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Minutes of the Regular Meeting
of the Planning Commission
Tuesday, January 23, 2018

1. Call to Order

Chairman Tom Germayne called the regular meeting to order at 7:00 p.m.

2. Pledge of Allegiance

Chairman Tom Germayne led the Pledge of Allegiance.

3. Roll Call

Present: Chairman Tom Germayne, John Lengemann, Mike Romine, Stu Davis, and Ted Sadler

Absent: Mayor Walt Barga and Jason Schwab

Also Present: City Manager Tom Youatt, City Clerk/Treasurer Lynn Eutsler, Lori Ettema from Spicer Group, Gary DeShano from DeShano Development Company, Manhal Botrus of Alrais Group LLC and one member of the media.

4. Approval of Agenda

Moved by Davis, seconded by Romine, to approve the agenda as presented.

Motion Carried 5 – yeas; 0 - nays

5. Approval of Minutes

Moved by Davis, seconded by Germayne, to approve the minutes of the Regular Meeting held Tuesday, November 28, 2017 and minutes for the Regular Meeting held January 27, 2015. **Motion Carried 5 – yeas; 0 – nays**

6. Citizens From the Floor – None

7. Public Hearing

A. Special Land Use Request – 546 N. Cedar Street, I19-74-100-000-00

Moved by Davis, seconded by Sadler, to accept and approve all notices and publications for the public hearing.

Motion Carried 5 – yeas; 0 – nays

Chairman Germayne opened the public hearing at 7:05 p.m.

Manhal Botrus from Alrais Group LLC addressed the Commission stating he was here to ask for a Special Land Use for a used car dealership at his property at 546 N. Cedar Street. Mr. Botrus stated it would be to the left side and back by the closed car wash. Mr. Botrus explained phase II would be turning the car wash into an automotive repair shop.

DRAFT

The Commission discussed different aspects of the project with the Mr. Botrus, City Manager Tom Youatt and Lori Ettema from Spicer Group. Chairman stated to Mr. Botrus he will need a detailed site plan and Mr. Botrus can talk to the City Manager Tom Youatt to find out everything he will need for the next step.

Chairman Germaine closed the public hearing at 7:15 p.m.

Motion by Davis, seconded by Romine to approve the Special Land Use Request for 546 N. Cedar Street, as presented.

ROLL CALL VOTE

Yeas: Lengemann, Romine, Davis, Sadler, Germaine

Nays: None

Motion Carried 5 – yeas; 0 – nays

8. Old Business

A. Site Plan Review – DeShano Development Corporation – 1839 S. Almont Avenue Parcel ID# I19-85-244-040-00

Lori Ettema from Spicer Group stated she would go through the list of items from page 6 of the previous site plan to address what has been done.

1. The 180' variance for the length of building – Approved by the ZBA.
2. 5' variance for the setback distance of the parking from the building – Approved
10' variance by the ZBA.
3. Waste enclosure to be constructed of brick or masonry – Garbage enclosure is concrete.
4. Adjust driveway entrance to comply with Section 22.8 for 25' radii – 25' radii has been addressed.
5. Add sidewalk from the building entrance to the Almont Avenue sidewalk – This has been addressed.
6. Updated landscape plan that includes a greenbelt along Almont Avenue and a tree matrix – There is an updated greenbelt; adding all necessary trees and shrubs.
7. Approved signage plan – There is not a plan as of yet but they will be submitting a plan to the zoning administrator.
8. Updated storm water/drainage plan that addresses the issues in the attached review – Storm water/drainage plan has been addressed as per communication with Russ Beaubien at Spicer Group. Ms. Ettema noted there is some minor drainage issues at the exit on the south side of the property, it is a little flat.
9. Updated utility plan that addresses the issues in the attached review – There is an email from John Olson at Spicer Group stating after a second review the water and sewer plan needs to be addressed but Ms. Ettema stated the site plan could be approve, as presented. The City Commission would approve the water and sewer utilities.
10. Explanation of high foot-candles in three locations on the site lighting plan – This has been addressed.

DRAFT

Ms. Ettema stated the sign and minor drainage issue will need to be addressed but the Commission could approve the site plan with these items being addressed in the future.

The Commission discussed some points with the developer, Gary DeShano; City Manager Tom Youatt and Lori Ettema from Spicer Group to clarify if all points have been addressed.

Motion by Davis, seconded by Romine to approve the Site Plan as revised and presented to the Planning Commission for DeShano Development Corporation – 1839 S. Almont Avenue Parcel ID#I19-85-244-040-00 assisted living facility.

ROLL CALL VOTE

Yeas: Romine, Davis, Sadler, Germaine

Nays: Lengemann

Motion Carried 4 – yeas; 1 – nays

There was a short discussion by Commissioner Davis concerning a need for a completion deadline for projects going on in the City, he gave the example of the burned building on Third Street; he is also concerned about approving projects that then change and the City is not notified of what the business changed to, his example was the Hungry Howie's plaza; and also the need for businesses to have their address clearly posted, he stated he has to have his address clearly posted but several businesses he was looking for did not. Commissioner Sadler stated if the building/property is safe, he doesn't believe the City can impose any fines for work not being completed yet. Ms. Ettema stated that the change in use triggers a site plan review. Commissioner Romine stated everyone's opinions are important and should be valued but our meeting tonight was unprofessional and did not stay on point. Mr. Romine feels everyone should stay with the agenda as to not waste the time of the developers and land owners coming before the Commission and the other Commissioners.

Mr. Youatt introduced the new City Clerk and Treasurer, Lynn Eutsler to the Commission.

9. New Business

10. Adjournment

Moved by Lengemann, seconded by Romine, to adjourn the meeting at 7:46 p.m. **Motion Carried 5 – yeas; 0 - nays**

Respectfully Submitted by:

Anne McAvoy, Deputy Clerk/Utility Billing Clerk

Approved: _____