

**MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
COUNCIL CHAMBERS, CITY HALL
MONDAY, JANUARY 23, 2016 – 6:30 P.M.**

CALL TO ORDER: Chairperson Bill Wascher called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE: Recited.

ROLL CALL: Deputy City Clerk Roxane Cramer

MEMBERS PRESENT: Chairperson Bill Wascher, Secretary Janae Fear, Commissioners Michelle Collison, Tom Cook and Frank Livingston.

MEMBERS ABSENT: Vice-Chair Craig Weaver, Commissioners Brent Smith and Tom Taylor

OTHERS PRESENT: Jeffrey Drown, from Kincaid Henry, David Russell, Owner of 344 West Main Street, Susan Montenegro, Assistant City Manager/ Director of Community Development.

APPROVAL OF AGENDA:
MOTION BY COMMISSIONER LIVINGSTON, SUPPORTED BY COMMISSIONER COOK TO APPROVE THE AGENDA FOR JANUARY 23, 2017.

YEAS ALL. MOTION CARRIED.

APPROVAL OF MINUTES:
MOTION BY COMMISSIONER LIVINGSTON SUPPORTED BY COMMISSIONER COLLISON TO APPROVE THE MINUTES FOR THE DECEMBER 13, 2016 MEETING.

YEAS ALL. MOTION CARRIED.

- COMMUNICATIONS:**
1. Staff memorandum
 2. PC minutes for December 12, 2106.
 3. Site plan application packet – 344 W. Main.

COMMISSIONER/PUBLIC COMMENTS

None.

PUBLIC HEARINGS:

None.

SITE PLAN REVIEW:

344 West Main Street

Jeffrey Drown from Kincaid Henry detailed the project. Plans are to repurpose the current units there and continue with commercial on the first floor. They will be removing the garage area. There will be narrowing the sidewalk and creating more green space in front of the building. They will be repaving and restriping the parking lot. No residential on the ground floor it will be commercial.

Commissioners questioned if there will be designated spaces for the residents. Mr. Drown explained that didn't feel that was necessary due the amount of ample parking. Ms. Montenegro stated that parking is not an issue with the parking available in the parking lot, the parking at the Pay Master Building and a lot across from the Arts Council.

Chairman Wascher asked about tying into new utilities and lighting. They will use existing lighting and add some for security. Ms. Montenegro explained to that they need work with the utilities director to properly identify the sewer and storm drain lines because where they are depicted on the drawings is not where the city shows them.

Commissioner Cook asked if the dumpster is going to be enclosed. Mr. Drown explained it will be enclosed and there will be landscaping around the dumpster. The commissioners were pleased about the landscaping around the dumpster.

Mr. Drown explained there will be 3 entrances to the retail (2 on the east side and the front entrance that is currently there). There will be 2 entrances to the living areas on the second level. These are located on the east side of the building both will be moved closer to each other allowing easier access for the residents to the second level.

Commissioner Fear asked if there was going to be access from the retail to the living spaces. Mr. Drown explained that there will not be any access from the commercial area to the residential area

Chairman Wascher asked if anything was going to be done to west side of the building. Mr. Drown also explained that any of the façade falling off will be replaced; all around the windows will be new. The brick will be washed and the windows that are now blocked off will be opened back up.

Chairman Wascher asked where the loading zone will be. Mr. Drown explained any loading will have to be done at the entrances in the parking lot. Chairman Wascher also asked about the grades and repaving the parking lot. Mr. Drown explained they would be putting 1 inch and ½ inch topcoat. Mr. Wascher expressed without the grades you couldn't tell where the water was going. He noted there was a catch basin but it doesn't mean it goes there. Ms. Montenegro stated that would be something that they would have to work with the city engineer on this issue.

Ms. Montenegro stated that there was concern from city staff about the downspouts. Chairman Wascher expressed concern about the east roof drain running across the sidewalk or parking lot. The engineer reports suggested some type of rain garden retention facility. The city engineer does not want the water to run across the parking lot or sidewalk. Mr. Drown said they will run a drain to the catch basin.

MOTION BY COMMISSIONER COOK TO APPROVE THE SITE PLAN AT 344 W. MAIN ST, CONTINGENT UPON WORKING WITH THE ENGINEER TO ADDRESS THE SANITARY SEWER AND STORM DRAIN ISSUES, SUPPORTED BY COMMISSIONER LIVINGSTON.

ROLL CALL VOTE:

**AYES: COMMISSIONERS FEAR, COOK, LIVINGSTON, COLLISON AND
CHAIRPERSON WASCHER,**

NAYS: NONE

ABSENT: VICE-CHAIR WEAVER, COMMISSIONERS SMITH AND TAYLOR

MOTION PASSED.

BUSINESS ITEMS:

None.

ITEMS OF DISCUSSION:

None.

COMMISSIONER/PUBLIC COMMENT:

Ms. Montenegro encouraged the commissioners to attend a workshop at Michigan State on February 28th from 6 p.m. – 9 p.m. The workshop will cover new regulations on medical marijuana facilities. She also shared that on Monday, January 30th city council will be discussing the new regulations as well. Ms. Montenegro also invited commissioners to attend the parks and recreation to be held on Tuesday, January 24 at 7:30 p.m.

Commissioner Cook asked if the city sold the South Washington piece of property to Trust Thermal. He asked about the large storage of large containers on their property line and also when they were granted abatement on the property 6 – 8 years ago they talked about improving the fence along the walkway. He felt this would be a good time to address that. Ms. Montenegro reported that they did sell that property to Trust Thermal and that Trust Thermal also purchased the property directly to the north next to Reeves. They have plans to use that property for storage as well. Ms. Montenegro stated that any improvements will have to be brought to the planning commission.

Chairman Wascher inquired if the council representative had been appointed to the planning. Ms. Montenegro reported that they were working on it.

Commissioner Fear asked about the follow up on a complaint regarding a sign. Ms. Montenegro explained signs are not allowed in residential area and they have been issued a violation notice. She also reported the code enforcement is following up on it.

Chairman Wascher asked if the wetlands at Osburn Lakes are going to be staked. He also expressed his concern that a licensed surveyor should do the marking of the wetlands.

Commissioner Fear asked about an update on Qdoba. Ms. Montenegro reported that they are going to be starting on the vapor barrier installation in February. Construction on the inside of the building will begin shortly after that and hopefully be open in a couple of months.

Commissioner Fear asked Ms. Montenegro if she could make a note to address the dead landscaping at the Dollar General on M-52 closer to spring.

Ms. Montenegro stated that the construction on the Advanced Eye Care building on the Corner of M-52 and Clinton Street is moving along.

Chairman Wascher asked about the Armory. Ms. Montenegro reported it is still moving forward. It is a continual process.

ADJOURNMENT:

**MOTION BY COMMISSIONER COOK, SUPPORTED BY COMMISSIONER LIVINGSTON TO
ADJOURN AT 7:16 P.M. UNTIL THE NEXT MEETING ON FEBRUARY 27, 2017.**

YEAS ALL, MOTION CARRIED.

Janae L. Fear, Secretary

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