

MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
Monday, June 22, 2026 – 6:30 P.M.

CALL TO ORDER: Vice-Chair Robertson called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE: Recited

ROLL CALL: Tanya Buckelew, Community Development Director

MEMBERS PRESENT: Commissioner Albertson, Secretary Fear, Commissioner Ludington, Commissioner Martin, Commissioner Osika, Vice-Chair Robertson and Commissioner Taylor

MEMBERS ABSENT: None

OTHERS PRESENT: Tanya Buckelew, Community Development Director; Justin Sprague, OHM Advisors

APPROVAL OF AGENDA:
MOTION BY COMMISSIONER OSIKA, SUPPORTED BY COMMISSIONER TAYLOR TO APPROVE THE AGENDA FOR June 22, 2026.

YEAS ALL. MOTION CARRIED.

APPROVAL OF MINUTES:
MOTION BY COMMISSIONER LUDINGTON SUPPORTED BY COMMISSIONER OSIKA TO APPROVE THE MINUTES FOR THE April 27, 2026 MEETING.

YEAS ALL. MOTION CARRIED.

ELECTION OF OFFICERS:
MOTION BY VICE-CHAIR ROBERTSON, SUPPORTED BY COMMISSIONER TAYLOR TO ELECT COMMISSIONER OSIKA AS CHAIR, VICE-CHAIR ROBERTSON TO CONTINUE AS VICE-CHAIR, AND COMMISSIONER ALBERTSON AS SECRETARY.

YEAS ALL. MOTION CARRIED.

PUBLIC HEARING: NONE

SITE PLAN REVIEWS:

1000 Bradley Street

Justin Sprague, OHM Advisors, outlined the details of the project. The plan is to construct a 44-unit apartment development with buildings that resemble Quonset hut structures. Also proposed, is off-street parking for 60 vehicles, a maintenance building, a dumpster enclosure, sidewalks, bioswales for detention and landscaping.

1. **Bulk Dimensional Requirements.**

Lot Dimensions	Required	Provided	Comments
Minimum lot area	7,500 sf	129,196 sf	In compliance
Minimum lot width	80'	100'	In compliance
Outdoor amenity area	10%	Not provided	Potentially in compliance. There may be enough room next to unit 31 to provide an outdoor amenity.
Lot area per unit(min)	2,500 sf	2,936 sf	In compliance
Building Structure Setbacks			
Front lot line	10'	10'	In compliance
Side lot line	5'	10'/43'	In compliance
Rear lot line	20'	20'	In compliance
Building Height			
Principal building	2 stories minimum	Additional information needed	Potentially in compliance. Although this requirement appears to be met, dimensions are needed
	4 stories maximum		In compliance
Min. Square Feet per Dwelling Unit			
One-bedroom units	550 sf	864 sf	In compliance
Maximum Building Area Covered			
	60%	26%	In compliance

2. **Parking.** The site plan was reviewed against Article XV, Off-Street Parking and Loading Standards of the City of Owosso Zoning Ordinance.

	Required	Provided	Comments
Required Parking Spaces	60	60	In compliance
Parking Setback (2 front yards)	20'	Not applicable-no front yard parking	In compliance
Parking Space Dimension	9' X 20' (90 degree)	9' X 20'	In compliance
Barrier-free Spaces	3	2	Potentially in compliance. 1 barrier-free space is required per 25 spaces or fraction thereof.
Two-Way Aisle Width (Primary Lot, single loaded)	24'	24'	In compliance
Two-Way Aisle Width (Secondary Lots, double loaded)	24'	24'	In compliance
Curbs	Min 6"	6"	In compliance

3. **Landscaping.** The proposed landscape plan was reviewed in accordance with Article XVII, Landscape Standards and Tree Replacement, as described in the following table. In addition, the site plan shows the presence of two (2) bio swales by landscaping is not shown indicating such.

