

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

APPROVAL OF CONSENT AGENDA:

Moved by Commissioner Benic second by Commissioner Carmoney to approve the Consent Agenda items listed with an asterisk (*) (Amended Agenda, Minutes, Communications, and Professional Development) that are considered to be routine by the Planning Commission. Voice vote: Ayes: All. Nays: None. Absent: Angie Cozat, Brett Moser, and Stacy Pechacek. *Motion Carried.*

APPROVAL OF MINUTES: *Approved by consent agenda

APPROVAL OF AGENDA: *Approved by consent agenda

PUBLIC COMMENT: None.

OLD/UNFINISHED BUSINESS: None.

NEW BUSINESS

A. REVIEW AND APPROVAL OF SITE PLAN-BERNIE NEVILL-AIRPLANE HANGAR

The city has received a site plan application and supporting documents from Mr. Bernie Nevill to construct a new 3,200 square-foot airplane hangar at the Clare Municipal Airport on Lot 106 & West ½ Of Lot 104. The Planning Commission is asked to consider the application and render a site plan decision.

Prior to formally considering the site plan proposal, 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' of the proposed hanger. The Planning Commission is asked to hold the requisite public hearing related to the site plan request and subsequently consider approving the site plan application.

The City Staff conducted an informal staff review of the proposed construction on April 18, 2024, and unanimously recommended approval of the site plan.

Motion by Commissioner Demasi seconded by Commissioner Benic to open a public hearing. Voice vote: Ayes: All. Nays: None. Absent: Angie Cozat, Brett Moser, and Stacy Pechacek. *Motion Carried.*

Public Comment: None.

Motion by Commissioner Hibl seconded by Commissioner Wyman to close the public hearing. Voice vote: Ayes: All. Nays: None. Absent: Angie Cozat, Brett Moser, and Stacy Pechacek. *Motion Carried.*

Motion by Commissioner Hibl seconded by Commissioner Carmoney to approve the site plan by adoption of Resolution 2024-012PC. Roll call vote: Yeas: Commissioners Lisa Benic, Glenda Carmoney, Elaine Demasi, Ken Hibl, Jason Lowe, and Nick Wyman. Absent: Angie Cozat, Brett Moser, and Stacy Pechacek. *Motion Carried.*

B. REVIEW AND APPROVAL OF SITE PLAN-MYMICHIGAN MEDICAL CENTER CLARE REVITALIZATION PROJECT

The city has received a site plan application along with supporting documents from MyMichigan Medical Center Clare to complete Phase I and II of a \$40 million expansion and renovation project at their facility located in downtown Clare.

The DDA conducted a review of the proposed site plan at their April 11, 2024, meeting. The DDA unanimously approved the site plan with a recommendation for the Traffic Safety Committee to look at placing a 4-way stop at the new driveway that will line up with 6th Street at Beech Street.

The city staff conducted a review of the proposed site plan on April 18, 2024. City staff agreed with the recommendation of the DDA, and further recommended that parking be eliminated on Beech Street from Sixth Street to State Street due to the narrowing of the street in that area; that developers add curbing to all areas where existing drives are closed along Beech Street, State Street, and Seventh Street to accommodate the new parking lot, and that the drive at the south end of Beech Street near Fifth Street be closed (kitty-corner from City Hall) to control traffic flow on campus.

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 site plan.

The Planning Commission is asked to hold the requisite public hearing related to the site plan, and subsequent to the respective hearing, the Planning Commission is asked to formally consider the Site Plan and to render a decision concerning approval or disapproval.

Motion by Commissioner Benic seconded by Commissioner Demasi to open a public hearing. Voice vote: Ayes: All. Nays: None. Absent: Angie Cozat, Brett Moser, and Stacy Pechacek. *Motion Carried.*

Public Comment: None.

Motion by Commissioner Wyman seconded by Commissioner Benic to close the public hearing. Voice vote: Ayes: All. Nays: None. Absent: Angie Cozat, Brett Moser, and Stacy Pechacek. *Motion Carried.*

Representatives from MyMichigan Health, the architect, construction contractor, and engineering firm were present providing an overview of the project and answering questions of the Commission.

MyMichigan Health will look at including a morgue at the facility at Commissioner Wyman's request.

While the hospital's addition will take away some of the parking spaces on campus, the number of parking spaces will be made up with the new staff parking area across Seventh Street. There is one entrance in and out of the staff parking area to maximize the number of parking spaces. The hospital's property extends into a section of Huntington Bank's current parking area. MyMichigan Health has no intention of requesting a closure on 7th Street to accommodate the new parking area. There will be landscaping and a small berm between the hospital parking and Huntington Bank's parking lot.

