

The regular meeting of the Clare City Planning Commission was called to order in the city commission chamber of Clare City Hall, 202 W. Fifth St., Clare, MI, at 6:28 p.m. by Commission Chair Darren Acton, who led the Pledge of Allegiance. Present were: Commissioners Darren Acton, Glenda Carmoney, Elaine Demasi, Jason Lowe, Stacy Pechacek and Nick Loomis. Absent: Angie Cozat, Brett Moser and Nick Wyman. Also present were Ken Hibel, City Manager; and Diane Lyon, City Clerk.

APPROVAL OF AGENDA:

Moved by Commissioner Lowe second by Commissioner Pechacek to approve the agenda. Ayes: All. Nays: None. Absent: Angie Cozat, Brett Moser and Nick Wyman. *Motion approved.*

APPROVAL OF MINUTES:

Moved by Commissioner Carmoney second by Commissioner Loomis to approve the June 12, 2019, minutes. Ayes: All. Nays: None. Absent: Angie Cozat, Brett Moser and Nick Wyman. *Motion approved.*

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Continuation of Work Sessions - Zoning Code Revisions, facilitated by Giffels-Webster

The City has received a grant from the Michigan Economic Development Corporation (MEDC) to assist in funding needed revisions to the City's zoning codes to ensure the revised codes support the principles, standards, and intent of the MEDC Redevelopment Ready Communities (RRC) Program. MEDC has selected the firm of Giffels-Webster to assist the City in revising its zoning codes.

Giffels-Webster has audited the City's existing zoning codes; a copy of the audit results and the Giffels Webster Scope of Work were previously provided to the Planning Commission at an earlier meeting. Giffels-Webster has now provided additional work documents for consideration by the Planning Commission.

Giffels-Webster will utilize previous documents, the new documents, and any comments and proposed revisions to these documents made by the Planning Commission as a guide for the July 10th work session. Consequently, the Planning Commission is asked to review the zoning packet prior to the meeting. The work session will be an informal, free-flowing, open-discussion format. The public is welcome to join in these discussions.

Jill Bahm and Eric Fazzini, Giffels-Webster representatives, presented on the following:

● **Division 8-Central Business District (CBD) Zoning Amendment-Parts 1 & 2**

This topic was discussed briefly at the April meeting. The big change will be accommodating mixed use in the CBD. A unique use list has been developed for this district. The CBD encompasses the DDA District. Residential is allowed, however the main floor, street front is intended for commercial use while the rear of the main level and upper levels may employ a residential use.

Minimum residential square footage is listed at 600 sq. ft.; however, that size is not consistent with the R1 requirement (720). 600 sq. ft. is used in a number of communities thus that number was used to develop this section of the Code. It is preferable that the minimum sq. ft. be consistent throughout the Code. The City Manager will review the sq. ft. of The Lofts (411 S. McEwan) to help determine a minimum sq. ft. requirement.

The DDA's future vision includes townhomes, condos and duplexes along the eastern DDA perimeter - "Downtown Residential".

Sec. 52-275-Intent; Uses. (1) Goals. – A correction was noted to change *four* primary goals to *five* primary goals due to the addition of item (e); and in (2) Objectives (k) – a correction to add the word *to* in the first sentence.

The word *shall* has been replaced with the word *should* in some instances.

Building materials are more specific to eliminate subjectivity.

Single family residential will be considered non-conforming.

● **Multiple-Family Residential**

The boundaries for districts will not expand (including multiple-family residential). Amendments have been made to language only.

Building materials will be made more specific to eliminate subjectivity to improve standards for quality housing.

Parking standards have been amended to preclude front yard parking and require low screening of parking areas. The screening requirement mitigates the brightness of headlights while allowing drivers a clear line of view and it softens the look of the neighborhood.

Specific improvements to parking areas that trigger screening requirements can be included in the ordinance.

Efficiency units are identified as having a minimum 500 sq. ft. in the proposed language. It is preferred that the minimum sq. ft. be consistent in all districts.

- **Parking Accessibility Standards**

Minimum sized parking spaces equal to the national standard, 180 sq. ft. is desired. Latitude in the number of parking spaces is preferred to allow compromise for the specific needs of the business.

Barrier Free Parking Space Requirements have been updated to provide specific Federal requirements.

- **Complete Streets**

While the city has Code regarding compliance with Complete Streets, this amendment provides specific standards for Complete Streets.

There is specific information regarding pedestrian traffic, it addresses materials & width, and identification of walkways.

Standards specific to bicycles have been added to the code.

The addition of specific driveway, sidewalk standards are included in this section.

- **RR Rural Residential District Zoning Amendment**

This is a new Zoning District. This zone applies mainly to properties outside city limits which may be annexed at some point in the future. These properties are larger in size with a minimum of 5 acres and allow 1 residence per parcel.

- **AG Agriculture District Zoning Amendment**

This is a new Zoning District. These mainly apply to properties outside city limits which may be annexed at some point in the future. These properties are larger in size with a minimum of 20 acres.

- **High-Density Single-Family Residential**

The substance of the Code is not changed. High-Density Residential is a new district therefore the Planning Commission will need to determine the appropriate areas for this district. This housing type is typically located near the city center for walk-ability. It is not subsidized housing but rather compact housing, such as bungalows, considered to be "attainable" housing for people in the middle market. Housing costs should not exceed 30% of household income.

Elaine Demasi made a request to revisit the Accessory Building requirements at the next meeting.

ADJOURNMENT

Moved by Commissioner Lowe second by Commissioner Pechacek to adjourn. Ayes: All. Nays: None. Absent: Angie Cozat, Brett Moser and Nick Wyman. *Motion approved.*

Meeting adjourned at 7:50 p.m.

Diane Lyon, City Clerk