

City of West Branch Planning Commission

Meeting Minutes for February 26, 2019

Meeting called to order at 6:00pm by Vice-Chairman Bob David

Roll Call – Present – Kara Fachting, Bob David, Mike Jackson and Jan Hasty – Absent – Lisa Jensen, Cori Lucynski and Evelyn Schenk

Pledge of Allegiance

Public Hearings – None

Additions to Agenda – None

Public Comment – None

Approval of Minutes – There were no corrections for the January 22 or February 4, 2019 minutes.

Motion by Bob David, second by Mike Jackson to approve the January 22 and February 4, 2019 minutes as written. Ayes – All.

Site Plans – Brenden Stephenson of Stephenson and Company was present requesting a setback variance of 15' for his proposed new building on the corner of 2nd Street and Wright Street. He will be removing both existing buildings on the property.

Motion by Mike Jackson, second by Bob David to amend the current zoning ordinance front setback requirement in mixed use to 15'. Ayes - All

Nicole Fonger of Great Bentley Rentals was present requesting a variance to the minimum home sq ft requirement of 600'. She would like to have a 400sq ft home.

Motion by Kara Fachting, second by Mike Jackson to amend the current zoning ordinance minimum home sq ft requirement of 600 sq ft to allow the Planning Commission to hear the variance request for minimum home sq ft and to make an allowance instead of applicants going to the Zoning Board of Appeals for a variance. Ayes - All

Sign Permits – None

Unfinished Business –

Denise Cline was present and worked with Commission members on the table of permitted uses & special uses. We started on page 5 and worked through page 9. We will work on Chapter 7 next time Denise is present.

New Business –

Denise Cline requested clarification from the Commission regarding setbacks for R1 & R2 Districts. Are the current setbacks realistic? She requested we think about what we want in the new ordinance and bring it up at our next meeting and discuss it with the full board.

There are four items that need to be added to our Master Plan:

1. Rental Inspection Program - We are considering the necessity. We give it a medium timeframe. City Council is the responsible party.
2. Community Development - Already completed. Add to Master Plan as participating and ongoing. The Community Development Board is the responsible party.
3. Green Zoning - Incorporate into zoning as appropriate. It is short term. Planning Commission is the responsible party.
4. MDOT - Recommended adding access management standards for M-55 and other high traffic city streets. It is long-term. Planning Commission is the responsible party.

Motion by Kara Fachting, second by Bob David to adopt the Master Plan with the changes made above as well as resolution 19-01PC. Ayes - All

Chapter 7 - Supplemental Regulations is tabled until next meeting.

Motion by Bob David, second by Mike Jackson to excuse Cori Lucynski from this meeting and any April meetings for medical reasons. Ayes - All

Motion by Kara Fachting, second by Jan Hasty to request a letter be sent to Evelyn Schenk from the Planning Commission stating she has violated the attendance requirement per the by-laws by having to many unexcused absences. Ayes - All

Motion by Bob David, second by Mike Jackson to send the application of Ken Kish to city council for appointment to the Planning Commission if and when a seat becomes available. Ayes - All

Communications – On April 13, 2019 from 9am-4:30pm at MSU Extension there will be a class on Placemaking & Public Engagement. Vice-Chair Bob David recommended all Planning Commission members attend and let city hall know you want registered by April 1, 2019.

Vice-Chairman Report – Rite Aid containers were used for a complete building refurbish all while remaining open to the public. They have done a great job.

Member Reports –

Hasty – None

Jackson – None

Fachting – None

Meeting was adjourned at 8:24pm per Vice-Chairman Bob David.

Meeting minutes taken and typed by Kara Fachting