

The regular meeting of the Clare City Planning Commission was called to order by Vice Chairman Joshua Clark in the Commission Chambers, at 6:30 p.m., who then led the Pledge of Allegiance. Present were: Commissioners Glenda Carmoney, Josh Clark, Angie Cozat, Ken Hibl, Stacy Pechacek, and Nick Wyman. Absent: Jason Lowe and Brett Moser. Elaine Demasi (arrived at 6:36). Also present were, Jeremy Howard, City Manager; and Diane Lyon, City Clerk.

APPROVAL OF CONSENT AGENDA:

Moved by Commissioner Pechacek second by Commissioner Carmoney 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 Carmoney, Josh Clark, Angie Cozat, Ken Hibl, Stacy Pechacek, & Nick Wyman. Nays: None. Absent: Elaine Demasi, Brett Moser & Jason Lowe. *Motion Carried.*

APPROVAL OF MINUTES: *Approved by consent agenda

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OLD/UNFINISHED BUSINESS - None

NEW BUSINESS

A. SITE PLAN-ALDI, INC.

The City has received a site plan application and supporting documents from ALDI, Inc. They are proposing to construct a new 20,664 square-foot single-story building for use as a limited assortment grocery store with a paved parking area and municipal sewer and water service on a 4.42-acre vacant parcel of property on the East side of Clare Avenue between Culvers Restaurant and O'Reilly Auto Parts. The parcel is currently located in Grant Township, but ALDI intends to file a District II transfer request in the coming months, as provided for under the Urban Cooperation Agreement between Grant Township and the City of Clare so that they can receive city utility services. The Planning Commission is asked to consider the application and render a site plan decision.

City Staff completed an informal review of the Site Plan with the applicant on February 23, 2023, and found that the proposal meets the City's zoning requirements.

Prior to consideration, the Planning Commission is required to hold a public hearing to receive comments regarding the site plan application. The City has published notice of the public hearing and notified all property owners within 300'. To date, the City has received no stated objections to the proposed use. Subsequent to the respective hearing, the Planning Commission is asked to formally consider the Site Plan and to render a decision with respect to approval or disapproval.

Moved by Commissioner Wyman seconded by Commission Demasi to open a public hearing to accept public comments. Ayes: All. Nays: None. Absent: Jason Lowe and Brett Moser. *Motion carried.*

Public Comment: None.

Motion by Commission Pechacek seconded by Commission Wyman to close the public hearing. Ayes: Ayes: All. Nays: None. Absent: Jason Lowe and Brett Moser. *Motion carried.*

Motion made by Commissioner Hibl seconded by Commissioner Pechacek to approve ALDI's Site Plan application, contingent upon completion of a District II Transfer from Grant Township to the City by adoption of Resolution 2023-008PC. Roll call vote: Glenda Carmoney, Josh Clark, Angie Cozat, Elaine Demasi, Ken Hibl, Stacy Pechacek, and Nick Wyman. Nays: None. Absent: Jason Lowe and Brett Moser. *Motion carried.*

B. SITE PLAN – AMERICAN MARBLE & GRANITE FAÇADE IMPROVEMENT

The City has received a site plan/façade improvement application and supporting documents from American Marble and Granite. They are proposing to remodel the outside of their existing building at 203 North McEwan including new windows, siding, and stonework. The DDA Design Standards Committee and city staff have reviewed the proposed site plan/façade improvement and recommend approval of the project. The Planning Commission is asked to consider the application and render a site plan decision.

Prior to consideration, the Planning Commission is required to hold a public hearing to receive comments regarding the application. The City has published notice of the public hearing and notified all property owners within 300'. To date the City has received no stated objections to the proposed project. Subsequent to the respective hearing, the Planning Commission is asked to formally consider the site plan/façade improvement project and to render a decision with respect to approval or disapproval.

Moved by Commission Pechacek seconded by Commission Cozat to open a public hearing to accept public comment. Ayes: All. Nays: None. Absent: Jason Lowe and Brett Moser. *Motion carried.*

Public Comment: None.

Motion by Commission Carmony seconded by Commission Demasi to close the public hearing. Ayes: All. Nays: None. Absent: Jason Lowe and Brett Moser. *Motion carried.*

Moved by Commissioner Demasi seconded by Commissioner Pechacek to approve the Site Plan by adoption of Resolution 2023-009PC. Roll call vote: Glenda Carmony, Josh Clark, Angie Cozat, Elaine Demasi, Ken Hibl, Stacy Pechacek, and Nick Wyman. Nays: None. Absent: Jason Lowe and Brett Moser. *Motion carried.*

C. CAMPER/BOAT/TRAILER ORDINANCE DISCUSSION.

The Planning Commission began a discussion last November regarding the issue of Camper/Boat/Trailer Parking and Storage. The Planning Commission has spent significant time working on this issue. The revised draft ordinance is ready for publication pending final approval of the Planning Commission.

The Planning Commission reviewed the finalized draft ordinance making a recommendation to publish the public hearing notice and set it for the April 12, 2023 meeting.

INTRACOMMISSION COMMUNICATIONS:

Recent Snow Events. The recent storm that hit the Clare area dropped a tremendous amount of snow on the City in just a few short hours. City crews were out plowing immediately, but it was hard to tell as the snow was falling in faster than the plows could clear the streets and parking lots. Once the storm subsided DPW and other city employees did an amazing job of getting the streets, parking lots, and sidewalks back open and safe. We appreciate the citizen's patience as streets are plowed as it takes time to get through all the main highways, primary streets, and then secondary streets. Great job and thank you to all the city workers who worked on keeping the city safe and functional during the storm.

Verizon Cell Tower. No new updates at this time and we are still waiting for AT&T to place the fiber. The 5G signal is supposed to be turned on after fiber installation.

Lake Shamrock Dredging. Mechanical dredging is paused due to load limits on the roads. We are investigating whether partial loads can be hauled if the weight of the truck and material is under the required limits. Hopefully, the frost laws will be lifted soon and we can resume hauling. The hydraulic dredging bids were received and we hope that they will begin this month. The first step will be for the contractor to obtain EGLE permits.

Assessing RFP. The city recently received notice that our Assessor (Ed with V&V Assessing) is terminating his contract with the City of Clare due to health issues. An

RFP was prepared and sent out for Assessing Services for the City at the end of February and is scheduled for a bid opening on March 15th. We sent the RFP to several known companies and to the Michigan Assessors Association which posted it on its website and emailed it to all of its members.

Farming RFP. Rawson Farms notified the City that they would no longer be farming the city land at the airport and the city's south end. We are in the process of finalizing an RFP that will be going out to all of the farmers that have contacted the city with interest as well as to other area farmers who may be interested in bidding.

Community Foundation – Grant Award – Depot. Recently the City applied for a grant from the Clare County Community Foundation and was successful in securing \$10,000 to complete some projects at the City-owned Clare Union Railroad Depot. The temporary railing system on the south side will be replaced with a permanent railing, and the addition of a few outdoor greenspace items including trash bins, benches, and a dog station. The items will be installed this year by city crews. Thanks to Joy for her work on obtaining the grant and to the city workers who will do the installation.

ADJOURNMENT - Moved by Commissioner Demasi and seconded by Commissioner Carmoney to adjourn. Ayes: All. Nays: None. Absent: Jason Lowe and Brett Moser. *Motion carried.* The meeting adjourned at 7:42 pm.

Diane Lyon, City Clerk