



Cedar Springs Planning Commission Meeting

MINUTES

Tuesday, June 6th, 2017

7:00 p.m.

**Cedar Springs City Hall
66 S. Main St.
Cedar Springs, Michigan**

1. **Owens** called the meeting to order at 7:01 p.m. The Pledge of Allegiance was recited.

2. ROLL CALL:

Ms. Lisa Atchison	<u>Present</u>
Mr. Dale Bray	<u>Present</u>
Mrs. Kathy Bremmer	<u>Present</u>
Mr. Clint Conley	<u>Present</u>
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Mr. Jerry Hall	<u>Present</u>
Mr. Perry Hopkins	<u>7:15pm</u>
Mr. Mark Laws	<u>Present</u>
Mr. Craig Owens	<u>Present</u>

3. Recognition of Timothy Johnson (City Planner), Michael Womack (City Manager), and Rebecca Newland (City Clerk).

4. Motion to approve the minutes of the Regular Meeting April 11th, 2017.

Motion by **Bremmer** supported by **Conley** to table the approval of the Regular meeting minutes of April 11th, 2017.

Voice Vote

7-0

Motion Carried.

5. APPROVAL OF AGENDA.

Motion by **Bremmer** supported by **Bray** to approve the agenda as presented.

Voice Vote

7-0

Motion Carried.

6. PUBLIC COMMENTS.

Those citizens wishing to speak on agenda and non-agenda items will be allowed a maximum of four minutes each to address their concerns. This is the only time during the meeting that citizens are allowed to address the Planning Commission. Please state your name and address for the record.

No public comments.

7. CONFLICTS OF INTEREST AND EX-PARTE COMMUNICATION INQUIRY

A. None

8. SCHEDULED PUBLIC HEARINGS.

A. None

9. NEW BUSINESS.

A. 14141 White Creek parking lot site plan application

Johnson reviewed his report and stated that the applicant should revise the site plan once they have finalized their plan. **Hall** reported that CS Manufacturing had a similar issue and that the Planning Commission denied their request. **Mark Thompson** stated that the plan was originally set for 9 spots because the applicant was under the impression that the plan would not need to go in front of the Planning Commission. The owner would like to have the option to add 11 additional spaces. **Atchison** wanted to make sure that the addition would not interfere with the Biggby Drive through traffic. **Johnson** recommended a revised site plan subject to the revised plan meeting all ordinance/zoning requirements, adding landscaping, and the lot split. **Owens** stated that the board tried to get the parking issues resolved during the Biggby project and he doesn't feel comfortable approving as is.

Motion by **Owens** supported by **Hopkins** to table the 14141 White Creek Parking Lot Site Plan Application.

Voice Vote

8-0

Motion Carried.

B. Sec. 40-545. - Specific sign standards. ordinance amendment

Womack stated that he has had in depth discussions with the new City Planner and will likely have some revisions before the next meeting. The change would make the calculation of how large the sign can be easier. He also wanted input on if he should adjust the language to state "which is smaller" or "which is larger". **Atchison** commented that the current verbiage says "which is less". **Johnson** suggested

considering adding language to permit more than one sign per wall or no more than a set number.

C. Items for zoning ordinance amendments Planner memo

a. MU district ordinance amendment

Johnson stated that since the creation of the ordinance it has not met the needs of the community. The revised ordinance added incubator facilities and would go to council this week and then will hold a public hearing at the next Planning Commission Meeting. **Hopkins** suggested waiting until the next meeting for action.

D. Planning Commission Work Program Planner memo

Johnson stated that he likes to work from a list of prioritized goals from the commission. He would like some feedback regarding the direction the council would like to go in the future. **Owens** stated that he would like to have Planning Commission members prioritize the list and email it to the City Manager. **Bray** stated that we need to focus on state and federal guidelines. **Johnson** would also like to do a two hour training program in the near future.

E. Medical Marijuana Facilities

- a. 500 foot maps
- b. 1000 foot maps

Womack stated that the issue will be addressed before December 15th, 2017 and that he has provided maps for 500 and 1000 feet from schools.

F. Sarah Hendricks resignation

Motion by **Owens** supported by **Atchison** to remove Sarah Hendricks from the Planning Commission.

Voice Vote

8-0

Motion Carried.

G. An Ordinance to Amend Sec. 2-186-Membership to change the number of Planning Commission members from nine (9) to seven (7).

Atchison stated that she thought there was better chance for quorum with 9 members. She also stated that the commission has run on 7 in the past. **Bremmer** suggested asking Judy Reed to run an article about what the Planning Commission does. **Bray** would like to see more opinions on big decisions.

10. OLD BUSINESS.

A. None

11. OPEN DISCUSSION FOR ISSUES NOT ON THE AGENDA.

A. Correspondence.

1. Prairie Run North 2017-025 LARA letter
2. Medical Marijuana Land Use series

B. Staff Comments.

1. City Manager- Bob Truesdale withdrew his Liberty Home application.

B. Planning Commission Members.

Atchison- Welcomed the new City Planner and thanked staff for their hard work.

Bremmer- Welcomed the new City Planner.

Hall- Welcomed the new City Planner. We will continue to bump against ordinances and make them more user friendly.

Hopkins would like to review the ordinances because in the past they have hindered the local businesses.

12. REPORT OF THE CITY COUNCIL REPRESENTATIVE.

Hall is continuing to look for individuals to serve on the Planning Commission.

13. REPORT OF THE PLANNING CONSULTANT.

Johnson thanked the council for the opportunity to work together and he is looking forward the future.

14. ADJOURNMENT.

Motion by **Owens** supported by **Bray** to adjourn.

Voice Vote

7-1

Motion Carried.

Rebecca Newland, City Clerk

Craig Owens, Chairperson