

MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
Council Chambers, City Hall
September 24, 2012 – 7:00 pm

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

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited by all in attendance.

ROLL CALL: Roll Call was taken by Recording Secretary Marty Stinson.

MEMBERS PRESENT: Chairman William Wascher; Vice-Chairman Francis Livingston, Secretary Melvin Renfrow, Commissioners David Bandkau, Tom Kurtz, Cindy Popovitch, Brent Smith, and Thomas Taylor.

MEMBERS ABSENT: Vacancy

OTHERS PRESENT: Adam Zettel, Assistant City Manager and Director of Community Development.

AGENDA APPROVAL:

MOTION BY COMMISSIONER POPOVITCH, SUPPORTED BY COMMISSIONER LIVINGSTON TO APPROVE THE AGENDA FOR SEPTEMBER 24, 2012 WITH THE ADDITION OF BUSINESS ITEM # 2, SETTING A PUBLIC HEARING FOR THE MASTER PLAN.

YEAS ALL. MOTION CARRIED.

MINUTES APPROVAL:

MOTION BY COMMISSIONER POPOVITCH, SUPPORTED BY COMMISSIONER LIVINGSTON TO APPROVE THE MINUTES OF THE MEETING OF AUGUST 27, 2012 ALONG WITH CLARIFICATION OF COMMENTS COMMISSIONER POPOVITCH MADE:

1) That she strongly questioned any sale of city-owned property along the riverfront. This area is right at a gateway into the city, right by the SRI, and the City should focus on beautifying it, not creating more parking spaces at that location. She referred back to the sale years ago of riverfront property directly across from this site to Riverside as an example. That particular property is now unused, and very unattractive, and the chance is very unlikely that the city will ever get it back at a reasonable price.

2) The city should formulate a plan for beautifying its property rather than relying on the business sector to do so.

3) The city should work with Trust Thermal to explore other options that might help them gain safer entry access to their parking area.

3) The proposal was too vague to allow for informed discussion. What Ms. Popovitch was supporting as a motion was to consider a proposal as long as the proper and necessary information was made available by the people from Trust Thermal.

YEAS ALL. MOTION CARRIED.

COMMUNICATIONS:

1. Staff memorandum
2. PC minutes from August 27, 2012
3. Westown Maps

COMMISSIONER / PUBLIC COMMENTS: NONE

PUBLIC HEARING: NONE

SITE PLAN REVIEW: NONE

BUSINESS ITEMS:

1. Initiation of zoning change for Westown

Mr. Adam Zettel, Assistant City Manager and Director of Community Development, doesn't think we have the budget to overhaul the whole zoning ordinance, but the core of Westtown should be B-3 instead of the current zoning, B-4. There is an interest in moving forward with this zoning. He is requesting a public hearing on October 22, 2012 at the next Planning Commission meeting for all the parcels noted on the maps enclosed in the packets.

Mr. Zettel also noted the planning commission needs to consider an ordinance regarding outdoor sales for transient merchants such as windshield repairs; hot dot stands; seasonal sales; and outdoor sales. Currently nothing is permitted or denied. He wants to bring the planning commission a sample ordinance for their consideration.

Mr. Zettel would also like to bring in an ordinance template for design regulations on downtown facades

Mr. Adam Zettel stated that an ordinance is needed regarding downtown assembly uses. Trade and restaurants are the main focus for a vibrant downtown. There are groups buying buildings such as churches and medical purposes that are not adding to the activities of the downtown. Maybe the first floor has to be retail.

He would like to set these public hearings for October 22. We have had a lot of issues come up recently and we need some guidelines to work with.

The merchants on street corners will be mostly on private property in parking lots. We have traffic control orders for city properties. Commissioner Popovitch asked about fundraisers. Mr. Zettel said those would be easier – they could be issued a 48 hour temporary permit.

Discussion about drafting the proposals for the October public hearings. Mr. Zettel stated they could be crafted after the public inputs and passed in November or later.

MOTION BY COMMISSIONER KURTZ, SUPPORTED BY COMMISSIONER TAYLOR TO PROCEED WITH ALL FOUR ITEMS AT THE OCTOBER 22, 2012 MEETING.

- 1. ZONING CHANGE IN WESTOWN**
 - 2. OUTDOOR SALES FOR TRANSIENT MERCHANTS**
 - 3. FAÇADE DESIGN REGULATIONS**
 - 4. DOWNTOWN ASSEMBLY USES**
- YEAS ALL. MOTION CARRIED.**

2. Set Public Hearing for Master Plan Review

MOTION BY COMMISSIONER POPOVITCH, SUPPORTED BY COMMISSIONER LIVINGSTON, TO SET A PUBLIC HEARING TO REVIEW THE MASTER PLAN ON OCTOBER 22, 2012 AND DIRECT STAFF TO PREPARE APPROPRIATE MAILINGS.
YEAS ALL. MOTION CARRIED.

ITEMS OF DISCUSSION: None

COMMISSIONER / PUBLIC COMMENTS:

Commissioner Taylor heard that the M-52 and M-21 project was a no-go. Mr. Zettel heard the same thing. He heard that it's the second business that has backed out.

Commissioner Popovitch has heard that the new building official, Chuck Rau, is a good addition to the city.

ADJOURNMENT:

MOTION BY COMMISSIONER KURTZ, SUPPORTED BY COMMISSIONER POPOVITCH, TO ADJOURN AT 7:40 P.M. UNTIL OCTOBER 22, 2012.
YEAS ALL. MOTION CARRIED.

mms

Melvin Renfrow, Secretary