

The special meeting of the Clare City Planning Commission was called to order in the city commission chambers of Clare City Hall, 202 W. Fifth St., Clare, MI, at 6:30 p.m. by Chair Josh Clark who led with the Pledge of Allegiance. Present were: Commissioners Steve Barnes, Glenda Carmoney, Josh Clark, Elaine Demasi, Brett Moser, Jan Winter, and Nick Wyman. Absent: Darren Acton and Angie Cozat. Also present were Ken Hibl, City Manager; and Diane Lyon, City Clerk.

APPROVAL OF AGENDA:

Moved by Commissioner Winter second by Commissioner Carmoney to approve the agenda. Ayes: All. Nays: None. Absent: Darren Acton and Angie Cozat. *Motion approved.*

APPROVAL OF MINUTES:

Moved by Commissioner Carmoney second by Commissioner Moser to approve the minutes of the previous meeting. Ayes: All. Nays: None. Absent: Darren Acton and Angie Cozat. *Motion approved.*

PUBLIC COMMENT: None.

UNFINISHED BUSINESS: None

NEW BUSINESS:

A. SITE PLAN – GATEWAY REFRIGERATION

Gateway Refrigeration is in the process of purchasing approx. 2.5 acres in the City's North Industrial Park and has submitted a site plan application to construct the first of three new 10,000sf industrial buildings on this property. The City of Clare Planning Commission is the City's approval authority for the site plan and the special use permits.

The Clare Industrial Development Corporation (IDC) has approved the sale of the property and the proposed site plan.

The City Staff held a detailed site plan review of the proposal with Messrs. Loren and Lee Cole, the proprietors of Gateway Refrigeration, on May 19, 2016. The staff review determined that the proposed development meets all the current zoning and building standards and requirements of the City.

The Planning Commission is required to conduct a public hearing to receive comment related to the site plan. The City has published a public notice of the site plan proposal. To date the City has received no formal comment or correspondence related to the proposed development.

Prior to the conduct of the public hearing, the City Staff will introduce the site plan and offer Mr. Cole an opportunity to offer any additional comments related to the proposed new development. Consideration of the site plan will include all signage, parking, lighting, and landscaping elements of said proposal and the construction of the two additional 10,000sf proposed buildings if construction of said two additional buildings is commenced within one calendar year of the date of the approval of this site plan. The Planning Commission is asked to conduct the required public hearing and then discuss, consider and render decisions regarding the site plan.

Loren informed that the building will be used as cold storage warehousing with a small retail space to sell refrigeration control systems and related products.

Motion by Winter second by Wyman to open the public hearing. Voice vote: Ayes: All. Nays: None. Absent: Darren Acton and Angie Cozat.

Public comment: None.

Motion by Carmoney second by Demasi to close the public hearing. Voice vote: Ayes: All. Nays: None. Absent: Darren Acton and Angie Cozat.

Moved by Commissioner Carmoney second by Commissioner Winter to approve the Site Plan by adoption of 2016-008PC. Roll Call Vote, Ayes: Steve Barnes, Glenda Carmoney, Josh Clark, Elaine Demasi, Brett Moser, Jan Winter and Nick Wyman. Nays: None. Absent: Darren Acton and Angie Cozat. *Motion approved.*

B. ORDINANCE 2016-001 (AMEND CHAPTER 52, ZONING & CHAPTER 40, STREETS)

Approximately four months ago we asked Gourdie-Fraser, our engineer of record, to prepare road standards to be used for any streets and roads constructed in Clare. The road standards are intended to simplify the process of preparing contractor bid packages for street construction projects; to ensure consistent standards; and to establish guidelines for streets constructed by developers that are to revert to the City for ownership and maintenance. Our City Attorney has drafted Ordinance 2016-001 to incorporate the standards by reference (see proposed changes to Chapter 40, Sec 40-47 and outlined in 2016-001) and concurrently made other changes related to private roadways in Section 52-317 (also outlined in 2016-001) to bring that section of the zoning code into compliance with the proposed street standards.

The City Commission is the approval authority for all ordinance codes. But zoning codes must first be reviewed and considered by the City's Planning Commission and a recommendation(s) provided to the City Commission prior to adoption of changes or amendments to the zoning codes. While the City Manager may make changes to locations of or driveway openings and setbacks for pedestals (telephone, gas, electric & cable boxes, etc.), but he has no authority to change zoning codes. Prior to consideration of any proposed zoning ordinance change, the City Planning Commission is required to conduct a public hearing; a public hearing has been noticed.

The City Planning Commission is asked to conduct the required public hearing and subsequently consider and offer a recommendation(s) to the City Commission regarding Section 52-317 of the proposed Ordinance 2016-001, which incorporates the aforementioned zoning section.

Motion by Winter second by Wyman to open the public hearing. Voice vote: Ayes: All. Nays: None. Absent: Darren Acton and Angie Cozat.

