

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 6:30 p.m. by Commission Chair Josh Clark, who led the Pledge of Allegiance. Present were: Commissioners Darren Acton, Angie Cozat, Elaine Demasi, Kristin Heintz, Josh Clark, Glenda Carmoney, Brett Moser and Nick Wyman. Absent: Jason Lowe. Also present were Ken Hibl, City Manager; and Diane Lyon, City Clerk.

**APPROVAL OF AGENDA:**

Moved by Commissioner Heintz second by Commissioner Carmoney to approve the agenda. A subsidiary motion was made by Commissioner Acton to amend the agenda to add the excusal of Commissioner Jason Lowe to the agenda, second by Commissioner Moser. Ayes: All. Nays: None. Absent: Jason Lowe. *Motion approved.*

**APPROVAL OF MINUTES:**

Moved by Commissioner Demasi second by Commissioner Carmoney to approve the meeting minutes. Ayes: All. Nays: None. Absent: Jason Lowe. *Motion approved.*

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**SITE PLAN REVIEW-PIONEER GOLDEN ESTATES**

The City of Clare has received a site plan application from Rachel Bartlett representing Pioneer Golden Estates, to construct a new 44,000sf, 50-unit assisted care/memory care/assisted living facility on presently vacant property located on the west end of McGuirk Drive in Clare, Michigan. The proposed layout plan, engineering and architectural drawings, lighting plan, parking plan, and landscape plan are all attached.

The City Staff conducted a detailed review of all the aforementioned plans with project engineer and the project architect on July 28th. The proposed plans and development meet or exceed the City's current zoning and building requirements. The City Staff offers its full endorsement of the project and unanimously recommends the Planning Commission approve the site plan as proposed.

The City Planning Commission is the City's approval authority of the proposed 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 site plan. As reflected above, proper notice regarding the site plan application has been made by the City. To date the City has not received any verbal or written comments opposing the proposed development.

Subsequent to the hearing, the Planning Commission will be asked to formally consider the site plan and render a decision in respect to approval or disapproval.

Jim Klein of Axiom Consulting and Ms. Bartlett provided plan details to the Commission. Each entity is itself and requires separate licensing. Ancillary services will be provided; home care and hospice will be provided but skilled nursing services will not be provided on site. A nurse will be on-call 24/7. Physicians will come in house to see residents and they can choose their own physicians. A home-life environment will be provided in studio and one bedroom apartments; they can bring in their own furniture, wall hangings, etc. Husband and wife can share an apartment. Studio apartments run about 312 sq ft and one bedroom apartments are up to 575 sq ft. They will push for April 2018 to complete the project but it could go into June. The facility will employ approximately 35 local people. The facility's exterior will be blue, gray and white in color. A retaining wall will be installed on the property.

Mr. David Helpap, a neighboring property owner who resides in Saginaw, inquired as to whether McGuirk Drive will be extended. The roadway will not be extended. There will be a driveway that marries up to where McGuirk Drive now ends which will be maintained by the developers.

Motion by Commissioner Acton second by Commissioner Cozat to open the public hearing. Ayes: All. Nays: None. Absent: Jason Lowe. *Motion approved.*

Public Comment: None.

Motion by Commissioner Carmoney second by Commissioner Moser to close the public hearing. Ayes: All. Nays: None. Absent: Jason Lowe. *Motion approved.*

Motion by Commissioner Demasi second by Commissioner Moser to approve the Site Plan by adoption of 2017-015PC. Roll call vote: Ayes: Darren Acton, Glenda Carmoney, Brett Moser, Josh Clark, Angie Cozat, Elaine Demasi, Kristin Heintz, and Nick Wyman. Nays: None. Absent: Jason Lowe. *Motion approved.*

#### **EXCUSAL OF COMMISSIONER LOWE**

The Planning Commission bylaws stipulate “if a Planning Commissioner shall miss three consecutive meetings or 30% or more of scheduled meetings in any calendar year, his/her office shall be considered vacant unless the Planning Commission shall formally excuse such absence in advance and a record of said excusal is annotated in the official proceedings of the Planning Commission.”

Commissioner Lowe provided advance notification to city staff and has requested excusal from tonight’s meeting.

Motion by Commissioner Wyman second by Commissioner Acton to excuse Commissioner Lowe from tonight’s meeting by adoption of 2017-016PC. Roll call vote: Ayes: Darren Acton, Glenda Carmoney, Josh Clark, Angie Cozat, Elaine Demasi, Kristin Heintz, Brett Moser, and Nick Wyman. Absent: Jason Lowe *Motion approved.*

#### **INTRACOMMISSION COMMUNICATIONS:**

The Commission is scheduled to meet again on August 23rd to consider a façade change proposal of Stitches for Britches. The Venue façade work is currently in progress.

Commissioner Heintz had informed the Bartlett’s during tonight’s meeting that her husband builds seawalls in the event they are in need of that type of service and she has now asked the C/M if that was inappropriate. C/M Hibl offered that while there is no conflict in doing so, he recommended against promoting a personal business during any public meeting.

We have a new meat market in the former Clare Party Store location on McEwan Street. Hoa Wang announced that they are closing down to retire after 27 years of business in Clare.

The City of Clare does require tree/shrub removal & trimming permits (no cost) to preclude residents from managing trees/shrubs that are actually located within the city’s right-of way.

A meeting was called by Dave Coker, the Lake Shamrock Property Owner’s Association representative, on Jul 26th; approximately 35 lake front owners attended. Property owners do not want to pay to dredge the lake. The owners present agreed to resurrect the Association and set dredging of the lake as its primary goal. 30 years ago it would have cost \$150K to dredge the lake; now the cost is better than \$1M dollars. The lake used to be an all sports lake but some lake property owners complained to the DNR and they changed it to a no wake lake. If the lake did get cleaned up, a swimming area would be a great asset to have particularly with Pettit Park across the street.

A portion of the old Consumers Energy complex on Third Street (parking lot) was donated to the city under the condition that the city transform the lot to a “community gateway” (an attractive entrance to the city) within five years, otherwise the property will revert back to the original owners (NorthTen, LLC). A task group will be formed from various segments of the city’s Boards & Committees, staff, and residents along with an architect to develop a plan.

The city has received numerous complaints about the blighted property at Mike's Landscaping. Our Assessor, Edie Hunter, has sent out a letter regarding the blighted property. Edie is slowly plugging along on Code Enforcement being that she works on it one half day a week at most. Commissioner Demasi noted that there are many travel trailers parked on lawns while our ordinance requires them to be parked on hard surface. C/M Hibl offered to include this information in the newsletter.

Jim Paetschow continues to work at restoring the old Beard property on McEwan.

The columbarium monument for Cherry Grove Cemetery was delivered today.

**ADJOURNMENT**

Moved by Commissioner Wyman second by Commissioner Moser to adjourn. Ayes: All. Nays: None. Absent: Jason Lowe. *Motion approved.*

Meeting adjourned at 7:09 p.m.

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Diane Lyon, City Clerk