

The regular meeting of the Clare City Planning Commission was called to order at 6:30 p.m. by Planning Commission Chair Jason Lowe, at Clare City Hall, 202 W. 5th Street, Clare, Michigan. The Chair led the meeting with the Pledge of Allegiance. Present were: Commissioners Glenda Carmony, Josh Clark, Angie Cozat, Jason Lowe John Myers, Stacy Pechacek, & Nick Wyman. Absent: Elaine Demasi & Brett Moser. Also, present were Jeremy Howard, City Manager; and Diane Lyon, City Clerk.

APPROVAL OF CONSENT AGENDA:

Moved by Commissioner Pechacek second by Commissioner Clark to approve the Consent Agenda items listed with an asterisk (*) (Agenda, Minutes, Communications, and Professional Development) that are considered to be routine by the Planning Commission. Roll call vote: Yeas: Commissioners Glenda Carmony, Josh Clark, Angie Cozat, Jason Lowe John Myers, Stacy Pechacek, and Nick Wyman. Absent: Elaine Demasi & Brett Moser. *Motion Carried.*

PUBLIC COMMENT: None.

APPROVAL OF AGENDA: *approved by consent agenda.

APPROVAL OF MINUTES: *approved by consent agenda.

OLD BUSINESS: None.

NEW BUSINESS:

A. SITE PLAN REVIEW-FAÇADE IMPROVEMENT, IDEAL THEATER 609 N. MCEWAN STREET

The City of Clare has received a proposed façade improvement application and drawings from the Ideal Theater at 609 North McEwan Street for the purpose of improving the street side appearance of the Ideal theater location in downtown Clare. The DDA Design Standards Committee and the full DDA as well as City Staff have reviewed the proposed façade changes and recommend approval of the project.

The City Planning Commission is the City's approval authority of the proposed façade improvement project. To facilitate consideration of the site plan by the Planning Commission, public notice of the proposal has been published and notice to all residents and businesses within a 300' radius has been mailed. The Planning Commission is required to hold a public hearing related to the proposed façade improvement plan.

Subsequent to the hearing, the Planning Commission is asked to formally consider the façade improvement plan and render a decision in respect to approval or disapproval.

Motion by Commissioner Clark second by Commissioner Myers to open the Public hearing. Roll call vote: Yeas: Commissioners Glenda Carmony, Josh Clark, Angie Cozat, , Jason Lowe John Myers, Stacy Pechacek and Nick Wyman. Absent: Elaine Demasi & Brett Moser. *Motion Carried.*

Public Comment: None.

Motion by Commissioner Pechacek second by Commissioner Carmony to close the Public hearing. Roll call vote: Yeas: Commissioners Glenda Carmony, Josh Clark, Angie Cozat, , Jason Lowe John Myers, Stacy Pechacek and Nick Wyman. Absent: Elaine Demasi & Brett Moser. *Motion Carried.*

Architect Thomas Roberts and owners Sandy Wright and Lisa Benic were present to provide information regarding the entire rehabilitation project to include the façade improvement plan.

The brick will be tuckpointed and the sign is being restored; interior seating will accommodate 200 on the main level and 30-40 in the balcony area; the exit stairwell on the southwest corner will be repaired and updated for accessibility; new restrooms will be made ADA accessible; a new mechanical system is being installed; and there

will be a number of other improvements to the facility. They are hoping to open up to the public in January 2023.

Motion by Commissioner Pechacek second by Commissioner Cozat to approve the Site Plan by adoption of Resolution 2022-011PC. Roll call vote: Yeas: Commissioners Glenda Carmoney, Josh Clark, Angie Cozat, Jason Lowe, John Myers, Stacy Pechacek and Nick Wyman. Absent: Elaine Demasi & Brett Moser. *Motion Carried.*

B. ORDINANCE 2022-001-DOWNTOWN MIXED USE BY RIGHT (SECOND FLOOR RESIDENTIAL)

The City has been working toward receiving Redevelopment Ready Essentials Certification (RRC) in order to be eligible to apply for certain community development grants. One of the requirements for certification is to provide flexible zoning regulations which are inviting to encourage desired development and will provide for a walkable community. One of the zoning recommendations is to allow second floor residential by right within the Downtown Development District. Mixed use developments can increase a sense of place and spur revitalization efforts. As such, our RRC Community Planner recommends that we update our ordinance codes to allow for mixed use by right in areas of concentrated development rather than requiring a special use permit as is required within our current Codes of Ordinance. City Attorney Jaynie Hoerauf has drafted a zoning ordinance to address mixed use by right within the DDA.

All ordinance code changes or amendments require the approval of the Clare City Commission. Chapter 52 (Zoning) amendments first require the review and recommendation(s) of the Planning Commission prior to submittal of the proposed ordinance amendment to the City Commission. A public hearing is required prior to the review and consideration of the proposed Ordinance by the Planning Commission and the City Commission.