The city recommended curb and gutter installation at all obsolete driveways.

While the City prefers that the hospital close the south hospital exit onto Beech Street, MyMichigan Health desires to maintain that as a secondary exit in the event of a catastrophic event or another emergency to evacuate the campus efficiently.

The city proposes the elimination of street parking from Beech Street to State Street and the installation of a 4-way stop at Beech Street and 6th Street (which will be named Barco Boulevard within the Hospital's campus) because ambulance traffic will utilize Beech Street as their route to the emergency room on Barco Blvd.

MyMichigan Health agreed with all the recommendations of the city with the exception of closing the drive on the south end of the campus that exits onto Beech Street because they would like to be able to use it in the event of an emergency if evacuation of the campus is required. Commissioner Hibl suggested a gate at the entrance that could be opened in an emergency.

Motion by Commissioner Hibl seconded by Commissioner Demasi to approve the site plan with the contingencies that the Traffic Safety Committee look at placing a 4-way stop at the new driveway that will line up with 6th Street at Beech Street and Barco Blvd. and to consider the elimination of street parking on Beech Street from Fifth Street

to State Street; that developers add curb and gutter to all obsolete drives along Beech Street, State Street, and Seventh Street; and to continue discussion regarding the proposal to close or relocate the drive at the south end on Beech Street near Fifth Street or to install a gate to control traffic flow on campus, by adoption of Resolution 2024-013PC. Roll call vote: Yeas: Commissioners Lisa Benic, Glenda Carmoney, Elaine Demasi, Ken Hibl, Jason Lowe, and Nick Wyman. Absent: Angie Cozat, Brett Moser, and Stacy Pechacek. *Motion Carried.*

C. EXCUSAL OF COMMISSIONER STACY PECHACEK

The Planning Commission bylaws stipulate "If a Planning Commissioner shall miss three consecutive meetings or 30% or more of regular 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 Stacy Pechacek has formally requested that she be excused from attending tonight's regularly scheduled Planning Commission meeting due to conflicting commitments.

The Planning Commission is asked to formally approve the excusal of Commissioner Pechacek.

Motion made by Commissioner Hibl seconded by Commissioner Wyman to approve the excusal of Commissioner Pechacek by adoption of Resolution 2024-014PC. Roll call vote: Yeas: Commissioners Lisa Benic, Glenda Carmoney, Elaine Demasi, Ken Hibl, Jason Lowe, and Nick Wyman. Absent: Angie Cozat, Brett Moser, and Stacy Pechacek. *Motion Carried.*

D. EXCUSAL OF COMMISSIONER ANGIE COZAT

The Planning Commission bylaws stipulate "If a Planning Commissioner shall miss three consecutive meetings or 30% or more of regular 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 Angie Cozat has formally requested that she be excused from attending tonight's regularly scheduled Planning Commission meeting due to conflicting commitments.

The Planning Commission has been asked to formally approve the excusal of Commissioner Cozat.

Motion made by Commissioner Hibl seconded by Commissioner Wyman to approve the excusal of Commissioner Cozat by adoption of Resolution 2024-015PC. Roll call vote: Yeas: Commissioners Lisa Benic, Glenda Carmoney, Elaine Demasi, Ken Hibl, Jason Lowe, and Nick Wyman. Absent: Angie Cozat, Brett Moser, and Stacy Pechacek. *Motion Carried.*

EXTENDED PUBLIC COMMENT: None.

PLANNING COMMISSION DISCUSSION:

Glenda Carmoney suggested the city send a thank you to Jim Paetschow for cutting down trees on Gateway property.

Elaine Demasi inquired about the status of Ordinance updates proposed to come before the Planning Commission: Parking space requirements based on a sliding scale; and a stormwater ordinance. We do not have the proposed Ordinances drafted yet but anticipate presenting them to the Commission within the next few months.

Lake Shamrock Dredging: On pause for fish spawning until June 1.

Rail-Trail Gap: Construction is progressing; tentative completion of July 2024.

City Commission Nominating Petitions – Petitions submitted by Bob Bonham, Karl Hauser, Gus Murphy, and Maegan Jenkins.

COMMUNICATIONS: *Approved by consent agenda

PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES: *Approved by consent agenda.

ADJOURNMENT - Moved by Commissioner Hibl and seconded by Commissioner Wyman to adjourn. Voice Vote: Ayes: All. Nays: None. Absent: Angie Cozat, Brett Moser, and Stacy Pechacek. *Motion Carried.* The meeting adjourned at 8:00 p.m.

Diane M. Lyon, City Clerk