	Required	Provided	Comments
Greenbelt (Lyon Street)	35' wide, 1 canopy tree + 6 shrubs per linear feet of street frontage. 480' linear street frontage=16 canopy trees and 96 shrubs	20' wide, 21 canopy trees + 84 shrubs	Potentially in compliance. The applicant used the calculations for a "Buffer B", indicating that site limitations prevent use of the 35' greenbelt requirements. Since this is an "urban" site, the 35' greenbelt seems excessive and is more appropriate for a suburban location. Section 38216(g), Greenbelts, gives the Planning Commission the ability to vary the requirements when the intent of the ordinance is met.
Greenbelt (Beehler Street)	35' wide, 1 canopy tree + 6 shrubs per 30 linear feet of street frontage – 506' linear street frontage = 17 canopy trees + 102 shrubs	20' wide, 26 canopy trees + 16 shrubs	Potentially in compliance. The applicant used the calculations for a "Buffer B", indicating that site limitations prevent use of the 35' greenbelt requirements. Since this is an "urban" site, the 35' greenbelt seems excessive and is more appropriate for a suburban location. Section 38216(g), Greenbelts, gives the Planning Commission the ability to vary the requirements when the intent of the ordinance is met.
Parking Lot Landscaping	1 canopy tree per 8 parking spaces with 1/3 placed within lot islands. 8 canopy trees required and 3 within islands.	14 canopy trees and 4 within islands.	In compliance

4. **Sidewalks.** The following changes should be considered by the Planning Commission: (1) all sidewalks abutting parking spaces should be a minimum seven (7) feet wide to accommodate vehicle overhang; and (2) additional sidewalk connections are needed from the parking lots to units #18, 20, 22, and 24.
5. **Lighting.** The lighting plan indicates that there are locations where the maximum 10 footcandles are exceeded and others where it is too dark, like along the Beehler and Lyon Street frontages. Adjustments should be made to the plan to provide more even distribution of light throughout the site.
6. **Building Design.** The proposed buildings are certainly different than traditional apartment complexes but given the transitional location next to railroad tracks, may be considered an acceptable design by the Planning Commission. The building materials are of a high quality, although the roof extends down to the ground on each of the sides.
7. **Other Approvals.** The proposed site plan must be reviewed and approved by the appropriate city departments, consultants, and agencies.

MOTION BY COMMISSIONER TAYLOR SUPPORTED BY VICE-CHAIR ROBERTSON TO APPROVE THE SITE PLAN REVIEW FOR 1000 BRADLEY STREET AND UPON MEETING THE FOLLOWING REQUIREMENTS:

1. The addition of an outdoor amenity meeting ordinance requirements – add the area around unit #31.
2. Submission of measurements regarding building height – meeting the minimum 30' height.
3. The addition of one (1) barrier-free parking space.
4. The width of the drive lanes for the two (2) end parking lots be increased to 26'.
5. Planning Commission accepts the proposed greenbelts along Beehler and Lyon Streets using Buffer B.
6. The addition of appropriate landscaping for the proposed bio swales will be included in the final plan.
7. The sidewalks will be a minimum of seven (7) feet wide.
8. Submit a revised lighting plan, meeting the ordinance requirements, for administrative review and approval.
9. Planning Commission accepts the proposed building design.
10. Reviews and approvals by the appropriate city departments, consultants and agencies are required prior to issuance of a building permit.

YEAS: COMMISSIONER LUDINGTON, COMMISSIONER TAYLOR, SECRETARY ALBERTSON, COMMISSIONER FEAR, VICE-CHAIR ROBERTSON, CHAIR OSIKA.

NAYS: COMMISSIONER MARTIN

RCV. MOTION CARRIED 6-1.

ITEMS OF BUSINESS:

1. MASTER PLAN REVIEW

Discussion was held on the contents of the plan and whether to leave the Master Plan as is or make revisions.

Secretary Albertson suggested changes be made to reflect the outdated data, development sites need to be updated and update to reflect the City is now RRC Certified.

Discussion held on the funds being available for OHM Advisors. Possibly in October, with RRC funds or will have to be added to next year's budget.

MOTION BY SECRETARY ALBERTSON SUPPORTED BY COMMISSIONER MARTIN TO PROCEED WITH UPDATING THE MASTER PLAN.

YEAS ALL. MOTION CARRIED.

ADJOURNMENT:

MOTION BY VICE-CHAIR ROBERTSON SUPPORTED BY COMMISSIONER TAYLOR TO ADJOURN AT 7:30 PM UNTIL THE NEXT MEETING ON JULY 27, 2026.

YEAS ALL, MOTION CARRIED

Nicholas Albertson, Secretary