

**REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION**  
**Council Chambers, City Hall**  
May 9, 2011

Meeting was called to order at 7:00 p.m. by Chairman Burton Fox.

The Pledge of Allegiance was recited by all in attendance.

Roll Call was taken by Recording Secretary Marty Stinson.

**MEMBERS PRESENT:** Chairman Burton Fox, Commissioners David Bandkau, Trafton Jean (arrived 7:23 p.m.), Francis Livingston, Jeff Peltier, Cindy Popovitch, Thomas Taylor, and William Wascher.

**MEMBERS ABSENT:** Commissioner Christopher Brummel.

**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 MAY 9, 2011 AS PRESENTED.**

**YEAS ALL. MOTION CARRIED.**

**MINUTES APPROVAL:**

**MOTION BY COMMISSIONER POPOVITCH, SUPPORTED BY COMMISSIONER LIVINGSTON TO APPROVE THE MINUTES OF THE MEETING OF APRIL 25, 2011.**

**YEAS ALL. MOTION CARRIED.**

**COMMUNICATIONS:**

1. Staff memorandum
2. PC minutes from April 25, 2011
3. Master plan components

**COMMISSIONER / CITIZEN COMMENTS:**

There were no citizen comments.

Chairman Fox commented on the Premier Waste site at 1901 W. South Street. He thought May 16 was the cut off time. Adam Zettel, Assistant City Manager and Director of Community Development, stated he would check with the building official, Gary Palmer. He also stated there was no time line for the performance.

Mr. Fox stated we've had enough communications. The six month temporary occupancy permit is soon to expire. Mr. Zettel stated we can try to enforce, but it may not hold up in court. Mr. Zettel suggested that we could get a zoning ordinance template from another community and change it to accommodate Owosso's zoning. He would like to update the code; make it more user friendly with a higher standard. It could be adopted now and after the master plan is completed, it could be fine tuned. This would be a temporary fix. There was a general consensus of approval.

Commissioner Popovitch asked if there was a temporary fix with Premier Waste. Mr. Zettel said any deviation from the site plan should come back to the planning commission for review. If they still plan to do it, but need a certain amount of time, do you still want them to come in? Chairman Fox still wants them to come before the commission with a revised site plan and set a timeline.

**BUSINESS ITEMS:**

None

**ITEMS OF DISCUSSION:**

1. Master Plan

Chairman Fox noted that the final report from the MSU students was received. Mr. Zettel referred the commissioners to pages 22 – 27. The students did 105 pages of socio-economic characteristics for Chapter 3. He talked about what the students delivered and visioning.

7:23 p.m. Commissioner Trafton Jean arrived.

Commissioner Popovitch stated that the community has already had a couple of visioning projects. Can we start off with those? Mr. Zettel replied that we could use the Blue Ribbon Report and insert that into the report for the master plan. He could combine the Blue Ribbon Report and last fall's suggestions and make ten statements.

Mr. Fox stated there is a lot in the Blue Ribbon Report that should be incorporated. We have many deteriorating buildings in town. Maybe some are "PUD" areas. (Planned Unit Development)

Mr. Zettel felt that eventually we can sit down and actually plan how we reach those specific goals and objectives. We need focused feedback like surveys for a specific time frame. Ms. Popovitch said that John Hankerd and Natalie Burg (from Owosso Main Street) had a great list. Mr. Zettel could formulate a bullet list for the next meeting for the Planning Commission to review and prioritize.

It was stated that Owosso needs to be flexible and plan for "values" and put the values in the goals. Mr. Zettel can bring a draft list and then the board can devise a public participation strategy. Various strategies suggested were presentation to service clubs; water bill insertions; channel 95; have another stakeholder meeting; civic organizations; Facebook; Farmer's Market; adjacent governmental units and their leadership. Mr. Zettel will have a draft of goals at the meeting on the second Monday in June.

Commissioner Wascher asked if we could look at plans from the townships. Mr. Zettel stated yes, they focus mostly on land use. Mr. Zettel would like to consolidate and shorten some chapters on the student report. Maybe he could include some of the profound charts and put the rest in an appendix.

Mr. Zettel then directed the commission to page nine – Local Services. He wants to include QR's (Quick Response readers) for smart phones in the plan. This provides another avenue of technology.

Commissioner Taylor asked who is going to use the Master Plan? Mr. Zettel said lots of governments, city employees, Chamber of Commerce, grant writers for both public and Brownfield's. Mr. Taylor said it needs to be customized for the end user – needs many categories, but concise. Mr. Zettel asked for anyone to please e-mail him with any suggestions.

Mr. Fox asked about the Parks and Recreation Plan. Mr. Zettel said they have their own plan. Mr. Fox thinks it's important to include major plans.

Ms. Popovitch asked how long usually is a master plan. Mr. Zettel replied usually 150 pages, ideally less than 100. Discussion followed on how to get to specifics for vision and surveys. Mr. Zettel suggest a tentative schedule of bringing back a draft list of goals in June and continuing work on the baseline; tentative approval in July; take to the public in August; late summer asking for public participation.

**COMMISSIONER / PUBLIC COMMENTS:**

None.

**ADJOURNMENT:**

**MOTION BY COMMISSIONER LIVINGSTON, SUPPORTED BY COMMISSIONER WASCHER TO  
ADJOURN AT 8:57 P.M.  
YEAS ALL. MOTION CARRIED.**

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Frank Livingston, Secretary

m.m.s.

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