

**MINUTES**  
**REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION**  
**Monday, August 22, 2022 – 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:** Recording Secretary Molly Hier

**MEMBERS PRESENT:** Secretary Fear, Commissioner Law, Vice-Chair Livingston, Commissioners Martin, Robertson, Taylor and Chairman Wascher

**MEMBERS ABSENT:** Commissioners Jenkins and Schlaack

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

**APPROVAL OF AGENDA:**

**MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY SECRETARY FEAR TO APPROVE THE AGENDA FOR August 22, 2022.**

**YEAS ALL. MOTION CARRIED.**

**APPROVAL OF MINUTES:**

**MOTION BY VICE-CHAIR LIVINGSTON SUPPORTED BY SECRETARY FEAR TO APPROVE THE MINUTES FOR THE July 25, 2022 MEETING.**

**YEAS ALL. MOTION CARRIED.**

**PUBLIC HEARINGS: NONE**

**MOTION BY SECRETARY FEAR SUPPORTED BY COMMISSIONER TAYLOR TO RECUSE COMMISSIONER MARTIN FROM THE SITE PLAN REVIEW OF 219 N WATER STREET DUE TO HIS PROJECT INVOLVEMENT AND CONFLICT OF INTEREST.**

**YEAS ALL. MOTION CARRIED.**

**SITE PLAN REVIEWS:**

**1. 219 N WATER STREET**

Vickie Droste, Consultant for Venture Inc. explained the property is proposed to be 50 new low-income apartments. The lunchroom, gym and auditorium are being considered as future commercial spaces. The developer is seeking preliminary approval from the Planning Commission in order to submit their application to MSHDA by October 1, 2022 for funding. They will also be pursuing a State Historic Preservation Grant.

Justin Sprague, CIB Planning, stated if commercial uses are planned, then further review would be required to ensure there is enough parking.

Chairman Wascher confirmed project start date could be anywhere from 1-2 years depending on grant approvals.

Justin Horvath, 818 S. Washington spoke in support of the project, believes this will help with the shortage in housing and bring more people to Owosso's downtown. He spoke on the competitiveness of the MSHDA funding program.

Discussion was held regarding the amphitheater.

**Review comments from Justin Sprague, City Planner**

- 1. Information items.** The site plan meets the informational requirements of the ordinance.  
**Area and bulk.** The proposed site was reviewed in accordance with Article 16, Schedule of Regulations, as described in the following table –

	Required	Provided	Comments
<b>219 N Water Street (RM-2 Zoning)</b>			
Front Yard Building Setback	30 ft.		Not provided on plan
Side Yard Building Setback	20 ft.		In compliance but not shown on plan
Rear Yard Building Setback	30 ft.		In compliance but not shown on plan
Maximum Building Height	35 ft.		Appears in compliance but not shown on plan

- 2. Building Design & Materials.** The ordinance states that durable building materials which provide an attractive, quality appearance must be utilized. The proposed building materials are acceptable for the RM-2 District and will not be changed from the existing structure.
- 3. Building Height.** The existing building complies with the maximum building height.
- 4. Mechanical Units.** The plan does not identify if new mechanical units such as air conditioners or other types of units will be added to the site. Any proposed units and their screening must be provided on the plan.
- 5. Dumpster.** The proposed plan currently shows two dumpster enclosure areas but does not include screening details. Details must be provided for Planning Commission or Administrative review.
- 6. Parking Lot Requirements.** The parking areas are proposed to be resurfaced with the addition of some new green spaces. The number of parking spaces is over and above the ordinance requirements.
- 7. Landscaping.** It does appear that new landscaping is proposed. The applicant must submit a landscaping plan indicating what plant material will be planted to ensure conformance with the ordinance.
- 8. Lighting.** The site plan does not indicate any proposed lighting. A lighting plan is required for any new lighting proposed to ensure conformance with the ordinance. It is noted that all new lighting should be shielded and fixed at 90-degree angles toward the ground, not at a 45 degree or other degree angle from the pole or building.

9. **Other approvals.** The proposed site plan must be reviewed and approved by the appropriate city departments, consultants and agencies.

**Recommend approval conditioned upon the following:**

1. An updated site plan with all dimensions shown on the plan including exact setback distances and building height;
2. Identification of proposed dumpster screening and materials to be used;
3. Clarification of plan species for any new landscaping is proposed;
4. The location and screening of any proposed mechanical units;
5. A lighting plan showing any new proposed lighting and that all light fixtures are fixed in a 90 degree to the ground, downward facing position; and
6. Final administrative review and approval of the updated site plan by the appropriate city departments, consultants and agencies.

**MOTION BY VICE-CHAIR LIVINGSTON SUPPORTED BY COMMISSIONER TAYLOR TO APPROVE THE SITE PLAN REVIEW FOR 219 N WATER STREET FOR THE RENOVATIONS TO THE FORMER OWOSSO MIDDLE SCHOOL TO CREATE NEW RESIDENTIAL, MULTI-FAMILY UNITS.**

**YEAS: SECRETARY FEAR, COMMISSIONER LAW, VICE-CHAIR LIVINGSTON, COMMISSIONER ROBERTSON, TAYLOR AND CHAIRMAN WASCHER**  
**NAYS: NONE**  
**RCV: 6-0 MOTION CARRIED**

**ITEMS OF BUSINESS: NONE**

**COMMISSIONER/CITIZEN COMMENTS:**

Secretary Fear inquired about the Matthews Building site and other property developments throughout town. Tanya Buckelew stated the demo company for the Matthews Building will be onsite in the next two weeks to remove the remaining portion.

Draft of the zoning re-write to the board in the coming months for review and eventual approval. With completion by Spring 2023.

Justin Horvath stated he is working with Habitat for Humanity whose project has been pushed back to 2023 and the owners of 715 S. Washington have been working mostly on the inside of the church to prepare for residential units.

**ADJOURNMENT:**

**MOTION BY SECRETARY FEAR SUPPORTED BY VICE-CHAIR LIVINGSTON TO ADJOURN AT 7:08 PM UNTIL THE NEXT MEETING ON September 26, 2022.**

**YEAS ALL, MOTION CARRIED**

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**Janae Fear, Secretary**