

**CITY OF LAPEER
MINUTES OF A REGULAR
PLANNING COMMISSION MEETING
JULY 14, 2022**

A regular meeting of the City of Lapeer Planning Commission was held at 6:30 p.m. on Thursday, July 14, 2022 at Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan.

Members Present: Chairperson Jennell RaCosta, Vice Chairman Austin Kelly (arrived at 6:50 p.m.) and Commissioners Dale Kerbyson, Jeff Pattison, Debbie Marquardt, Catherine Bostick-Tullius, Marty Johnson and Doug Roberts (arrived at 6:55 p.m.)

Members Absent: Commissioner Anne Shenck.

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

Chairperson RaCosta called the meeting to order at 6:30 p.m.

MINUTES

088 2022 7-14 Regular Meeting Minutes

Motion by Kerbyson. Seconded by Bostick-Tullius.

Approve the minutes of the regular meeting held on June 9, 2022 as presented.

Ayes: Commissioners RaCosta, Kerbyson, Marquardt, Pattison, Bostick-Tullius and Johnson.

Nays: None.

Absent: Commissioners Kelly, Roberts and Shenck.

MOTION CARRIED.

PUBLIC COMMENTS

There were no public comments at this time.

PUBLIC HEARING SCHEDULED

Special Land Use – Canzano / Standard Ventures – 814 S. Main Street Unit #1

Consultant Habben reported the applicant Roger Canzano of Standard Ventures has officially withdrawn his application for a Special Land Use in order to locate a marihuana safety compliance facility at 814 S. Main Street, Unit #1 and stated the commission is still required to hold the public hearing as advertised.

Chairperson RaCosta opened the public hearing on the request at 6:32 p.m.

There being no comments, the public hearing was closed.

SITE PLAN REVIEWS

There were no site plans to be reviewed.

OTHER BUSINESS

Public Participation Plan

Consultant Habben conducted the annual review and update to the City's Public Participation Plan as required by MEDC to maintain certification as a Redevelopment Ready Community (RRC). Habben reported proposed changes to the plan include the City's addition of a Public Information Coordinator position, addition of social media partnerships, public engagement and new branding. Habben reviewed Facebook activity statistics and summarized various public engagement meetings and activities conducted in the last year.

089 2022 7-14 2022 Public Participation Plan

Motion by Bostick-Tullius. Seconded by Pattison.

To approve the revised Public Participation Plan for 2022.

Ayes: Commissioners RaCosta, Kerbyson, Marquardt, Pattison, Bostick-Tullius and Johnson.

Nays: None.

Absent: Commissioners Kelly, Roberts and Shenck.

MOTION CARRIED.

Development Guidebook Review

Consultant Habben summarized updates to the Development Review Procedures Handbook including adding flow charts to the table of contents, including additional housing assistance information and new branding.

090 2022 7-14 Development Review Procedures Handbook

Motion by Kerbyson. Seconded by Bostick-Tullius.

To approve the revised Development Review Procedures Handbook for 2022.

Ayes: Commissioners RaCosta, Kerbyson, Marquardt, Pattison, Bostick-Tullius and Johnson.

Nays: None.

Absent: Commissioners Kelly, Roberts and Shenck.

MOTION CARRIED.

Vice Chairman Kelly arrived at 6:50 p.m.

Zoning Ordinance Update

Consultant Habben stated the ordinance amendment request made by the City Commission on July 5th will be addressed at the August Planning Commission meeting.

Habben continued review of and discussion was held on various updates to the Zoning Ordinance including the number of banner/feather sign permits issued from 2018 through 2022 to date and enforcement of illegal banner/feather flag signs.

Commissioner Roberts arrived at 6:55 p.m.

Habben reviewed proposed updates and amendments to Section 7.07 Central Business District including:

- Listing additional permitted uses such as indoor entertainment, bar-cades, video game lounges;
- Allowing and regulating rooftop uses;
- Building height;

- Balcony projections into the City right-of-way;
- Exterior building design standards; and
- Use requirements for bar-cades and rooftop uses

Discussion was held on noise issues between adjoining buildings downtown, lighting requirements for rooftop uses and the consensus not to allow 1st floor apartments downtown. Habben stated the proposed amendments to the CBD section will be presented to the DDA for discussion and input at a future DDA meeting.

Habben continued review of proposed amendments to Section 7.17 Signs including recommended changes reviewed and discussed to date, permitting A-Frame type signs in all business districts, signs in residential areas and new graphics for determining sign height, width and area. Habben reviewed proposed amendments to Section 7.16 Parking including screening of loading areas, the parking calculation process for enclosed and unenclosed outdoor restaurant seating areas and amending the parking space requirements for institutional uses and places of worship, retail uses, dance halls and marijuana facilities.

Discussion was held on Habben's recommendation to amend the calculation to reduce parking space requirements for hair/nail salon uses with the consensus being to reduce the requirement as proposed.

Discussion was held on proposed amendments to add language to require rather than recommend cross access connections for developments in the M-24 Access Management Overlay District including the fact any new development can construct a connection stub for future access, increasing dumpster enclosure area lighting requirements, safety fencing at commercial and residential construction projects and regulating shipping containers on commercial and industrial properties.

CORRESPONDENCE

Consultant Habben stated the Development Activities Report is as submitted.

TRAINING REPORT

Consultant Habben reviewed the training status of Planning Commissioners to date and upcoming scheduled training opportunities.

COMMISSIONER COMMENTS

Commissioner Kelly commented on the historic residential home rehabilitation project at Park/Jefferson.

ADJOURNMENT

Motion by Marquardt.

Adjourn the meeting at 8:07 p.m.

MEETING ADJOURNED.