



- 3. Recognition of planning officials, engineering or legal representation.

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

- 4. Motion to approve the minutes of the Regular Meeting December 5<sup>th</sup>, 2017.

Motion by **Bremmer** supported by **Hall** to approve the minutes of the Regular Meeting December 5<sup>th</sup>, 2017 as presented.

**Voice Vote**

**7-0**

**Motion Carried.**

- 5. APPROVAL OF AGENDA.

Motion by **Bray** supported by **Bremmer** 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.*

**John Bergsma**- introduced the project at 288 Main as a community center that will focus on community outreach.

- 7. CONFLICTS OF INTEREST AND EX-PARTE COMMUNICATION INQUIRY

None.

- 8. SCHEDULED PUBLIC HEARINGS.

None.

- 9. NEW BUSINESS.

A. Mixed Use section table of uses additions

**Conley** stated that if a business did come into town that would be a good fit that was over 10,000 square feet that you might be shooting yourself in the foot by changing the ordinance to not permit such business. **Johnson** suggested leaving both commercial

businesses under and over 10,000 square feet as SLU if the commission wishes to keep possibilities open to larger commercial businesses.

Changes recommended:

- Outdoor storage, as either the principal use or accessory to another use=N/A
- Medical and dental office buildings and clinics (under 10,000 sq. feet) = P
- Professional or business office buildings (under 10,000 sq. feet) = P
- Contractor yards, building materials storage = SLU
- Production of merchandise on the premises, provided that the building is less than 10,000 square feet and such production shall not be detrimental either by odor, noise, vibration, or smoke to the nearest occupied dwelling. = SLU
- Create one category for contractors to simplify the table of uses.

#### B. Requested businesses/uses

##### a. Car Wash

- i. The Planning Commission stated that a car use does not follow the definition of “low traffic/intensity” in the mixed use district. It would fit better in the B-2 district.

##### b. Outdoor Smoker/Barbeque

- i. **Johnson** stated that the use would be an accessory to a restaurant. **Conley** did not think an outdoor smoker was a good fit for the downtown area. **Newland** will check to see what Solon Township allows for outdoor smokers. **Womack** will look to see if additional information and ordinance to model.

#### C. Table of Uses-Blank Spot suggestions

Changes recommended:

- Incubator facilities = N/A (bring definition back to PC)
- Repair of motorcycles, snowmobiles, all-terrain vehicles, boats and similar vehicles which are required to be licensed by the State of Michigan.= N/A in HC district, SLU in B-3 and MU district.
- Indoor recreation establishments- Include examples of indoor recreation and exclude shooting range.

#### D. Site Plan Review/Site Plan Review recommended amendments.

### 10. OLD BUSINESS.

- A. **Highway Commercial** section table of uses additions- hotel, sports store, building supply equipment and boat repair to permitted use, marijuana retail

**Industrial** section table of uses additions- marijuana general, Trucking yard or terminal, Data Centers/Information Centers, wineries, distillery, brewery  
Solar/Wind Farm

Changes Recommended:

- Industrial District: Indoor shooting range = P
- Industrial District: Machine shops and tool and die Establishments = P

B. Sec. 40-447. - Landscaping requirements.

a. Set Public Hearing for February 6<sup>th</sup>, 2018 at 7pm.

Changes Recommended:

- Remove 40-56 (a)
- Add language to allow permit a sketch plan that was denied by the Zoning administrator to be appealed to the planning Commission.

C. Sign Ordinance SEC. 40-546 DIGITAL SIGN REQUIREMENTS

Added language: "In the HC district as either a ground sign or as a pole sign"

11. OPEN DISCUSSION FOR ISSUES NOT ON THE AGENDA.

A. Correspondence.

1. City Council Bee Keeping and Sign Ordinance 1<sup>st</sup> Reading at January Meeting and Public Hearing to be scheduled for February Meeting at second reading.
2. Solon Township Master Plan distribution
3. Ottawa County Planning Commission Training
4. MAP Training

B. Staff Comments.

1. City Manager.

Nov.14th, 2017 Minutes "Bremmer would like to have some information if Main street businesses could be required to have building numbers."

IPMC 2012: 304.3 Premises identification. Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of 4 inches (102 mm) in height with a minimum stroke width of 0.5 inch (12.7 mm).

C. Planning Commission Members.

12. REPORT OF THE CITY COUNCIL REPRESENTATIVE.

None.

13. REPORT OF THE PLANNING CONSULTANT.

None.

14. ADJOURNMENT.

Motion by **Bremmer** supported by **Bray** to adjourn at 8:54 p.m.

**Voice Vote**

**7-0**

**Motion Carried.**

---

Rebecca Newland, City Clerk

---

Craig Owens, Chairperson