

MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
Council Chambers, City Hall
January 14, 2013 – 7:00 pm

CALL TO ORDER: Meeting was called to order at 7:00 p.m. by Chairman William Wascher.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited by all in attendance.

ROLL CALL: Roll Call was taken by Recording Secretary Marty Stinson.

MEMBERS PRESENT: Chairman William Wascher; Vice-Chairman Frank Livingston; Commissioners David Bandkau, Tom Kurtz, Cindy Popovitch, Ron Schlaack (arrived 7:16 p.m.), Brent Smith, and Thomas Taylor.

MEMBERS ABSENT: Secretary Melvin Renfrow.

OTHERS PRESENT: Adam Zettel, Assistant City Manager and Director of Community Development.

AGENDA APPROVAL:

MOTION BY COMMISSIONER LIVINGSTON, SUPPORTED BY COMMISSIONER POPOVITCH TO APPROVE THE AGENDA FOR JANUARY 14, 2013.

YEAS ALL. MOTION CARRIED.

MINUTES APPROVAL:

MOTION BY COMMISSIONER TAYLOR, SUPPORTED BY COMMISSIONER SMITH TO APPROVE THE MINUTES OF THE MEETING OF DECEMBER 10, 2012

YEAS ALL. MOTION CARRIED.

COMMUNICATIONS:

1. Staff memorandum
2. PC minutes from December 10, 2012
3. Lincoln School site plan

COMMISSIONER / PUBLIC COMMENTS: None

PUBLIC HEARING: None requested.

SITE PLAN REVIEW:

1. Lincoln School PUD site plan review

Craig Patterson, WODA Group, brought the site plan for the Lincoln School PUD zoning. There will be 28 senior units. Funding will be from MSHDA and the Historic Tax Credits. There will be 29 parking spaces; the structure to be used for low to moderate income; age 55 and up. Former classrooms would be converted into one or two bedroom units. The outside of Lincoln School will remain the same except for some tucking repairs. The new construction will be different and will contrast, but will look like the new and old belong together. There will be an elevator between the two portions with two floors for Lincoln School and three floors for the new portion.

There will be fencing along the alley on the north side; 14 – 19 parking spaces will be underneath the new second floor. One large room on the second floor of the school will be converted partially to a community space and another portion to residential. The staircases and terrazzo floors will remain pretty close to what they are today except for added safety items. The first floor of both new and old structures will have a total of six – 1 bedroom units and four – 2 bedroom units. The second floors will have four – 1 bedroom units and eight – 2 bedroom units. The third floor on the new portion (no third floor on the school) will have two – 1 bedroom units and four – 2 bedroom units.

Commissioner Livingston asked how a garbage truck would get in and out to clear the dumpster. Mr. Patterson suggested that the dumpster may need to be turned. Further checking will need to be done.

Commissioner Popovitch stated that parking space number one looked pretty close to the property line and sidewalk.

7:16 P.M. Commissioner Schlaack arrived.

Mr. Patterson will check with the architects about how close that is. He thought there was a strip of grass on the landscape site plan between the parking space and the sidewalk.

Commissioner Taylor asked about guest parking. Mr. Patterson stated that was there was parking on both sides of Clinton Street and on some on Michigan Avenue. Mr. Adam Zettel, Assistant City Manager and Director of Community Development, stated that senior parking is usually .7 spaces per unit as some seniors no longer drive. Some spaces may be available on site.

Commissioner Taylor asked how many light poles there will be. Mr. Zettel replied five now. We require no visible glare; may need shielded lighting, possibly shoe box lighting. Mr. Patterson added that they can add shields to protect adjacent areas. There would be lights over the ingress and egress. Historic fixtures would stay, but energy efficiency lighting will be considered.

Mr. Leonard Krawczyk, owner of the parking lot at the corner of Michigan Avenue and Main Street, had concerns about people from the senior housing using his parking lot inappropriately. Mr. Patterson assured him that they keep track of license plates and vehicles. They would work with Mr. Krawczyk in keeping guests and tenants out of his parking lot. Mr. Krawczyk is in favor of the program and thinks this is good usage of the property for the senior housing.

Mr. Krawczyk asked if this property paid taxes. Mr. Patterson replied that they have a "pilot." That is an annual fee to the city similar to taxes. It is less than taxes, but they have restricted rents because they have a pledge to MSHDA. The pilot is about \$13,500 annually.

Discussion continued about possibly re-engineering the retaining wall; snow removal being done by local contract; bike racks being added; this project being a response to the master plan as a resolution to keeping the school from deteriorating and bringing in senior housing to the community.

Mr. Gary Burk, Director of Utilities for the city also noted that part of the \$13,500 would go to the schools.

Commissioner Popovitch asked for a review of the timeline. Mr. Patterson stated that the process with MSHDA would take about 120 days. In June, MSHDA will announce the winners. Then another 60 days. The closing on the February application would be between September – December or even into the following year. At that point they could start to demo the interior. Then in about a year, they may be able to take in occupants a floor at a time. It should be one year from the closing for the final occupancy.

Mr. Patterson stated that WODA acts as a general contractor, but hires locals for subcontractors.

MOTION BY COMMISSIONER KURTZ SUPPORTED BY COMMISSIONER LIVINGSTON:

THE OWOSSO PLANNING COMMISSION, FINDING THE LINCOLN SCHOOL PUD SITE PLAN APPLICATION FOR 120 MICHIGAN AVENUE, 050-700-001-008-00, TO MEET ALL CRITERIA FOR PUD SITE PLAN REVIEW IN ACCORDANCE WITH ZONING SECTIONS 38-390 & 39-395, HEREBY RECOMMENDS APPROVAL OF THE FINAL SITE PLAN BY THE CITY COUNCIL, CONDITIONED UPON THE FOLLOWING:

- 1. ADMINISTRATIVE APPROVAL OF FINAL LIGHT POLE HEIGHTS AND ALL LIGHT SCREENING OR SHADING ELEMENTS.**
- 2. ADMINISTRATIVE APPROVAL OF EXACT LANDSCAPING/SCREENING ELEMENTS WITHIN THE PARAMETERS SET IN THE EXISTING SITE PLAN.**
- 3. ADMINISTRATIVE APPROVAL OF WATER, SEWER, AND STORM WATER UTILITY CONNECTIONS, LOCATIONS, SIZES, AND DETENTION MEASURES.**

**4. THE GARBAGE DUMPSTER IS TO BE ACCESSIBLE TO THE TRUCKS.
YEAS ALL. MOTION CARRIED.**

BUSINESS ITEMS: None

ITEMS OF DISCUSSION: None

COMMISSIONER / PUBLIC COMMENTS:

Commissioner Popovitch asked about the PUD timeline. Chairman Wascher stated it was three years according to the Section 395 PUD paragraph.

Commissioner Taylor asked about the House of Mok building. Mr. Zettel will check on the status. He mentioned that the building official said they were surprised by what they found when the siding was removed. They will need to refabricate the walls and create new plans. Mr. Zettel will check with the building official tomorrow and e-mail the board members.

Mr. Zettel announced that they have a MSU graduate student who is going to be studying the Washington Street corridor from Water Street to Baker College to make some recommendations for the area. This student is without cost to the city

ADJOURNMENT:

**MOTION BY COMMISSIONER KURTZ, SUPPORTED BY COMMISSIONER LIVINGSTON, TO
ADJOURN AT 8:22 P.M. UNTIL JANUARY 28, 2013.
YEAS ALL. MOTION CARRIED.**

Melvin Renfrow, Secretary

mms