



PLANNING COMMISSION
TUESDAY, DECEMBER 10, 2019
Sycamore Room - 1st Floor - 6:30 P.M.
201 West Ash Street, Mason MI

AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**
- 4. APPROVAL OF MINUTES**
 - A. Approve Minutes of Regular Planning Commission Meeting November 12, 2019
- 5. UNFINISHED BUSINESS**
- 6. NEW BUSINESS**
 - A. Parks, Recreation and Non-Motorized Plan Presentation by Bob Ford, LAP Consultant on project.
For project information visit <https://www.surveymason.com>.
- 7. LIAISON REPORT**
- 8. ADJOURN**

**CITY OF MASON
PLANNING COMMISSION MEETING
MINUTES OF NOVEMBER 12, 2019
DRAFT**

Sabbadin called the meeting to order at 6:30 p.m. in the Sycamore Room 1st floor at 201 West Ash Street, Mason MI.

Present: Barna, Droscha, Howe, Perrault, Sabbadin, Shattuck, Vercher, Wren

Absent: Waxman (notice given)

Also Present: Elizabeth A. Hude, AICP, Community Development Director

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

MOTION by Droscha second by Wren, to approve the Planning Commission meeting minutes from October 15, 2019.

Yes (8) Barna, Droscha, Howe, Perrault, Sabbadin, Shattuck, Vercher, Wren

No (0)

Absent (1) Waxman

MOTION PASSED

PUBLIC HEARING

- A. Resolution 2019-15: Jamie Robinson, Robinson Realty, LLC, has requested a Special Use Permit and joint Preliminary/Final Site Plan review to convert a single residential unit into a commercial short-term rental use at 366-368 S. Jefferson St., Apartment 3A, parcel 33-19-10-08-236-023, City of Mason, Ingham Co.

Sabbadin opened the public hearing at 6:32 p.m.

Jamie Robinson, 4748 W. Columbia Rd., Mason, is in attendance if there are any questions.

Director Hude noted the Staff Report in the packet and thanked Jamie Robinson for working with the city to get this Ordinance through. The Special Use Permit Jamie is requesting is for a unit that is already existing. The apartments were renovated in 2016 and were reviewed by the Zoning Administrator and Building Official and a Certificate of Occupancy was issued. The Building Official had no additional requirements for this change. Parking will not be an issue given there is adequate parking in the area. Hude did note there are a few items regarding the maintenance outside of the building façade that will be discussed in the future.

Sabbadin asked for questions or comments.

Barna asked if there are designated parking spots for this rental or is it public parking only? Robinson replied that they do not provide parking for any of their units.

Sabaddin shared that when his daughter lived there she had to get a permit for overnight parking. Robinson was not sure about a guest pass being available. She did note that residents have received tickets when they had their business vehicle overnight instead of their regular car. DDA discussed the issue of having a guest pass available a couple of months ago. In the meantime, the City Manager said that parking overnight in the City Hall lot will not be ticketed so residents are encouraged to use that lot.

Sabaddin thought that guest parking would be a good issue for the City to take up in the future.

Sabaddin closed the public hearing at 6:36 p.m. and there was no further discussion.

MOTION by Droscha second by Howe, to approve Resolution 2019-15.

Yes (8) Barna, Droscha, Howe, Perrault, Sabbadin, Shattuck, Vercher, Wren

No (0)

Absent (1) Waxman

MOTION PASSED

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. CIP Schedule and Budget

Director Hude noted that it is the time of year to prepare the Capital Improvement Plan. A call for projects internally has been requested. These are street projects that are large scale and outside the realm of routine operation and maintenance. A joint City Council and Planning Commission workshop is scheduled for January 27, 2020, to review and discuss the projects.

Barna asked about the time for the January 27 meeting. Director Hude was not sure what time the meeting will be held yet.

Sabaddin noted the City Manager's report with the listing of all the active projects and thanked all who were at the City Open House in October.

LIAISON REPORT

Council Member Droscha informed the Commissioners that they recently evaluated the City Manager and are in the process of approving her contract. Council also had a team building workshop where they defined their rules and how they will work with each other. The sale of Temple Street property was approved. Hude noted progress in the Parks, Recreation & Non-Motorized plan. The website has been updated and the survey is there to fill in. She encouraged commissioners to take the survey and let others know about it. There will be an Open House just for the Parks plan on December 14th and residents can sign up for email updates in regards to the schedule.

ADJOURN

The meeting adjourned at approximately 6:42 p.m.

**CITY OF MASON
PLANNING COMMISSION MEETING
PARKS, RECREATION & NON-MOTORIZED PLAN**

Parks, Recreation and Non-Motorized Plan

As a community, a few of the things we are grateful for are our parks and trails and the many individuals, organizations, and staff that work so hard and contribute so much to making them a wonderful place for us all to share.

We are planning for the future and would like to hear more about your ideas and visions! Take the online survey (www.surveymason.com) and attend the upcoming open house on December 14 from 10 am to 2 pm at City Hall (2nd floor).



Parks, Recreation, and Non-Motorized Transportation Plan

We Need YOUR Help to Plan for Mason's Future.

TAKE THE ONLINE SURVEY!



Our public comment period will run now through December 31.
Make sure your voice is heard!



The survey can be found at:

www.surveymason.com

Or just scan the QR code to access the survey on your smartphone.



Please come to the

Public Input Open House:

Mason City Hall
Saturday, December 14th
from 10am-2pm.

Questions? Call: (517) 676-9155
email: info@mason.mi.us

Visit https://www.mason.mi.us/city_departments/public_works_and_parks/2019_update_-_parks_recreation_and_non-motorized_plan.php to view presentation boards.

*****Please take the time to do the survey so that you are familiar with what we will discuss!***