

The special meeting of the Clare City Planning Commission was called to order in the City Commission Chambers, at 5:30 p.m. by Chair John Kline who led the Pledge of Allegiance. Present were: Commissioners Glenda Carmoney, Josh Clark, Angie Cozat, John Kline, Jan Winter and Nick Wyman. Absent: Darren Acton, Steve Barnes & Elaine Demasi. Also present were Ken Hibl, City Manager; Steve Kingsbury, Treasurer and Finance Director; and Diane Lyon, City Clerk.

APPROVAL OF MINUTES:

Moved by Commissioner Winter second by Commissioner Clark to approve the minutes of the previous meeting with amendment. Ayes: All. Nays: None. Absent: Darren Acton, Steve Barnes & Elaine Demasi. *Motion approved.*

APPROVAL OF AGENDA:

Moved by Commissioner Carmoney second by Commissioner Winter to approve the agenda. Ayes: All. Nays: None. Absent: Darren Acton, Steve Barnes & Elaine Demasi. *Motion approved.*

PUBLIC COMMENT: None.

UNFINISHED BUSINESS: None

NEW BUSINESS:

SITE PLAN APPLICATION (720 ANN ARBOR TRAIL)

The City received a site plan application from the Great Lakes Mennonite Church (GLMC) to rehabilitate and convert the existing structures located at 720 Ann Arbor Trail to a church and school.

We held a preliminary meeting with the architect and completed a very cursory review of the proposed plans; however, the plans are not completed, e.g., all elevation drawings, drainage plans, lighting plans, landscape plans, parking plans, etc. are only in the draft stages of completion. The staff site review with the architect and a representative of the GLMC was held @ 1:30pm on Monday, February 9th. Consequently, we have accomplished notice of the proposed site plan and the meeting date to allow the public an opportunity to review and comment on the proposed site plan and have scheduled the site plan for consideration at tonight's scheduled meeting.

As a related matter, this site plan and the actual purchase of the property by GLMC is contingent upon approval of a needed zoning change. The Planning Commission considered and recommended approval of the required zoning change at its January 28th meeting. The City Commission held a hearing and conducted a First Reading of the proposed ordinance amendment to change the zoning of the property at its scheduled meeting of February 2nd. A Second Reading and the actual decision of the requested zoning change is scheduled to be made at the City Commission's February 16th meeting. Consequently, any decision made by the Planning Commission relative to the site plan application must be contingent upon approval of the necessary zoning change.

The Planning Commission is the approval authority of this proposed site plan.

Architect Chuck Griffith presented the proposed site plan to the Commission.

The site plan includes a sanctuary and kindergarten through 12th grade school. The existing concrete will be utilized for parking. A new driveway will be required in order to access that parking to insure that dirt and other materials are not being carried out on to the roadway. Outdoor lighting wall packs will be placed on the exterior of the building to provide ample lighting to the parking area without washing outside the parking lot and interfering with the neighbors or roadway traffic. The exterior of the building will be finished with steel in burgundy and tan colors (much like their current facility). At this time the budget won't allow for brick work on the exterior but the hope is to add brick or block to the bottom portion of the building when funds allow. Several windows will be installed up high in the gymnasium area to provide ventilation and to allow natural light down to the

floor. There will be a window in every classroom. Double doors will be installed at the main entry.

The 2' x 11' wall sign which currently exists on the present sanctuary will be moved over to the new location as will the 4' x 5' digital message board/ground sign.

The existing trees behind the property and along the west side will remain. A small swale on the east side will be built for storm water management. The all grass swale will be mowable within a day or two after rains so that it does not create a mosquito breeding ground.

At present there are about 75 members but the plan allows for growth in both the interior and exterior of the building. There are provisions for additional parking to the east of the planned drive as the membership grows. Parking calculations were based on the City's Ordinance Codes.

A men's room, ladies

Moved by Commissioner Winter second by Commissioner Clark to open a public hearing. Voice Vote: Ayes: Commissioners Glenda Carmoney, Josh Clark, Angie Cozat, John Kline, Jan Winter and Nick Wyman. Nays: None. Absent: Darren Acton, Steve Barnes & Elaine Demasi. *Motion approved.*

Public Comment: None.

Moved by Commissioner Barnes second by Commissioner Clark to close the public hearing. Voice Vote: Ayes: Commissioners Glenda Carmoney, Josh Clark, Angie Cozat, John Kline, Jan Winter and Nick Wyman. Nays: None. Absent: Darren Acton, Steve Barnes & Elaine Demasi. *Motion approved.*

Moved by Commissioner Clark second by Commissioner Winter to approve the proposed site plan by adoption of Resolutions 2015-011PC. Roll Call Vote: Ayes: Commissioners Glenda Carmoney, Josh Clark, Angie Cozat, John Kline, Jan Winter and Nick Wyman. Nays: None. Absent: Darren Acton, Steve Barnes & Elaine Demasi. *Motion approved.*

INTRA-COMMISSION COMMUNICATIONS None.

ADJOURNMENT

Moved by Commissioner Carmoney and seconded by Commissioner Wyman to adjourn. Ayes: All. Nays: None. Absent: Darren Acton, Steve Barnes & Elaine Demasi. *Motion approved.* Meeting adjourned at 5:50 p.m.

Diane M. Lyon, City Clerk