

**CITY OF MASON
PLANNING COMMISSION MEETING
MINUTES OF JULY 9, 2019**

Waxman 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, Perrault, Vercher, Waxman, Wren
Absent: Howe, Sabbadin, Shattuck
Also Present: Elizabeth A. Hude, AICP, Community Development Director

PUBLIC COMMENT

NONE.

APPROVAL OF MINUTES

MOTION by Droscha second by Vercher, to approve the Planning Commission meeting minutes from June 11, 2019.

Yes (6) Barna, Droscha, Perrault, Vercher, Waxman, Wren
No (0)
Absent (3) Howe, Sabbadin, Shattuck

MOTION PASSED

UNFINISHED BUSINESS

None.

NEW BUSINESS

- A. Resolution 2019-08: Jesse Howard of Service Master Inc. has requested joint preliminary and final site plan approval related to a change of use in an existing building and construction of an 11-space parking lot on property located at 213 N. East St.

DISCUSSION:

Hude explained the proposal was in a C-1 zoning district and the project appears to meet the zoning requirements. The applicant understands that there is no parking in the surrounding area so the site plan now includes a parking lot adjacent to the building to accommodate Service Master vehicles. Hude reviewed comments from other departments and agencies. The fire chief had no issues with the site plans, but the police chief asked for additional lighting on the building. The Department of Public Works and the city engineer requested relocating water service to new spot on East Street and evaluate sewer line when it is exposed during parking lot improvements. Hude added that the Department of Public Works would be able to help during this inspection. Hude indicated that all requirements have been met in the site plan and the only addition is to add lighting to the building.

VOTE

Motion by Droscha, second by Barna to approve resolution 2019-08.

Yes (6) Barna, Droscha, Perrault, Vercher, Waxman, Wren
No (0)
Absent (3) Howe, Sabbadin, Shattuck

MOTION PASSED

Planning Commission took a recess at 6:45 p.m. and resumed at 6:55 p.m.

- B. Resolution 2019-09: Pacifica companies is seeking approval of a final site plan amending a previously approved site plan to build a 5,460 addition that will accommodate up to four new retailers on property located at 125 E. Kipp Rd.

DISCUSSION:

Hude gave an overview of the project and reviewed comments received from city departments and outside agencies. She noted DPW requirements related to water service and a fire hydrant, and that police department would like to see lighting above each door along the backside of building to address safety concerns.

Waxman asked if any amendments needed to be made. Hude confirmed that the only amendment would be the requirement of lighting above each retail door.

Barna asked if the applicant could be asked to change the color of the building finish. Hude explained that the commission does have legal power to ask for a change in the façade to ensure that the site shall be developed so all elements are harmoniously and efficiently organized in relation to the size, shape, type and topography of the site and surrounding property. Hude added that the site plan indicated the façade would be masonry.

Droscha asked if there was a way to require the applicant to finish the façade so that the color is consistent around the entire building, including the existing Dollar Tree. Waxman added there were concerns for the aesthetics on the east side of the building because it backs up to an existing trail.

VOTE - AMENDMENTS

Motion by Droscha, second by Perrault to amend resolution 2019-09 by requiring the applicant to finish the façade on the north side of the building with a consistent pattern and color as the west and south façade of the building.

Yes (6) Barna, Droscha, Perrault, Vercher, Waxman, Wren
No (0)
Absent (3) Howe, Sabbadin, Shattuck

MOTION APPROVED TO AMEND RESOLUTION

Motion by Droscha, second by Wren to approve Resolution 2019-09 as amended.

Yes (6) Barna, Droscha, Perrault, Vercher, Waxman, Wren
No (0)
Absent (3) Howe, Sabbadin, Shattuck

MOTION PASSED

LIAISON REPORT

A. Development Update: City Manager's Report

Council Member Droscha informed the commission that City Council accepted a motion for the construction project on Temple Street.

Hude informed the commission that city managers reports can be found online at the city managers if they are not completed by the time meeting packets are sent out.

Hude formally introduced and recognized Ross Whitehead, an Intern in the Community Development Department. During his time working for the City of Mason he set up the city's first GIS library of existing layers. He accepted a position with Wolverine Engineering.

ADJOURN

The meeting adjourned at approximately 7:16 p.m.



Anne Barna, Secretary