Public comment: None.

Motion by Carmoney second by Demasi to close the public hearing. Voice vote: Ayes: All. Nays: None. Absent: Darren Acton and Angie Cozat.

Moved by Commissioner Carmoney second by Commissioner Winter to recommend approval of Ordinance 2016-001 to the City Commission by adoption of 2016-006PC. Roll Call Vote, Ayes: Steve Barnes, Glenda Carmoney, Josh Clark, Elaine Demasi, Brett Moser, Jan Winter and Nick Wyman. Nays: None. Absent: Darren Acton and Angie Cozat. *Motion approved.*

C. CONTINUATION OF MASTER PLAN UPDATE-MCKENNA ASSOCIATES

Mr. Greg Elliott, our lead representative from McKenna Associates, and Mr. Arthur Mullen, a contracted consultant of McKenna Assoc., were present to continue the process of assisting the Planning Commission update the City Master Plan.

The City has received our first request for a "Tiny House" so the Planning Commission is asked to consider that.

The primary topic of discussion was a review of Future Land Use Map (FLUM). Mr. Mullen presented the draft copy of the FLUM. Many of the changes were made to the areas outside city and county boundaries. Since Mr. Mullen and Mr. Elliott did not participate in the last Master Plan update, the Planning Commission was asked to clarify the intent for decisions made to zoning in five major areas during the 2009 Master Plan Update.

The first area of discussion was the expansion area north and east of the US127 interchange. In 2009, the area on the south side of Colonville Road was designated

as High Density S.F. Residential (HDSFR), with Industrial and Commercial directly across the road to the north. The Commission recalled that the decision was made in 2009 to bring in clustered housing (condo & townhouse type of construction) to the area because of the lack of that type of housing and because the property is a wooded, park like area with a fairly large lake on the property. Mr. Mullen wasn't convinced that residential development would be a good fit because there is industrial and large commercial development across the street and the area designated as residential abuts a highway on the south and west side so there would be a great deal of highway and truck traffic noise from the roadway. Additionally, residents that reside in that area are not as likely to shop in the downtown district if they are located directly across from the commercial area at the north end; they won't want to fight traffic going to the downtown area. The 2016 draft FLUM maintains the current location for industrial but expands the commercial area across Clare Avenue all the way to the highway and south of Colonville in an L shape on the west & southwest portion of that section with the eastern portion of that section south of Colonville designated as agricultural in order to contain commercial development into one area and curtail urban sprawl.

Steve Barnes offered that as a downtown business owner, he would rather see residential areas designated south of the freeway because those individuals are more likely to shop downtown.

Commissioner's Demasi and Clark were concerned that a beautiful piece of property and a lake would be destroyed and turned into a parking lot rather than being utilized as waterfront property. Commissioner Wyman suggested that rather than designating the entire L section south of Colonville as commercial, run the commercial on a straight north and south line (not following the current property line) to keep commercial away from the lake area which create a buffer zone between the lake and the commercial area. The commission agreed with this idea. The commission also decided to designate the eastern section (with the lake) as agricultural at this time which could be designated as multi-family residential in the future. Specific language unique to this area could be incorporated to preserve this area. However, this will still separate residents from downtown and people may not want to build a nice home next to or across from big box stores and an industrial area.

The neighborhood commercial on the corner of Eberhart & Colonville on the 2009 is the same as it is on the 2016 FLUM.

Commissioner Winter questioned the size of the north industrial park (IP) area wondering why it was not extended to Eberhart Avenue on the 2016 FLUM. Mr. Mullen explained that the assumption was made that the IP area was large enough for the term of the plan (five years). If in five years, if the IP was close to or at capacity, it would make sense to expand the area to Eberhart Avenue. If too much of an area is designated as industrial, it may sprawl rather than be in a more compacted area. However, in all practical sense, the area east of the city's IP is already industrial but is not within the city limits. Because the IP is already one-half full, the Industrial Development Corporation (IDC) is already looking for additional property. They are looking at property on both the north and south ends of Clare located close to other industrial areas and are considering property on the southeast corner of Eberhart Avenue and Colonville Road, particularly since it would abut airport property and therefore would be a good fit for that location.

Although the commission would like to preserve the lake area for residential, it may not be practical with the potential that it will be surrounded by big box commercial, industrial, and the highway. If the lake area served as a campground it would come off the tax rolls unless it was a private campground.

Commissioners determined that southeast corner of Eberhart and Colonville (next to the airport) should be zoned industrial. They also determined that the property directly east of the present day northern IP should be designated as industrial all the way to Eberhart Avenue, leaving the small, four corner area of Eberhart & Colonville designated as Neighborhood Commercial to allow for mini-mart's or other small businesses to serve the employees of the IP areas to the west and southeast.

