

Mr. Stachowiak said that it would be required.

Mr. Gute said that at a minimum, the sidewalk along Stone Bluff should be extended to the north to connect with Saginaw. He said that this is a nice area to ride bikes in the street because it is a low traffic area. He also said that he is glad that there will now be a second outlet to this neighborhood.

Mr. Kane questioned whether lots 128 and 129 should be rotated 90 degrees.

Ms. Stachowiak said that the developer has the option of orienting the houses on the corners to either street. She also said that buffering is not required along the Saginaw road frontage.

Mr. Doty made a motion, seconded by Ms. MacDowell to recommend approval of the Preliminary Plat for Phase 5 of Fieldstone Subdivision (lots 121-132), as depicted on the plan dated 1/27/2016, with the following conditions:

- 1. Sidewalk, as required by City Ordinance No. 173, must be provided in the Saginaw Highway right-of-way north of Lots 127, 128 & 129; and**

2. **Compliance with the conditions contained in the City Engineer's letter dated 2/8/2016."**

On a roll call vote (6-0), the motion carried unanimously.

2. **Site Plan Review – Capitol Bedding Company, Inc., Winstanley Blvd.**

Ms. Stachowiak said that the site plan is for the construction of a 38,072 square foot manufacturing building with related site improvements on the vacant site located immediately west of the Lowes Distribution Warehouse in the Grand Ledge Willis Industrial Park.

Ms. Stachowiak said that while the landscape plan does not contain the amount of shrubs and trees required under the new landscape ordinance, it is consistent with the landscaping on the existing sites in the Industrial Park which were developed under the previous landscape ordinance. Ms. Stachowiak recommended that the landscape plan be accepted as submitted, particularly since the site is located in an industrial park.

Ms. Stachowiak stated that the only other issue is sidewalk. She said that since Winstanley Drive is a public street, a 5 foot wide sidewalk must be constructed along the entire frontage of the site. She also said that the Planning Commission does not have the authority to waive the sidewalk requirement.

Mr. Mulder asked if the existing sites in the industrial park have sidewalk.

Mr. Smith stated that the existing sites in the industrial park do have sidewalk as required by City Ordinance. He also said that the goal is to fully develop the industrial park which, when completed, will hopefully have 100's, if not 1,000's of employees. Mr. Smith said that sidewalk is very important as it encourages physical fitness and provides a safe area for employees to walk.

Mr. Kane said that he is glad to see the industrial park coming back to life but he is concerned about requiring sidewalk in an industrial park as it just does not seem necessary. He also said that with regard to curb and gutter, there is already at least one site in the park that does not have curb and gutter. He said that rolled curb may be better as straight-back curb can be a real pain for snow removal.

Ms. Stachowiak said that the City has approved rolled curb for other sites, including McDonald's and the parking lot extension for the office addition at 403 S. Clinton Street.

Mr. Kane asked about the site still having to be approved by the LDFA Architectural Control Committee.

Mr. Smith stated that the Covenants do not require approval by an Architectural Control

Planning Commission Minutes

March 3, 2016

Page 4

Committee. He said that Planning Commission's approval is sufficient to comply with the Covenants.

Mr. Kane said that the Covenants should be made clearer in this regard as it does not state that approval by the Architectural Control Committee is not required. He also said that there are 2 different building facades included with the site plan. Mr. Kane said that the masonry exterior seems to fit in better with the industrial park.

Brock Mellema, FCC, Inc. stated that he is the project manager. He said that they provided 2 options for the building façade and while the final decision as to which one to utilize has not been made, they are leaning towards the one with the masonry façade. Mr. Mellema said that the cost is the primary factor.

Mr. Salmon said that landscaping can become a problem from a law enforcement standpoint because as it grows, it provides a hiding place. He said that the lighting is very good but the potential for concealment by the plant materials could make the site a target for crime. Mr. Salmon said that he is just saying that security needs to be taken into consideration.

Mr. Gute welcomed Capitol Bedding into the community. He asked if this will be their only location or if they will continue to operate from their current site as well.

Bill Barley, Capitol Bedding Inc., owner, said that they are relocating the business from its current site in Lansing. He said that the site in Lansing will be closed. Mr. Barley said that the existing building is no longer large enough for their operations. He said that the proposed building is what he can afford at this time. Mr. Barley said that he is setting the business up for his daughter to take it over and she will be the one that selects the façade from the 2 designs that were provided to the Commission. He stated that they make beds and mattresses and the employees all spend most of their time in the shop rather than the office.

Mr. Gute said that he is supportive of giving the developer the option of rolled or standard curb around the parking lot.

Mr. Barley said that they would prefer to only have curbing at the entrances and not around the parking lot.

Mr. Stevens said that the Planning Commission is in the process of updating its ordinances and the requirement for parking lot curbs may need to be reconsidered. He said that the Commission needs to show consistency.

Mr. Gute said that in an industrial park where there is a lot of open space, it is ecologically responsible to allow the storm water to clean itself as it sheet flows into the drainage system.

Mr. Salmon said that consistency is important but if a change can be made for the better, it should be permitted.

Mr. Gute said that while he likes the dumpster location, the drivers that come to empty it may not as there is a long distance for them to back up.

