

MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
Monday, March 25, 2024 – 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: Commissioner Law, Vice-Chair Livingston, Commissioners Robertson, Schlaack, Taylor, and Chairman Wascher

MEMBERS ABSENT: Secretary Fear, Commissioners Martin and Owens

OTHERS PRESENT: Tanya Buckelew, Planning & Building Director; Justin Sprague, CIB Planning

APPROVAL OF AGENDA:

MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY COMMISSIONER ROBERTSON TO APPROVE THE AGENDA FOR March 25, 2024.

YEAS ALL. MOTION CARRIED.

APPROVAL OF MINUTES:

MOTION BY VICE-CHAIR LIVINGSTON SUPPORTED BY COMMISSIONER TAYLOR TO APPROVE THE MINUTES FOR THE January 22, 2024 MEETING.

YEAS ALL. MOTION CARRIED.

PUBLIC HEARING: None

SITE PLAN REVIEW:

1. SITE PLAN REVIEW FOR 900 ADA STREET AND 901 N SHIAWASSEE STREET

Jed Dingens, Architect on the project, detailed the proposed plans. Each lot would be a quad-plex (approximately 3,700 square feet), with two lower units and two upper. The lower units would be handicap accessible. Mr. Dingens further detailed the parking area layout, trash bins with screening, and a rain garden.

Justin Sprague, CIB Planning, stated the plans submitted and his review are based on the newly adopted zoning ordinance that takes effect in April 2024 and reviewed his letter of recommendations on the following:

1. **Information items.** The site plan meets the informational requirements of the ordinance.
2. **Proposed uses.** Development of two, quadplex multi-story residential buildings as permitted by the new City of Owosso Zoning Ordinance.
3. **Area and bulk.** The proposed site was reviewed in accordance with Article 16, Schedule of Regulations, as described in the following table:

900 Ada (R-1 Zoning) Building 1	Required	Provided	Comments
Front yard building setback	15 ft.	20 ft.	In compliance
Side yard building setback	10 ft.	10.6 ft.	In compliance
Side abutting	20 ft.	20.6 ft.	
Rear yard building setback	30 ft.	42 ft.	In compliance
Maximum building height	35 ft.	35 ft.	In compliance
901 N Shiawassee (R-1 Zoning) Building 2	Required	Provided	Comments
Front yard building setback	15 ft.	20 ft.	In compliance
Side yard building setback	10 ft.	10.6 ft.	In compliance
Side abutting	20 ft.	20.6 ft.	
Rear yard building setback	30 ft.	42 ft.	In compliance
Maximum building height	35 ft.	35 ft.	In compliance

4. **Building design & materials.** The ordinance states that durable building materials which provide an attractive, quality appearance must be utilized. The proposed building materials were presented at the meeting, which appear to be acceptable. Further design drawings, with the proposed colors and materials, are requested for a review.
5. **Building height.** The proposed building complies with the maximum building height.
6. **Mechanical units.** The zoning ordinance requires that all exterior mechanical equipment be screened. The applicant appears to show four A/C units on each corner of the building. These will require further screening than just the proposed shrubs.
7. **Dumpster.** Mr. Dingens updated the plans to reflect trash bins instead of a dumpster and the bins will be placed behind screening.
8. **Site lighting.** The plans show the center lighting at 24' tall from grade. Per ordinance, the lights can only be 20' tall from grade. Per Mr. Dingens, the plans will be updated.
9. **Parking lot requirements.** This requirement has been met except for the center lot spaces where the dimensions are 9' X 17.6' that have an overhang into a rain garden. A variance will need to be sought to allow the reduction in parking space size. The rain garden will require approval from the City Engineer for conformance with storm water requirements.
10. **Landscaping.** The landscaping plan complies with the ordinance, however, if additional landscaping is needed to screen exterior mechanical equipment that must be shown on the plan for final approval.
11. **Screening wall.** The site plan shows a proposed 4'6" screening wall as required by the ordinance but wall material details have not been provided. This information should be provided for Planning Commission approval.
12. **Other approvals.** The proposed/revised site plan must be reviewed and approved by the appropriate city departments, consultants and agencies (MDOT).
13. **Site survey required.** To determine further grades and site drainage
14. **Sidewalks.** Work with the City Engineer to meet the city's requirements

MOVED BY COMMISSIONER ROBERTSON SUPPORTED BY VICE-CHAIR LIVINGSTON TO TABLE THE SITE PLAN REVIEWS FOR BOTH 900 ADA STREET AND 901 N SHIAWASSEE STREET UNTIL THE APRIL 2024 MEETING, PENDING THE SURVEY AND UPDATED PLANS.

YEAS: COMMISSIONER LAW, VICE-CHAIR LIVINGSTON, COMMISSIONERS ROBERTSON, SCHLAACK, TAYLOR AND CHAIRMAN WASCHER
NAYS: NONE
RCV MOTION CARRIED

COMMISSIONER/CITIZEN COMMENTS:

Marv Sanders, 916 Ada, asked about the dumpster and will there be a truck picking it up early in the morning.

Tanya Buckelew responded with there would not be a dumpster but rather trash bins that have to be taken to the street on pick up day just like the neighbors.

Jim Slingerland, 908 Campbell, asked about the roof and about the exterior materials.

Jed Dingens stated it would be a flat roof and shared the sample materials with the audience.

Jason Harris, 900 Campbell, asked about zoning and how many apartments are allowed.

Justin Sprague stated a maximum of four units per lot is allowed for the R-1 zoning.

Rich Harsh, 816 Campbell, asked if this is the ideal location due to the narrowness of Jennett Street.

Discussion about adding no parking sign on Jennett Street to prevent further narrowing of the street.

Karen Harris, 900 Campbell, asked about the number of parking spots required.

Justin Sprague stated two spaces per unit is required for 2 bedrooms and 1.5 spaces for a one bedroom. The proposed plan is nine spaces (includes two handicap spaces).

ADJOURNMENT:

MOTION BY COMMISSIONER TAYLOR SUPPORTED BY COMMISSIONER LAW TO ADJOURN AT 7:35 PM UNTIL THE NEXT MEETING ON APRIL 22, 2024.

YEAS ALL, MOTION CARRIED

Janae Fear, Secretary