

**REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION**  
**Council Chambers, City Hall**  
September 26, 2011 – 7 pm

Meeting was called to order at 7:00 p.m. by Chairman William Wascher.

The Pledge of Allegiance was recited by all in attendance.

Roll Call was taken by Recording Secretary Marty Stinson.

**MEMBERS PRESENT:** Chairman William Wascher, Vice-Chairman Francis Livingston, Secretary Melvin Renfrow, Commissioners David Bandkau, Terry Brown, Burton Fox, Cindy Popovitch, Brent Smith, and Thomas Taylor.

**MEMBERS ABSENT:** None.

**OTHERS PRESENT:** Adam Zettel, Assistant City Manager and Director of Community Development; Ted Hornus, TriMer Corporation, representing RWI.

**AGENDA APPROVAL:**

**MOTION BY COMMISSIONER LIVINGSTON, SUPPORTED BY COMMISSIONER TAYLOR TO APPROVE THE AGENDA FOR SEPTEMBER 26, 2011 AS PRESENTED.**  
**YEAS ALL. MOTION CARRIED.**

**MINUTES APPROVAL:**

**MOTION BY COMMISSIONER FOX, SUPPORTED BY COMMISSIONER TAYLOR TO APPROVE THE MINUTES OF THE MEETING OF AUGUST 22, 2011.**  
**YEAS ALL. MOTION CARRIED.**

**COMMUNICATIONS:**

1. Staff memorandum
2. PC minutes from August 22, 2011
3. RWI site plan application & reviews
4. Focus group list
5. ROWE training opportunity

**COMMISSIONER/PUBLIC COMMENTS:**

Chairman Wascher welcomed the new commissioner, Terri Brown, who has previously served on the Parks and Recreation Commission for the City of Owosso.

**PUBLIC HEARING:** None

**SITE PLAN REVIEW: RWI Site Plan Review – 705 McMillan Road**

Mr. Adam Zettel, Assistant City Manager and Director of Community Development, stated this was a proposed 10,000 square foot building and it meets setbacks. Any lights installed would have to meet with the non-glare ordinance. He mentioned they would need to secure drainage easement to the public drain on the east side. He had no further comments from staff, engineering or utility personnel. The builder is using an existing concrete slab and a prefab metal building.

Commissioner Popovitch asked about the power lines behind the building because they appeared to suspend lower than usual. Mr. Ted Hornus, spokesperson from TriMer Corporation representing RWI, stated they have already contacted Consumers Energy about those lines.

It was commented that there is no lighting on the site plan. Mr. Hornus said there would be one wall pack to the east, two to the south, and maybe some by the office. He hoped to have the building and the parking lot installed by the end of the year.

**MOTION BY COMMISSIONER FOX, SUPPORTED BY COMMISSIONER LIVINGSTON TO APPROVE THE APPLICATION FOR SITE PLAN REVIEW FOR RWI MANUFACTURING, 705 MCMILLAN ROAD, AS APPLIED AND ATTACHED HERETO IN PLANS DATED SEPTEMBER 14, 2011, CONTINGENT UPON THE PROVISION OF LIGHTING DETAILS IN ACCORDANCE WITH THE ZONING ORDINANCE AND THE ACQUISITION OF THE DRAINAGE EASEMENT FOR THE EASTERN PROPERTY LINE. ROLL CALL VOTE: YEAS ALL. MOTION CARRIED.**

**BUSINESS ITEMS:** none

**ITEMS OF DISCUSSION: MASTER PLAN PUBLIC OUTREACH**

Mr. Zettel discussed the Master Plan groups list. The list is pretty full except he still needed some residents on M-71 and M-52. There will be a couple meetings in October and another one in November. We are getting ready for the next level of public input and he will have the plan out by the end of next week. There is a computer program called *Survey Monkey* which can manipulate data. This program had suggested a couple more questions.

Mr. Zettel described how the focus groups might run their meetings and how their visions are included in the master plan. Mr. Zettel will serve as moderator. He would like to have at least one planning commissioner at each focus group. The meetings will be in the Council Chambers.

Commissioner Renfrew suggested Baker College could be included with M-52 discussions as they are on the corridor. Mr. Zettel said they will be integrated as things develop.

Commissioner Fox asked about the residents. Mr. Zettel stated that surveys will be sent to residents. All the focus groups are interrelated. He is looking at residential or non-residential; four quadrants rather than breaking it down into neighborhoods. The master plan doesn't include sub-areas plans; it works on city-wide plans. Later we can work on specific areas under the umbrella of the master plan.

**COMMISSIONER/STAFF COMMENTS:**

Mr. Zettel noted that Rowe Engineering is having an upcoming training opportunity. They have a neat building and it has an interesting history. He would encourage the commissioners to attend if possible.

**ADJOURNMENT:**

**MOTION BY COMMISSIONER FOX, SUPPORTED BY COMMISSIONER POPOVITCH TO ADJOURN AT 7:48 P.M. YEAS ALL. MOTION CARRIED.**

m.m.s.

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Melvin Renfrow, Secretary