

**MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
COUNCIL CHAMBERS, CITY HALL
MONDAY, MAY 22, 2017 – 6:30 P.M.**

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

PLEDGE OF ALLEGIANCE: Recited.

ROLL CALL: Tanya Buckelew, Recording Secretary.

MEMBERS PRESENT: Chairman Bill Wascher, Vice-Chair Craig Weaver, Secretary Janae Fear, Commissioners Tom Cook, Dan Law, Brent Smith.

MEMBERS ABSENT: Commissioners Michelle Collison, Frank Livingston, Tom Taylor

OTHERS PRESENT: Scott Perrin, Julie Wright (Perrin Construction), Susan Montenegro, Assistant City Manager/Director of Community Development, Lisa Cantu – RWI, Craig Rugnik – Spicer Group and Paul Cook – Wolverine Signs

APPROVAL OF AGENDA:
MOTION BY COMMISSIONER COOK, SUPPORTED BY COMMISSIONER SMITH TO APPROVE THE AGENDA FOR MAY 22, 2017.

YEAS ALL. MOTION CARRIED.

APPROVAL OF MINUTES:
MOTION BY COMMISSIONER LAW SUPPORTED BY COMMISSIONER SMITH TO APPROVE THE MINUTES FOR THE APRIL 24, 2017 MEETING.

YEAS ALL. MOTION CARRIED.

COMMUNICATIONS:

1. Staff memorandum.
2. PC minutes from April 24, 2017.
3. Site plan application and materials for 705 McMillan Street (RWI)
4. Sign Ordinance – revised language
5. Public Workshop notice to repeal and replace the current sign ordinance

COMMISSIONER/PUBLIC COMMENTS

None.

PUBLIC WORKSHOP:

1. Current sign ordinance repeal and replacement – No Public Comment
Home occupation signs were discussed regarding placement and lighting of the signs. Add the wording to the proposed sign ordinance on page 12, Sec. 26-21 – Specific sign standards, under Home Occupations “as allowed and defined in Section 38-394 of the Zoning Ordinance.”
Closed Public Workshop

SITE PLAN REVIEW:

1. 705 McMillan Street – RWI Parcel # 050-010-008-002-00
RWI applied to the Owosso Zoning Board of Appeals (ZBA) for a dimensional variance to reduce the required 30' side yard setback to 15' to allow for the expansion citing hardship due to the size of the lot. The variance was approved by the ZBA at their May 16, 2017 meeting.

Site Plan meets all requirements of the code for an I-2 district.

Building;

1. New reinforced concrete parking area to include (1) one Barrier Free Space at entry.
2. Site plan/building elevation drawings do not include information as to show how the roof water or foundation drain water is to be handled; most likely will be drained through means of underground drains with connection to underground storm. This information is needed at this time and should be shown on the site plan. And will be further necessary as part of the Building Permit Application.

Utilities & Engineering:

1. No new utility needs are identified; no comment.
2. Proposed internal storm sewer system is satisfactory
3. Observation: Proposed building drawing is simple; does not identify roof drains; if plans include roof drainage, then should be controlled and connected underground to the proposed storm sewer; final comment regarding need for roof drains are left with the building official.
4. Observation: The plans do not show foundation drains: again, final comment left with the building official.
5. Proposed driveway culvert is satisfactory for given situation. Any ditch cleanout necessary to accommodate this change should be done by the developer.

Perrin Construction was present to discuss the addition of a 20,000 square foot addition to the current location on the south end. This addition will be a pre-engineered steel building to match the present building, with 2 crane bays. Lighting will be on the exterior walls, not poles. Drainage would lead to underground drains leading to the retention pond.

Parking was discussed and shown on the plans; they are 19 short on parking spaces, as per the calculated floor space of the Zoning Ordinance. As this building is used more for storage, not additional office/employee space, the additional parking spaces would not be needed.

MOTION BY COMMISSIONER COOK, SUPPORTED BY VICE-CHAIR WEAVER TO APPROVE THE SITE PLAN AT 705 MCMILLAN STREET, PARCEL # 050-010-008-002-00 AS APPLIED AND ATTACHED HERETO IN PLANS DATED APRIL 27, 2017, WITH THE CONDITION ON THE PARKING REQUIREMENTS THAT IT IS APPROVED PENDING ZBA GRANTING A VARIANCE.

ROLL CALL VOTE:

AYES: COMMISSIONERS COOK, FEAR, LAW, SMITH, VICE-CHAIR WEAVER AND CHAIRPERSON WASCHER.

NAYS: NONE

MOTION PASSED

BUSINESS ITEMS:

1. Sign ordinance revisions. Determine is the proposed sign ordinance is complete in its revisions and is ready to go to city council. At this time, Commissioner Cook abstained from voting.

MOTION BY VICE-CHAIR WEAVER, SUPPORTED BY COMMISSIONER FEAR TO HEREBY APPROVE CHANGES REPEALING AND REPLACING CHAPTER 26, SIGNS, OF THE OWOSSO CODE OF ORDINANCE AND MOVES TO SEND THE ORDINANCE AMENDMENT RECOMMENDATION TO THE OWOSSO CITY COUNCIL.

ROLL CALL VOTE:

AYES: COMMISSIONERS FEAR, LAW, SMITH, VICE-CHAIR WEAVER AND CHAIRMAN WASCHER.

NAYS: NONE

MOTION PASSED.

Ms. Montenegro thanked the Board for their hard work and dedication to the time spent on the sing ordinance.

It was requested that storm drains and retention ponds be shown in the site plans.

ITEMS OF DISCUSSION:

There will be a webinar on Zoning and Planning Commissions on Wednesday May 24, 2017 from 1p – 230p.

COMMISSIONER/PUBLIC COMMENT:

ADJOURNMENT:

MOTION BY COMMISSIONER COOK, SUPPORTED BY COMMISSIONER SMITH TO ADJOURN AT 7:25 P.M. UNTIL THE NEXT MEETING ON JUNE 19, 2017.

YEAS ALL, MOTION CARRIED.

Janae L. Fear, Secretary

tsb