

**MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
COUNCIL CHAMBERS, CITY HALL
MONDAY, AUGUST 28, 2017 – 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, Recording Secretary.

MEMBERS PRESENT: Chairman Wascher, Secretary Janae Fear, Commissioners Jake Adams, Michelle Collison, Tom Cook, Dan Law and Frank Livingston.

MEMBERS ABSENT: Commissioners Tom Taylor and Brent Smith.

OTHERS PRESENT: Assistant City Manager Susan Montenegro

APPROVAL OF AGENDA:

MOTION BY COMMISSIONER LIVINGSTON, SUPPORTED BY COMMISSIONER COOK TO APPROVE THE AGENDA FOR AUGUST 28, 2017.

YEAS ALL. MOTION CARRIED.

APPROVAL OF MINUTES:

MOTION BY COMMISSIONER LIVINGSTON SUPPORTED BY COMMISSIONER FEAR TO APPROVE THE MINUTES FOR THE JULY 24, 2017 MEETING.

YEAS ALL. MOTION CARRIED.

COMMUNICATIONS:

1. Staff memorandum
2. PC minutes from July 24, 2017.
3. 621 W. Oliver rezoning application
4. 503 S. Shiawassee site plan application

COMMISSIONER/PUBLIC COMMENTS

None.

PUBLIC HEARING: Rezoning of 621 W. Oliver. Ms. Montenegro presented information in regards to a potential buyer of this property who would like to rezone from R-1 Single Family Residential District to OS-1 Office Service District, in order to operate a business out of this location. The use is not changing but would no longer be owned by a school (Baker College – Bentley Campus).

One e-mail was received regarding this possible rezoning from Ann Marie Bentley, Jamie Ann, Inc. 415 and 419 N. Shiawassee. "I have 2 comments/questions about the rezoning of 621 W. Oliver St. I would strongly prefer that spot zoning not be enforced and that a special use zoning be approved. I believe that has been the history of the building since the 1960's, the property does lie within a residential district and once the zoning is approved, the council will be limited as to the control of it use. When the front circle drive was approved and installed, the council had restricted it's use to "drop off" and handicap use only, I

was an officer of the YWCA when this occurred, I am concerned about any current or future use as with the new bus parking on Oliver, this area becomes very congested, the drop off limitation has not been enforced for several years, parking in this area many times restricts the view of my driveway. With the exception of Baker College, my family has had a direct connection to this property since it was built so I am very familiar with its history”.

Mike Cross, owner of Say Computer is the potential buyer along with his business partner Ed Kearney. Mr. Cross discussed his IT business and is looking to purchase this building to expand the business. He currently has 14 employees and most likely as the business continues to grow, he would add on 5 employees each year. All employees will be parking in the rear parking lot. He has a limited retail section to his business and will not be expanding that section as most of the business is online support, off site assistance. He currently has about 10 – 20 customers walk in each day for personal computer repairs.

Larry Harrison, 624 River, asked if the whole highlighted area on the map (300’ radius) would be rezoned. No it is only for 621 W. Oliver.

Roberto Larrivey, 702 W. Oliver is concerned with the parking due to the school, bus pick up and drop off as this area gets very congested and the business customers would add to the congestion.

Discussion was held on allowable businesses in OS-1 and the setback differences between R-1 and OS-1 in addition to whether a special use permit in R-1 would be allowed. Ms. Montenegro read sections of the zoning ordinance that pertained to the board’s questions. Rezoning is the option for this property.

Discussion held about employees and customers using only the south driveway off of M-52. Handicap accessibility would then have to be modified at the south entrance. Mr. Cross stated these options are possible but at this time final decisions of what to do with the building are still in the works.

MOTION BY COMMISSIONER COOK, SUPPORTED BY COMMISSIONER LIVINGSTON – THE OWOSSO PLANNING COMMISSION, FIND THE REQUEST OF THE REZONING PETITION FOR PARCEL 050-660-004-006-00, ALSO KNOW AS 621 W. OLIVER STREET FROM R-1 SINGLE FAMILY RESIDENTIAL TO OS-1 OFFICE SERVICE DISTRICT TO BE IN CONFORMANCE WITH THE CRITERIA FOR A ZONING CHANGE, HEREBY RECOMMENDS APPROVAL TO THE CITY COUNCIL.

ROLL CALL VOTE:

AYES: COMMISSIONERS ADAMS, COLLISON, COOK, LAW, LIVINGSTON AND CHAIRMAN WASCHER.

NAYS: COMMISSIONER FEAR

MOTION PASSED

SITE PLAN REVIEW FOR 503 S SHIAWASSEE:

David McDade, Architect, presented the site plan to add (1) 30 X 100 (3,000 square foot) storage unit in the same location as previously approved in the 1995 site plan. Tom Lister owns Curwood Mini Storage and is asking to add a fourth building on this property.

