

**CITY OF LAPEER  
MINUTES OF A REGULAR  
PLANNING COMMISSION MEETING  
NOVEMBER 18, 2021**

A regular meeting of the City of Lapeer Planning Commission was held at 6:30 p.m. on Thursday, November 18, 2021 at Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan.

**Members Present:** Vice Chairman Austin Kelly and Commissioners Jeff Pattison, Debbie Marquardt, Marty Johnson, Doug Roberts and Anne Shenck.

**Members Absent:** Chairperson Jennell RaCosta and Commissioners Dale Kerbyson and Catherine Bostick-Tullius.

**Also Present:** Caitlyn Habben, Rowe Professional Services Company Planning Consultants, and Kimberly Hodge, Recording Secretary

Vice Chairman Kelly called the meeting to order at 6:30 p.m.

**051      2021 11-18      Minutes**

Motion by Shenck. Seconded by Marquardt.

Approve the minutes of the regular meeting held on October 14, 2021 as presented.

**Ayes:** Commissioners Kelly, Marquardt, Pattison, Johnson, Shenck and Roberts.

**Nays:** None.

**Absent:** Commissioners RaCosta, Kerbyson and Bostick-Tullius.

**MOTION CARRIED.**

**PUBLIC COMMENTS**

There were no public comments at this time.

**PUBLIC HEARINGS SCHEDULED**

There were no public hearings scheduled.

**SITE PLAN REVIEWS**

**Urgent Design – Building Addition – 3123 John Conley Drive**

Habben reviewed the site plan received for a 59,120 sq. ft. addition to the Urgent Design building located at 3123 John Conley Drive which was previously the location of Energy Steel. Ms. Habben reviewed an aerial photo of the subject site and surrounding properties, the exterior building elevation design, outstanding items on the site plan to be addressed and the property line buffer zones. Ms. Habben stated the applicant is requesting a waiver to not install a section of sidewalk along the south loop of John Conley Drive.

Discussion was held on the request to modify the landscaping ratio on the south, east and west property line buffers with the consensus being to approve the ratio waiver. Discussion was also held on the request to waive the requirement for installation of a section of sidewalk, the existing landscaping on the site and the potential to combine the two parcels owned by Urgent Design. It was the consensus to require installation of all sidewalk.

**052 2021 11-18 Site Plan Approval – Urgent Design Addition – 3123 John Conley**

Motion by Pattison. Seconded by Marquardt.

To approve the site plan received from Urgent Design to construct a building addition located at 3123 John Conley Dr. contingent upon:

- Addressing all remaining staff comments during the engineering plan review phase.

**Ayes:** Commissioners Kelly, Marquardt, Pattison, Johnson, Shenck and Roberts.

**Nays:** None.

**Absent:** Commissioners RaCosta, Kerbyson and Bostick-Tullius.

**MOTION CARRIED.**

**OTHER BUSINESS**

**2022 Training Plan**

Habben reviewed the updated training outline of the 2022 Training Plan in order to maintain the City's State of Michigan Redevelopment Ready Community certification which will be tracked by training opportunities provided rather than hours attended. Habben reviewed the goals and strategies of the plan, the various types of training available to members, the 2022 Training Calendar to date and the procedure for attendance reporting.

**053 2021 11-18 2022 Training Plan**

Motion by Marquardt. Seconded by Shenck.

To approve the 2022 Training Plan for the Planning Commission as presented.

**Ayes:** Commissioners Kelly, Marquardt, Pattison, Johnson, Shenck and Roberts.

**Nays:** None.

**Absent:** Commissioners RaCosta, Kerbyson and Bostick-Tullius.

**MOTION CARRIED.**

**Zoning Ordinance Update**

Habben continued the process of reviewing various updates to the Zoning Ordinance due to changes identified during the Master Plan update as well as other changes required in order to bring the ordinance current and increase administration efficiency. Habben reviewed and discussion was held on draft text amendments to the following articles:

**Article 13 – Use Requirements**

- Outdoor storage for industrial uses

**Article 14 – General Provisions**

- Outdoor storage for commercial uses
- Electrical limits for single family districts

**Article 15 - General Site Development Requirements**

- Building appearance
- Metal roofs

- Building colors
- Landscaping
- Tree replacement, preservation incentives and species prohibition
- Buffer zones
- Lighting standards

Habben stated the text amendments will be finalized and presented for approval by the Planning Commission at a later meeting once other sections have been reviewed.

### **TRAINING REPORT**

There was no additional training reported.

### **COMMISSIONER COMMENTS**

Discussion was held on the joint meeting to be held with the City Commission most likely in February.

### **ADJOURNMENT**

Motion by Pattison. Seconded by Shenck.  
Adjourn the meeting at 7:45 p.m.

**MOTION CARRIED.**

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Commissioner Jeff Pattison  
Secretary

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Kimberly Hodge  
Recording Secretary