

**MINUTES  
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION  
COUNCIL CHAMBERS, CITY HALL  
TUESDAY, MAY 28, 2019 – 6:30 PM**

**CALL TO ORDER:** Chairman Wascher called the meeting to order at 6:35 p.m.

**PLEDGE OF ALLEGIANCE:** Recited

**ROLL CALL:** Roxane Cramer, Deputy City Clerk

**MEMBERS PRESENT:** Chairman Wascher, Vice-Chair Livingston, Secretary Janae Fear and Commissioners Adams, Jenkins, Kirkland, Law, and Taylor.

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Jordan London from Edmund London & Associates; Justin Sprague and Kelly McIntyre both with Community Image Builders; and City Manager, Nathan Henne

**APPROVAL OF AGENDA:**  
**MOTION BY VICE-CHAIR LIVINGSTON SUPPORTED BY SECRETARY FEAR TO APPROVE THE AGENDA FOR MAY 28, 2019.**

**YEAS ALL. MOTION CARRIED.**

**APPROVAL OF MINUTES:**  
**MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY COMMISSIONER LAW TO APPROVE THE MINUTES FOR THE APRIL 22, 2019 MEETING.**

**YEAS ALL. MOTION CARRIED.**

**PUBLIC HEARINGS: NONE**

**OLD BUSINESS: NONE**

**NEW BUSINESS: Site Plan Memorial Healthcare**

Mr. London presented a slide presentation of the building being proposed as the Memorial Healthcare/Neuro/Ortho Wellness Center. He detailed the design of the building.

Commissioners then reviewed the site plan and there was discussion about the building, the lighting, drainage, and the buffer zone with the residential area. Mr. London addressed commissioners concerns along with Doug Pratt from Rowe Engineering.

At this point City Manager Henne introduced Justin Sprague from CIB Planners to explain their review of the site plan.

Mr. Justin Sprague explained that CIB Planners are the City of Owosso's planning consultants. He then went on to explain that the Healthcare wanted to seek a PUD for the entire campus but for expediency they decided to go with a regular site plan with 2 variances. Mr. Sprague then introduced Kelly McIntyre from CIB Planners.

Ms. McIntyre, with CIB detailed the letter she had sent that was included in commissioner's packet. She explained that it will be located in two zoning districts. The proposed Wellness Center will be located in the office service district and the parking expansion will be in the residential district. The setbacks are in compliance for the Wellness Center. Ms. McIntyre did explain that they will have to seek a variance for the height of the building 39' 10' because in the office service district it is a height limit of 35'. This is one of the 2 variances they will need to seek. The parking lot setback against Ada Street will not meet the 50' setback it is proposed setback of 25', which will require a variance. A continuous wall is requested to buffer between the parking lot and the residential area. It could be a built wall or a landscape buffer. They have proposed parking lot landscaping and landscaping to enhance the entrance. Ms. McIntyre further explained they had provided a lighting plan and it looks good. All existing curb cuts not in use must be removed and filled in, that is a requirement of the engineers. Ms. McIntyre stated that CIB Planners recommend approval of the Memorial Healthcare Neuro/Ortho Wellness Center Site Plan, conditioned upon the following:

1. Submission of a revised site plan that satisfactorily addresses the items in this letter, for administrative review and approval;
2. The applicant obtaining a variance for the height of the building;
3. Details for the screening of roof- and ground-mounted mechanical units;
4. Details on construction and materials of the dumpster enclosure;
5. The applicant obtaining a variance for the parking lot setback to the east (Ada Street)
6. Planning Commission approval of a landscaped buffer instead of a wall along the north property line;
7. Material samples submitted to and accepted by the Planning Commission;
8. Replace the proposed pole-mounted metal halide fixtures with LED fixtures, and
9. Review and approval by the appropriate city departments, consultants, and agencies.

Commissioner Taylor asked about the landscape barrier. There was discussion about the landscape barrier. Secretary Fear asked about the drainage calculations. There was a discussion regarding the drainage.

**MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY COMMISSIONER LAW TO APPROVE A REVISED SITE PLAN ADDRESSING DRAINAGE, LANDSCAPE BUFFER AND CONSTRUCTION MATERIALS.**

**ROLL CALL VOTE:**

**YEAS: COMMISSIONERS ADAMS, SECRETARY FEAR, COMMISSIONERS JENKINS, KIRKLAND, LAW, VICE-CHAIR LIVINGSTON, COMMISSIONER TAYLOR AND CHAIRMAN WASCHER.**

**NAYS: NONE**

**YEAS ALL. MOTION CARRIED.**

**NEW BUSINESS: Site Plan – Consumers**

Mr. Sprague explained that this is a small site plan. Consumers Energy has a small gas regulator facility under 1,000 square feet and are replacing it with a new building. Most communities for a site plan this small, 1000 square feet or less, do it administratively but the City of Owosso ordinance doesn't allow that. Mr. Sprague stated his interpretation of the ordinance is if you are replacing something it should be replaced with what is at least existing or better. The current building is all brick and the building they are replacing it with will be 1/3 brick and the rest some sort of siding.

Doug Pratt from Rowe Engineering, the engineer on the project, addressed questions from commissioners, regarding drainage, the materials for rebuilding. He explained that this is part of Consumer's ongoing maintenance program to refurbish the building and piping.

**MOTION BY COMMISSIONER TAYLOR, SUPPORTED BY COMMISSIONER LAW TO APPROVE THE SITE PLAN CONTINGENT UPON APPROVAL BY THE CITY ENGINEER AND IT BE REPLACED WITH AN ALL BRICK STRUCTURE.**

**ROLL CALL VOTE:**

**YEAS: SECRETARY FEAR, COMMISSIONERS JENKINS, KIRKLAND, LAW, VICE-CHAIR LIVINGSTON, COMMISSIONER TAYLOR, ADAMS AND CHAIRMAN WASCHER.**

**NAYS: NONE**

**YEAS ALL. MOTION CARRIED.**

**OTHER BOARD BUSINESS**

None

**PUBLIC COMMENTS AND COMMUNICATIONS**

Commissioner Fear asked Mr. Sprague if the commission would receive report like they did tonight for the Health and Wellness Building.

Mr. Sprague explained they would receive reports for anything that comes before the planning commission. He also explained that typically CIB would recommend one way or the other or it could be recommend denial upon waiting for more information to be provided. He further explained they would work out the details before the applicant would come to the planning commission.

City Manager Henne explained that staff will go over and review site plan as well as CIB Planners.

CIB Planners are currently working on the Master Plan to make Owosso a redevelopment ready community.

**ADJOURNMENT**

**MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY COMMISSIONER TAYLOR TO ADJOURN AT 7:24 P.M.**

**YEAS ALL, MOTION CARRIED.**

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Janae L. Fear, Secretary