

The regular meeting of the Clare City Planning Commission was called to order by Chair Dave Prawdzik in the Commission Chambers, at 6:31 p.m., who then led the Pledge of Allegiance. Present were: Commissioners Darren Acton, Steve Barnes, Glenda Carmoney, Elaine Demasi, John Kline, Dave Prawdzik, and Jan Winter. Absent: Josh Clark and Ben Walters. Also present were City Manager, Ken Hibl; and City Clerk, Diane Lyon.

**APPROVAL OF AGENDA:**

Moved by Commissioner Demasi second by Commissioner Winter to approve the agenda. Ayes: All. Nays: None. Absent: Josh Clark and Ben Walters. Motion approved.

**APPROVAL OF AMENDED MINUTES:**

Moved by Commissioner Acton second by Commissioner Kline to approve minutes of the April 9, 2014 Planning Commission meeting. Ayes: All. Nays: None. Absent: Josh Clark and Ben Walters. Motion approved.

**PUBLIC COMMENT:** None.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**ORDINANCE AMENDMENT 2014-003**

All properties within the geographical boundaries of the Clare Downtown Development Authority District (presently bounded by Seventh Street, Pine Street, Third Street, & Beech Street) are governed by Design Guidelines, which are generally more restrictive than zoning requirements of the other commercial zoning districts of the City – particularly in regard to signage, paint colors, historic significance and adherence to historical standards, and architectural features of buildings. The Design Guidelines are under the auspices of the DDA's Design Committee and the DDA Board.

The Design Guidelines section of the City's Zoning Ordinance Codes presently allow a projecting business sign or a wall or window sign but preclude the presence or use of both concurrently. In reality a number of downtown businesses have existing projecting signs and wall, window or awning signs in contradiction to the present ordinance codes, e.g., (Cops & Doughnuts, Clare Hardware, The Doherty Hotel). And since the use of both a projecting sign and a wall, window, or awning sign is consistent with the historic relevance of the Downtown District, the DDA has requested that the current ordinance be changed to accommodate the use of both types of signs concurrently; the attached Ordinance 2014-003 facilitates that change.

The proposed Ordinance also includes a correction to a glaring error that was recently discovered in the parking requirements for drive-in restaurants in Section 52-305 of our current Ordinance Codes. The current verbiage is ambiguous, confusing, and the parking requirements outlined are totally unreasonable. In consultation with our City Attorney, she agrees that the present verbiage was clearly an administrative error and oversight and to simply change the verbiage at the next opportunity in conjunction with a formal ordinance amendment – thus the addition of this change to Ordinance 2014-003.

All ordinance code changes or amendments require the approval of the Clare City Commission. Chapter 52 (Zoning) amendments first require the review and recommendation 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 amendment of both the Planning Commission and the City Commission. Notice of the requisite hearing for the Planning Commission has been made.

The Planning Commission is asked to conduct the required public hearing and subsequently review, consider, and make a formal recommendation(s) pertaining to the proposed Ordinance 2014-003.

Commissioner Barnes recommended

Moved by Commissioner Winter second by Commissioner Carmoney to open a public hearing. Ayes: All. Nays: None. Absent: Josh Clark and Ben Walters. Motion approved.

PUBLIC COMMENT: None.

Moved by Commissioner Acton second by Commissioner Demasi to close the public hearing. Ayes: all. Nays: None. Absent: Josh Clark and Ben Walters. Motion approved.

The Ordinance amendment presented under the heading of "Projecting Signs" states that "no signs shall be mounted above the first floor of the building." Commissioner Barnes suggested an amendment to that language as there are businesses that currently have projecting signs mounted between the first story and second story roof line. He also noted that historically, the downtown buildings had signs mounted between the first floor and second floor roof line.

Moved by Commissioner Barnes second by Commissioner Winter to approve Resolution 2014-004PC and recommend adoption of Ordinance 2014-003 with the recommended amendment to the Clare City Commission. Ayes: All Nays: None. Absent: Josh Clark and Ben Walters. Motion approved.