The Planning Commission is asked to review the draft ordinance, hold the requisite public hearing to accept public comment pertaining to the proposed ordinance, and subsequently make a formal recommendation to the Clare City Commission related to adoption of the ordinance.

Motion by Commissioner Clark second by Commissioner Carmoney to open the Public hearing. Roll call vote: Yeas: Commissioners Glenda Carmoney, Josh Clark, Angie Cozat, , Jason Lowe John Myers, Stacy Pechacek and Nick Wyman. Absent: Elaine Demasi & Brett Moser. *Motion Carried.*

Public Comment: None.

Motion by Commissioner Clark second by Commissioner Wyman to close the Public hearing. Roll call vote: Yeas: Commissioners Glenda Carmoney, Josh Clark, Angie Cozat, , Jason Lowe John Myers, Stacy Pechacek and Nick Wyman. Absent: Elaine Demasi & Brett Moser. *Motion Carried.*

While second floor residential is desirable from a walkability standpoint, Commissioner Clark questioned whether second floor residential is desirable from a safety standpoint and parking availability. There are a number of existing second residences in the DDA and building and fire codes apply to all residential housing, including second floor residential in the DDA. Typically, there is no conflict with parking because most residents are at work during business hours, thus residents use the parking areas when most businesses are closed.

The Commission noted that a comparison of demographics with Isabella County is not necessarily a true benchmark due to Isabella Counties much larger population and the University being located in Mt. Pleasant. Clare County is more comparable with Gladwin, Roscommon or Osceola County. The current draft was modeled after the previous Master Plan which used Isabella County in order to show the differences in the housing market, demographics, etc. from the prior Plan.

The Commission requested that the current draft Plan be amended to include updated photographs. Some of the errors within the document were also noted for correction.

McKenna will provide a link for Commissioners to upload photographs.

Motion by Commissioner Clark second by Commissioner Carmoney to approve Ordinance 2022-001 by adoption of Resolution 2022-012PC. Roll call vote: Yeas: Commissioners Glenda Carmoney, Josh Clark, Angie Cozat, Jason Lowe, John Myers, Stacy Pechacek and Nick Wyman. Absent: Elaine Demasi & Brett Moser. *Motion Carried.*

C. APPROVAL OF DRAFT MASTER PLAN

Nani Wolf from McKenna Associates met with the Planning Commission to continue the process of assisting the Planning Commission in updating the City Master Plan. New Flex Overlay Areas have been identified on the Future Land Use (FLU) map. Flex Overlay Areas allow the Planning Commission to approve a use that may be better suited for a property than what the property is zoned on the FLU map. The FLU map also identifies priority areas (in light green) for redevelopment (gateways).

The map needs to be updated as it is missing the south industrial property on the map.

For traffic control on the north end, a boulevard might be appropriate if MDOT is amenable to the idea.

Businesses using shared driveways was also recommended.

McKenna recommends updating signage and landscaping these priority redevelopment areas. A solar farm may be an appropriate way to utilize the superfund site area on the west entrance to the city as well as adding trees/shrubs to soften the look of the fencing surrounding the site.

Once approved by the Planning Commission, the next step will be for the City Commission to release the Plan to the public for 42 calendar days.

The Planning Commission is now being asked to complete a final review of the proposed Draft Master Plan, approve the draft plan update, and forward it to the City Commission for initial distribution, thereby commencing the required public notice period of 42 days for the updated Plan as required by law.

Motion by Commissioner Wyman second by Commissioner Pechacek to approve the Draft Master Plan and forward it to the City Commission by adoption of Resolution 2022-013PC. Roll call vote: Yeas: Commissioners Glenda Carmoney, Josh Clark, Angie Cozat, Jason Lowe, John Myers, Stacy Pechacek and Nick Wyman. Absent: Elaine Demasi & Brett Moser. *Motion Carried.*

EXTENDED PUBLIC COMMENT: None.

COMMISSION DISCUSSION TOPICS:

Isabella County Master Plan Update: The City received notice from Isabella County regarding the review period for Isabella County's Master Plan Update. The City will receive notice when the online link is made available on the Community Development page.

PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES: *Approved by Consent Agenda.

COMMUNICATIONS: *Approved by Consent Agenda.

ADJOURNMENT

Moved by Commissioner Pechacek second by Commissioner Myers to adjourn at 8:00 p.m. Roll call vote: Yeas: Commissioners Glenda Carmoney, Josh Clark, Angie Cozat, Jason Lowe, John Myers, Stacy Pechacek and Nick Wyman. Absent: Elaine Demasi & Brett Moser. *Motion Carried.*