

**MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
COUNCIL CHAMBERS, CITY HALL
MONDAY, JANUARY 27, 2020 – 6:30 P.M.**

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

PLEDGE OF ALLEGIANCE: Recited

ROLL CALL: Tanya Buckelew

MEMBERS PRESENT: Chairman Wascher, Secretary Fear, Commissioners Robertson and Yerian

MEMBERS ABSENT: Vice-Chair Livingston, Commissioners Law and Taylor

OTHERS PRESENT: Justin Sprague, CIB Planning, Skye McKinnon of Haslett (interest in microbusinesses)

APPROVAL OF AGENDA:
MOTION BY SECRETARY FEAR, SUPPORTED BY COMMISSIONER ROBERTSON TO APPROVE THE AGENDA FOR JANUARY 27, 2020.

YEAS ALL. MOTION CARRIED.

APPROVAL OF MINUTES:
MOTION BY COMMISSIONER YERIAN, SUPPORTED BY SECRETARY FEAR TO APPROVE THE MINUTES FOR THE SEPTEMBER 23, 2019 MEETING.

YEAS ALL. MOTION CARRIED.

PUBLIC HEARINGS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

1. SITE PLAN REVIEW – 1107 W MAIN ST – NEW CAR WASH

Owner Dave Wakeland was present to discuss the plan to build a new car wash at this site. He also owns the Hometown Market/Shell Station next door.

There will be 8 parking spaces added, be accessed from and ingress through the existing western alley and have an egress to State Street. The property is zoned B-3, Central Business, where this use is a permitted land use.

The City Planner, Justin Sprague, had the following comments/review:

- Information items. The site plan meets the informational requirements of the ordinance.
- Area and Bulk. The proposed site was reviewed in accordance with Article 16, Schedule of Regulations, as described in the following table.

	Required	Provided	Comments
Front Yard Building Setback	0 ft. (M-21) 0 ft. (State)	51 ft. 21 ft.	In compliance

Side Yard Building Setback	0	59.	In compliance
Rear Yard Building Setback	0 ft.	0 ft.	In compliance
Maximum Building Height	35 ft.	NP	In compliance

- Building Design & Materials. The ordinance states that durable building materials which provide an attractive, quality appearance must be utilized. The applicant has not provided an elevation or detail of proposed building materials. This will be required for Planning Commission Approval
- Building Height. The proposed building complies with the maximum building height.
- Mechanical Units. No new mechanical units are proposed on the plan. The applicant will need to verify this with the Planning Commission to ensure compliance.
- Dumpster. The applicant has not shown a dumpster or trash receptacle enclosure on the site plan. This will need to be added to ensure compliance with the ordinance if a dumpster will be on location.
- Parking Lot Requirements. The applicant is adding 8 parking spaces which is in compliance with the ordinance, but they have not provided a loading space, which is required for buildings exceeding 1,400 sf. There are adequate stacking spaces available to meet the requirements of the ordinance.
- Landscaping. The applicant has not prepared a landscaping plan for review at this time. The ordinance requires a 4'6" screening wall along the southern property line where the property is adjacent to a residential zoning district. This will need to be provided before Planning Commission provides final approval of the site plan or can be a condition of final approval of the site plan.
- Other Approvals. The proposed site plan must be reviewed and approved by the appropriate city departments, consultants, and agencies.

RECOMMENDATION

Based upon the above comments, we recommend approval of the 1107 W Main Street Site Plan, conditioned upon the following:

1. Submission of a revised site plan that satisfactorily addresses the items in this letter, for administrative review and approval;
2. Use of materials consistent with the ordinance that are acceptable to the Planning Commission;
3. The addition of a loading space;
4. An acceptable landscape and screening plan showing the inclusion of a screening wall on the southern property line;
5. Verification of on-site mechanical units and appropriate screening;
6. Verification of an on-site dumpster and appropriate screening; and
7. Review and approval by the appropriate city departments, consultants, and agencies.

NOTE: As of the date of this meeting, the Architect, Owner and City Planner have agreed that all items will be met and a revised completed site plan will be submitted for final staff review before construction will begin.

The car wash business will utilize the dumpster at the Shell station next door. There will be the addition of fencing along the rear of the property to add a buffer for the neighbors.

MOTION BY COMMISSIONER YERIAN, SUPPORTED BY SECRETARY FEAR TO APPROVE THE SITE PLAN REVIEW FOR 1107 W MAIN STREET AND THE ADDITION OF A NEW CAR WASH TO

BE CONSTRUCTED ON THE PROPERTY. THIS APPROVAL INCLUDES SUBMITTAL OF A REVISED SITE PLAN THAT INCLUDES THE CITY PLANNER AND ENGINEERING REQUIREMENTS.

RCV VOTE ALL YEAS MOTION CARRIED

2. RECREATIONAL MARIHUANA

City Manager, Nathan Henne presented an update on what City Council has done recently in regards to allowing recreational marihuana establishments. The second reading of the draft ordinance is on the council agenda for Monday, February 3, 2020. It is possible the City Council makes this ordinance effective immediately. The intent is to have all 4 medical marihuana facilities open, allowing them to also sell recreational and after 1 year, the Planning Commission will recommend whether to stay at 4 establishments or increase the number of locations.

Discussion on the 5 new types of recreational licenses. Recommendation is not to go with event licenses as the city has an ordinance banning marihuana on public property and the potential law enforcement expenses. Additional discussion about the microbusiness and clubs, locations, size of buildings.

No decision needed at this time. Will discuss more at the next meeting.

3. 2020-2026 CIP (CAPITAL IMPROVEMENT PLAN)

The Planning Enabling Act started requiring this in 2019. This plan is for 2020 through 2026 and shows the 2019 projects and the status of each. A majority of the projects are street projects.

MOTION BY COMMISSIONER ROBERTSON, SUPPORTED BY SECRETARY FEAR TO ACCEPT THE 2020-2026 CAPITAL IMPROVEMENT PLAN WITH THE ADDITION OF CITY OWNED BRIDGES AND THE MAINTENANCE NEEDS IN THE FUTURE.

RCV VOTE ALL YEAS MOTION CARRIED

OTHER BOARD BUSINESS:

Master Plan Update – final layout of draft should be ready by February for the Planning Commission to review. Then hold public hearings. This is about a 90-day process to adoption.

PUBLIC COMMENTS AND COMMUNICATIONS: NONE

ADJOURNMENT

MOTION BY COMMISSIONER ROBERTSON, SUPPORTED BY SECRETARY FEAR TO ADJOURN AT 7:55 P.M. UNTIL THE NEXT MEETING ON FEBRUARY 24, 2020.

YEAS ALL, MOTION CARRIED.

Janae L. Fear, Secretary