Ms. Stachowiak stated that staff is recommending approval of the site plan subject to compliance with the applicable items contained in the City Engineer's letter dated February 17, 2016 and the Grand Ledge Area Fire Department's letter dated February 9, 2016.

Mr. Doty made a motion that the City of Grand Ledge Planning Commission approve the site plan prepared by Exxel Engineering, Inc., dated January 8, 2016, for the construction of a 38,072 square foot manufacturing building with related site improvements on the vacant site located immediately west of the Lowes Distribution Warehouse in the Grand Ledge Willis Industrial Park, subject to compliance with the applicable items contained in the staff report, the City Engineer's letter dated February 17, 2016 and the Grand Ledge Area Fire Department's letter dated February 9, 2016. On a roll call vote (6-0), the motion carried unanimously.

3. Master Plan Update – Chapter 4, Transportation Plan

Ms. Stachowiak reviewed the change she made to the document since the last meeting. She said that she would like to review the maps that relate to Chapter 4 before we move on to Chapter 5.

Map 5, Transportation Issues:

The Commission agreed to removed items 3 through 6 under the "Legend".

The Commission agreed to add "Traffic Calming in the Downtown/Bridge" and "Median/Boulevard from M-100 to the East City Limits).

Map 6, Future Street Improvements:

The Commission agreed to remove the vehicular crossing from North to South Clinton Streets.

The Commission agreed to show a street connection from the School property to M-43. Ms. Stachowiak said that she would contact the School to get the location that was proposed when the School was seeking a millage for this and other improvements.

Ms. Stachowiak asked about a street connecting Oneida Hills Blvd. to Charlevoix Drive through the property at 1093 Charlevoix Drive (Bye Insurance).

Mr. Kane said that this street was shown on the street plan at one time but the neighbors were unhappy with it as they were concerned about cut-through traffic.

Planning Commission Minutes

March 3, 2016

Page 6

Mr. Gute said that the City's transportation system is characterized by a series of inter-connective streets.

Ms. Stachowiak said that most people would not find it convenient to cut through Candlewood Estates to get to Clinton or Willow Highway.

After discussion, the Commission decided to put a street connection from Oneida Hills Blvd. to Charlevoix Drive in the street plan.

Map 7, Non-Motorized Pathway Plan:

The Commission agreed to remove the pathways from Charlevoix Drive and from the South Access Road.

The Commission agreed to show the connection from the Island to the Riverwalk.

Ms. Stachowiak stated that she would show the existing pathways on the plan.

Chapter 4 Text:

Mr. Stevens said that the word "improve" in the first line on page 47 should be changed to "expand and enhance".

Mr. Doty pointed out that the word "several" should be removed from the bottom of page 46. He also pointed out that "calming" is spelled "clamming" in the first line of paragraph 5 on page 52.

Mr. Stevens said that "devices" is misspelled on pages 50 and 53. He also pointed out that the word "turning" is misspelled in the last line of page 56.

The Commission agreed that the last paragraph on page 56 should state that the new road should align with the Gilbert Annexation property.

The Commission agreed that the last line in the last line of paragraph 4 on page 50 needs to be rewritten.

Ms. Stachowiak said that she would make the necessary changes from this meeting and the Commission can start reviewing Chapter 5 at the next meeting. She said that the Commission is on pace to have the entire document updated and adopted by the end of the year.

4. Zoning Ordinance Amendments – Article V, R-LD, R-MD: One Family Residential Districts

Ms. Stachowiak stated that she removed the 3rd criterion that would have been necessary for a parcel of land to qualify for high density single family residential use. This criterion was:

“The site is irregular in size, shape, topography or some other physical feature that makes development under the one-family low density residential site condominium option not reasonably practical.”

Ms. Stachowiak said that the density and minimum lot sizes still need to be worked out. She also said that she added a clause that prohibits garages from extending any closer to the street than the front wall of the house. Ms. Stachowiak said that this may be problematic, however, on smaller lots. She said that most people are going to want an attached garage and architecturally, it may have to extend beyond the front wall of the house.

Ms. Stachowiak stated that she would continue to work on the ordinance and will prepare some sketches that demonstrate how the proposed ordinance would look like for an actual parcel of land.

OTHER BUSINESS

Joint Planning Committee Report

Mr. Doty stated that the Committee will meet on March 10, 2016.

Zoning Administrator's Report - None

Zoning Board of Appeals Representative's Report

Ms. MacDowell said that the ZBA did not meet in February.

Council Representative's Report

Mr. Mulder thanked everyone for their participation on the Commission.

Mayor's Report - None

Comments from Commissioner's

Mr. Doty said that the City Administrator has stated that the boat launch will not include a parking lot. He stated that the City Administrator has said that there is not a need to construct a new parking lot in the floodplain when there is other parking available in the area.

Mr. Stevens said that it is a mistake to construct the new boat launch and not provide parking. He said that the reason for obtaining the Rounds property was to provide room for a better boat launch. The other Commissioners agreed.

Mr. Mulder said that the final decisions have not been made yet with regard to the boat launch.

Comments from Chairman

Mr. Stevens thanked everyone for attending and said that it is nice to see the improvements being made to the former city hall.

Adjournment

Mr. Stevens adjourned the meeting at 8:40 p.m.

Submitted By:

Susan Stachowiak
Zoning Administrator

Lynne MacDowell, Secretary
Planning Commission