Signage controls, lighting controls, parking and landscaping requirements are controlled by the City's zoning ordinances.

The city has been approached about "tiny" housing. The Planning Commission will need to determine if the Codes should be amended to allow for that type of housing and if so, would they be allowed in only a specific zoned area or dispersed among existing and future designated single family home zones. Many people are not going to want to live in a "tiny" home for an extended length of time. In Mr. Elliott's opinion, there is not a large enough market for "tiny" homes for this size of a city at this time. There are density issues that need to be considered when zoning for this type of specialized housing. Currently City Codes have a minimum square foot requirement.

Likely the best area for future residential would be on property immediately to the west of the present Days Inn known as the school property. Dunlop Road west of Maple on both north and south sides of the road has potential to be designated as Single Family Residential.

The next item addressed was expanding the Central Business District (CBD) from Wheaton Avenue south to Mineral Street with some expansion east and west. A CBD would allow for many uses including a missing middle housing such as quadplexes, row houses, etc. and also allow for downtown growth. CBD's allow for multi-story buildings while the Neighborhood Commercial (NC) allows for strip & regional commercial. NC is considered to be less intense, convenience commercial, intermixed with professional businesses which service the surrounding neighborhoods. The parcels in NC don't allow for larger businesses. CBD's allow for more intense pedestrian traffic.

The 2016 FLUM designates property on the north and south sides of East Fifth Street as Office use to keep the historic houses while providing the ability to allow small business into a structure. If that area becomes Central Business District then those buildings would be required to conform to Downtown Design Standards. The Planning Commission determined that it would be better to designate that corridor as part of the CBD to provide an area for growth of the CBD.

The next item of discussion was Pettit Park expansion. The "Beard property" (across the river from Pettit Park) is an ideal property for park expansion because of its proximity to Pettit Park and the beauty of the property. Commissioners were in support of designating the Beard property for Recreation/Open Space (ROS).

Commissioner Clark questioned why there is only a sidewalk on the west side of McEwan from the Heinz car wash north through town; C/M Hibl explained that it would cost at least \$1.5 million to build a sidewalk on the east side of McEwan. He offered that the City may be able to construct a sidewalk from north to south along that stretch at some point in the future as we are now eligible for an MDOT Small Urban grant, which is how we will be funding roadwork to handle the anticipated traffic increase at the north end of Clare. It would take some time before we could bank enough funds to put in a sidewalk on the east side of McEwan since only \$75K in grant funds is available every three years. The city would like to put up decorative lighting from the Tobacco River to the Downtown District as well, however, the decorative lights are quite expensive and funds are not available at this time.

The last items of discussion were two properties identified on the 2009 FLUM map as ROS. The first property, located on the northeast corner of Colonville Road and Grant Avenue was zoned as ROS because time the city was looking for property for the soccer/recreation program at that time. Since then, the city purchased property for the soccer/recreation complex and work on that property has begun, so the property on the corner of Colonville and Grant will revert back to Rural Residential.

The second piece of property abuts the airport and waste water treatment facility. This property was identified as ROS because it's owned by the city, the Tobacco River runs through it, and it is not buildable. It was determined that this property should remain zoned as ROS.

There were concerns regarding the lack of property available for HDSFR developments. Currently there are properties located on East 2nd, 3rd & 4th Streets zoned R-2, but with development at the north end of Clare the city will need more affordable housing than what is currently available. Property located at the southern City limits, within Vernon Township (adjoining the Soccer/Recreation Complex), is zoned HDSFR on the 2016 FLUM. Due to the proximity to the north end commercial construction and the lack of areas designated as HDSFR, the Planning Commission recommends zoning property located west of the Family Farm & Home Plaza as HDSFR with property adjoining the Dollar General Store property and trailer park as Single Family Residential.

With the information provided tonight by the Planning Commission, McKenna will make changes to the 2016 draft FLUM. The next steps for McKenna are to finish the layout, text, and language within the plan itself. New photos have been taken to incorporate into the plan. The Planning Commission will be provided the opportunity to review in July and approve the final draft of the Plan. The City Commission will approve the distribution to other affected entities (Clare County, Isabella County, Mid Michigan Council of Governments, Mid Michigan Community College, etc.) and they will be allowed 63 days for review. Once the review period is complete, the public hearing will be held and the Plan can be adopted. Once the Master Plan is complete, the Planning Commission will begin working on the sign ordinance.

INTRACOMMUNICATIONS

The city just completed a traffic study which will be presented to the City Commission at the June 6th meeting; the Planning Commission is invited to attend.

ADJOURNMENT

Moved by Commissioner Winter and seconded by Commissioner Moser to adjourn. Ayes: All. Nays: None. Absent: Darren Acton and Angie Cozat. *Motion approved.* Meeting adjourned at 8:37 p.m.

Diane Lyon, City Clerk