#### **INTRA-COMMISSION COMMUNICATIONS:**

##### Clare RR Depot.

The building is now tied to its foundation. Ken Hibl and Carol Santini attended an Arts Council grant seminar. Grants are due in October and we would need to receive SHPO's concurrence prior to submitting the grant application. We are going to apply for a SHPO grant and a Consumer's Energy grant and still continue to raise funds to rehabilitate the depot. The Depot Steering Committee is reluctant to give control of the project to SHPO because they don't wish to lose community buy-in to the project. Tom House and a group of local electricians have volunteered to do the electrical work pro-bono.

The Brewfest Committee has decided not to use the Depot for their event since there is still dirt work going on at the site.

##### Clare Brewfest

Brewfest will be held on August 16 at 4:00 pm. A recommendation was made to set up the "Chicken Poo Bingo" game at that event to raise funds for either the depot or the skate park. The "CP Bingo" game raised \$220.00 at Summerfest but it is hoped that more money will be raised with the Brewfest crowd in attendance.

##### Colonville Road Project.

Construction bids close July 18 and we expect to begin moving dirt in August. When construction is complete Colonville will be a three lane Class A road for the majority of the mile eastward to Eberhart.

##### Industrial Park Project.

Construction bids close on July 11. Bids must be approved by the EDA prior to presentation to the City Commission for their approval.

##### 415 Building

PA 125 gives municipalities first right of refusal to purchase foreclosed property (after the state). The DDA has decided to purchase the 415 building for about \$13,000. The DDA will then bid out and resell the building for economic development purposes. The purchase price will only factor in at 5% of the bid with the minimum bid being \$17,500 (an amount to recoup their costs) because any excess money must be returned to the county and the DDA is more interested in economic development and job creation and these will carry greater weight than the price bid by interested parties. The purchaser(s) will be required to start within 6 months of the sale date.

##### Mill End Building

The Mill End has been purchased with the main floor slated to be utilized as an event center and the upper level will be used as a photography studio.

Coffee Talk

The Coffee Talk building has been purchased and will reopen under the same venue; a coffee shop/bistro.

We have the fewest number of storefront vacancies downtown that we've had in more than sixteen years.

Block 19

City block 19, which houses the Tri R Hotel and other buildings, has been purchased. One house will be moved from the site but the remaining existing buildings will be demolished and the purchaser will build to suit.

CNG Site Plan

The 80,000 square foot building that came before the Planning Commission in April will not be built this year due to some bureaucratic delays.

Consumer's Energy

Consumers Energy will be moving forward this year with construction of their new building at their industrial park site on the north end of the city.

US BR10 Project

Road construction will start in July on US10 west of the city. Traffic will be detoured to Clarabella Road.

Maxwell's Flowers

We've had an ongoing issue with deliveries for Maxwell's Flowers because the truck driver parks on West Fifth Street to drop his delivery. There have been a few near misses due to the proximity to a blind corner and presents hazards for semi-truck drivers; therefore there is a proposal to increase the length of the no parking area in front of the theatre in order to accommodate delivery trucks thereby creating a safer method of delivery.

Athletic Complex

The Parks and Recreation Advisory Board wish to begin construction on the new athletic complex on the south side of the city. They have asked the City Commission if they would support a bond to move forward on the complex. They have the money to repay the bond through the approved parks millage. Funds will not be available to pave immediately.

Adult Softball Field Parking

The city owns this property and hopes to one day put in and pave a parking area.

Cops & Doughnuts Anniversary

Cops & Doughnuts celebrated their 5<sup>th</sup> anniversary and had their two biggest sales days during the 4<sup>th</sup> of July holiday weekend.

Brewin on McEwan

Will provide a food selection and sell craft beer and a Michigan wine selection; it will be a social place for visiting with friends and family.

ADJOURNMENT:

Moved by Commissioner and seconded by Commissioner to adjourn. Ayes: All. Nays: None. Absent: Josh Clark and Ben Walters. *Motion approved.*

Meeting adjourned at 7:28 p.m.

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**Diane Lyon, City Clerk**