

MINUTES
REGULAR MEETING OF THE CITY OF OWOSSO ZONING BOARD OF APPEALS
December 16, 2025 AT 9:30 A.M.

CALL TO ORDER: Vice-Chair Horvath called the meeting to order at 9:30 a.m.

ROLL CALL: Was taken by Tanya Buckelew

MEMBERS PRESENT: Vice-Chair Horvath, Secretary Taylor, Board Members Suchanek and Teich

MEMBERS ABSENT: Chairman Grubb

OTHERS PRESENT: Tanya Buckelew, Planning & Building Director, Kristen Hatfield, OHM Advisors

AGENDA:

MOTION BY SECRETARY TAYLOR AND SUPPORTED BY BOARD MEMBER TEICH TO APPROVE THE AGENDA FOR THE DECEMBER 16, 2025 REGULAR MEETING.

YEAS: ALL. MOTION CARRIED.

MINUTES:

MOTION BY BOARD MEMBER TEICH AND SUPPORTED BY SECRETARY TAYLOR TO APPROVE THE MINUTES OF THE APRIL 15, 2025 REGULAR MEETING.

YEAS: ALL. MOTION CARRIED.

SELECTION OF OFFICERS:

MOTION BY BOARD MEMBER TEICH AND SUPPORTED BY SECRETARY TAYLOR TO APPROVE THE FOLLOWING SELECTION OF OFFICERS: CHAIRMAN GRUBB, VICE-CHAIR HORVATH AND SECRETARY TAYLOR.

YEAS: ALL. MOTION CARRIED.

PUBLIC HEARINGS:

1. 700 N SHIAWASSEE STREET – MEMORIAL HEALTHCARE – DIMENSIONAL VARIANCE REQUEST FOR AN EMPLOYEE PARKING LOT

Kristen Hatfield, with OHM Advisors, reviewed the variance request to allow for a 5' encroachment of the parking lot into the front yard setback and to construct a 2-way drive aisle that is 24' wide to construct an employee parking lot with 62 spaces.

This project includes demolition of the existing storage buildings, removal of the existing gravel, construction of a new asphalt surface parking lot, installation of storm water catch basins and landscaping behind the sidewalk.

Opened the public hearing at 9:35 a.m.

Doug Scott, Rowe Professional Services, stated the project would be for employee parking only and mostly during the daytime hours. MDOT has reviewed and approved the project.

Charlie Thompson, Memorial Healthcare, discussed the need for employee parking and the lot would not be used for patient parking.

Levi Perry, 720 Pine Street, does support the project and has concerns with the visibility on King and M-52, and adding foliage for noise control.

Closed the public hearing at 9:50 a.m.

MOTION BY BOARD MEMBER TEICH, SUPPORTED BY SECRETARY TAYLOR TO APPROVE THE DIMENSIONAL VARIANCES FOR 700 N. SHIAWASSEE STREET TO ADD AN EMPLOYEE PARKING LOT THAT WILL BE SETBACK 15' FROM THE RIGHT-OF-WAY AND REDUCED 2-WAY DRIVE AISLE WIDTH AT 24', BASED ON THE FOLLOWING CONDITIONS:

1. The encroachments would provide justice to the applicant.
2. A lesser variance would not meet the needs of the applicant.
3. The campus was planned for slower growth, but community demand has increased the need for parking.
4. The need for the variances is not self-created.
5. The variance will not harm the essential characteristics of the area.
6. The variance will not harm the intent of this chapter of the ordinance; and,
7. Site plan review with the planning commission is required.

YEAS: SECRETARY TAYLOR, BOARD MEMBER SUCHANEK, BOARD MEMBER TEICH AND VICE-CHAIR HORVATH
NAYS: NONE
RCV: MOTION CARRIED.

2. 640 N SHIAWASSEE STREET – MEMORIAL HEALTHCARE – DIMENSIONAL VARIANCE REQUEST FOR BUILDING SETBACK

Kristen Hatfield, with OHM Advisors, reviewed the variance request to allow for a building encroachment of twenty-five (25') in the 25' rear yard setback for a proposed bus garage.

This project includes building improvements including renovations to the southern portion of the existing building, demolition of the northern portion of the building and a 40' X 48' building addition in place of the northern portion that is scheduled to be demolished, removal of the existing gravel parking area, construction of new concrete surface lot including concrete curb and gutter, as well as sidewalk along King Street, installation of storm water catch basins and removal of the existing curb openings along N. Shiawassee Street.

Opened the public hearing at 9:50 a.m.

Charlie Thompson, Memorial Healthcare, stated the building will be used for the mobile health unit and an ambulance bay, along with office space for EMT's and campus safety.

No other public feedback.

Closed the public hearing at 9:55 a.m.

MOTION BY BOARD MEMBER TEICH, SUPPORTED BY SECRETARY TAYLOR TO APPROVE THE DIMENSIONAL VARIANCE FOR 640 N. SHIAWASSEE STREET TO ALLOW THE ADDITION TO THE EXISTING BUILDING BY REDUCING THE BUILDING SETBACK TO 0', BASED ON THE FOLLOWING CONDITIONS:

- 1. The encroachments would provide justice to the applicant.**
- 2. A lesser variance would not meet the needs of the applicant.**
- 3. The campus was planned for slower growth, but community demand has increased the need for parking.**
- 4. The need for building renovations is not self-created.**
- 5. The variance will not harm the essential characteristics of the area.**
- 6. The variance will not harm the intent of this chapter of the ordinance; and,**
- 7. Site plan review with the planning commission is required.**

YEAS: BOARD MEMBER SUCHANEK, SECRETARY TAYLOR, BOARD MEMBER TEICH AND VICE-CHAIR HORVATH

NAYS: NONE

RCV: MOTION CARRIED.

OTHER BOARD BUSINESS: NONE

PUBLIC COMMENTS AND COMMUNICATIONS: NONE

ADJOURNMENT:

MOTION BY SECRETARY TAYLOR AND SUPPORTED BY BOARD MEMBER SUCHANEK TO ADJOURN THE MEETING AT 10:02 A.M. UNTIL THE NEXT REGULARLY SCHEDULED MEETING ON MONDAY, JANUARY 26, 2026, IF ANY REQUESTS ARE RECEIVED.

YEAS: All. Motion carried.

Thomas Taylor, Secretary