COMPARISON CHART

	REQUIRED	EXISTING	PROPOSED
Zoning	n/a	I-1	I-1
Gross lot area	n/a	65,165 square feet or 1.5 acres	No change
Setbacks-			
Front yard	40' (q)	16'	16'
Side yard	20' (r)	20'	No change
Rear yard	(r, s)	n/a	n/a
Height	40'	8'4"	8'4"

- (q) Off-street parking for visitors, over and above the number of spaces required under section 38-380, may be permitted within the required front yard provided that such off-street parking spaces are not located within twenty (20) feet of the front lot line.
- (r) No building shall be located closer than fifty (50) feet to the outer perimeter (property line) of such district when said property line abuts any residential district.
- (s) All storage shall be in the rear yard and shall be completely screened with an obscuring wall or fence, not less than six (6) feet high, or with a chain link type fence and a greenbelt planting so as to obscure all view from any adjacent residential, office or business district or from a public street. Loading areas shall be provided in accordance with section 38-382.

Planning and Zoning

The current site plan proposes adding an additional 300 square foot storage building. Current buildings on the site are built within the required setback requirements unless looking at this from the road edge, in which the setback is more than adequate. Staff finds no issues with current build proposal and recommends approval of site plan.

Building

Building has no issues at this time. A full set of engineered drawings will be provided to building department before a building permit can be issued.

Utilities & Engineering

1. There exists a locked gate on the Washington Street side of the property that is not identified on the plans. The developer should confirm that all traffic will ingress and egress onto Shiawassee Street.
2. There is evidence of some underground electrical system and appurtenances on site. They should be noted on the plans and how they will be administered as result of the new storage facility.
3. Site drainage information is vague. Visually, it appears storm runoff goes south to north in the subject area. The new building will create some impervious area and storm runoff onto surrounding ground. Scale of runoff appears minor and may be handled by surrounding land, so no issues are evident at this time. Recommendation is that the developer should communicate with adjacent land owner (north) and have some sort of agreement as to how any storm runoff changes will be handled should an unforeseen problem develop.
4. There is no information regarding water or sanitary services, so no comment as to public utility concerns.
5. No traffic issues are apparent.

MOTION BY COMMISSIONER LIVINGSTON, SUPPORTED BY COMMISSIONER LAW – THE OWOSSO PLANNING COMMISSION HEREBY APPROVES THE APPLICATION FOR SITE PLAN REVIEW FOR 503 S. SHIAWASSEE STREET, PARCEL # 050-651-000-033-00 AS APPLIED AND ATTACHED HERETO IN PLANS DATED AUGUST 21, 2017.

YEAS: COMMISSIONERS ADAMS, COLLISON, COOK, FEAR, LAW, LIVINGSTON AND CHAIRMAN WASCHER.

NAYS: NONE

MOTION PASSED

BUSINESS ITEMS:

1. Election of Officers.

MOTION BY COMMISSIONER COLLISON SUPPORTED BY COMMISSIONER ADAMS TO SELECT WILLIAM WASCHER AS CHAIRMAN, FRANK LIVINGSTON AS VICE-CHAIR AND JANA FEAR AS SECRETARY FOR THE 2017-2018 FISCAL YEARS.

YEAS ALL. MOTION CARRIED.

2. Medical Marihuana Workshop Dates. Set at least 2 workshop dates to engage the citizens of Owosso regarding Medical Marihuana licensing and legislation.

MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY COMMISSIONER COLLISON THAT THE OWOSSO PLANNING COMMISSION HEREBY RECOMMENDS THE FOLLOWING DATES TO HOLD A PUBLIC WORKSHOP/FORUM FOR THE PURPOSE OF RECEIVING PUBLIC INPUT AND ENGAGING THE CITIZENS OF OWOSSO REGARDING THE NEW MEDICAL MARIHUANA LICENSING LEGISLATION THAT WILL BECOME EFFECTIVE DECEMBER 15, 2017. FIRST WORKSHOP DATE IS: SEPTEMBER 28, 2017 P.M. TO P.M. IN THE COUNCIL CHAMBERS AT CITY HALL AND THE SECOND WORKSHOP DATE IS OCTOBER 21, 2017 10 AM-NOON AT A LOCATION YET TO BE DETERMINED (POSSIBLY SCHOOL).

YEAS ALL. MOTION CARRIED.

3. Redevelopment Ready Communities. Ms. Montenegro presented the Report of Findings from the MEDC. The report helps communities identify “best practices” in various areas of government in an effort to help communities in areas of planning, communications, zoning, policies and development. The City of Owosso has two years to become certified.

MOTION BY COMMISSIONER COOK, SUPPORTED BY VICE-CHAIR LIVINGSTON THAT THE OWOSSO PLANNING COMMISSION HEREBY RECOMMENDS THE FOLLOWING DATE TO HOLD A CASUAL WORK SESSION OR COMMUNITY ROUNDTABLE TO HAVE AN OPEN DISCUSSION REGARDING THE REPORT OF FINDINGS AND NEXT STEPS. THE FIRST CHOICE IS OCTOBER 3, 2017 AND THE SECOND CHOICE IS OCTOBER 4, 2017. DEPENDING ON AVAILABILITY/LOCATION, ONE OF THESE DATES WILL BE CHOSEN.

ALL YEAS. MOTION CARRIED

ITEMS OF DISCUSSION: NONE

COMMISSIONER/PUBLIC COMMENT: NONE

ADJOURNMENT:

MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY COMMISSIONER LAW TO ADJOURN AT 8:30 P.M. UNTIL THE NEXT MEETING ON SEPTEMBER 25, 2017.

YEAS ALL, MOTION CARRIED.

Janae L. Fear, Secretary