



Cedar Springs Planning Commission Meeting

MINUTES

Tuesday, January 04, 2022

7:00 p.m.

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

1. **Clerk Johnson** called the meeting to order at 7:00pm. The Pledge of Allegiance was recited.

Clerk Johnson issued the Oath of Office to appointed/reappointed members: Gerald Hall and Shandell Napieralski .

Clerk Johnson opened the floor for nominations for Chairperson.

Hall seconded by McGrath nominated Conley.

Conley accepted the nomination.

Clerk Johnson closed the floor for nominations for chairperson.

Clerk Johnson called a Roll Call Vote for Chairperson Conley. 7-0

Clerk issues the Oath of Office to Chairperson Conley

Conley opened the floor to nominations for Vice-Chairperson.

Merlington seconded by Hogg nominated Nixon.

Nixon accepted the nomination.

Conley closed the floor for nominations for chairperson.

Conley called a Roll Call Vote for Vice-Chairperson Nixon. 7-0

Clerk issued the Oath of Office to Vice-Chairperson Nixon

2. ROLL CALL:

Mr. Jerry Hall	<u>Present</u>
Mr. Matthew Hogg	<u>Present</u>
Mr. Jason Merlington	<u>Present</u>
Mr. Daniel McGrath	<u>Present</u>
Ms. Shandell Napieralski	<u>Present</u>
Mr. John Nixon	<u>Present</u>
Mr. Clint Conley	<u>Present</u>

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

Womack (City Manager) and Johnson (City Clerk).

4. Motion to approve the minutes of the Regular Meeting December 07, 2021.

Motion by **McGrath** seconded by **Napieralski** to approve the minutes of the Regular Meeting December 07, 2021.

Voice Vote

7-0

Motion Carried.

5. APPROVAL OF AGENDA.

Motion by **Hogg** seconded by **Merlington** to approve the agenda with the following amendment 10D Motion to reschedule the March 1, 2022 Planning Commission meeting to March 8, 2022 and to reschedule November 8th, 2022 Planning Commission meeting to November 1, 2022.

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 if you would like.

Rose Powell thanked Mr. Hall and Ms. Napieralski for volunteering for the board. She also thanked the entire board for the hard work they do. She reported that the Red Flannel Festival has started meeting to begin planning Red Flannel Day 2022.

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

None.

8. SCHEDULED PUBLIC HEARINGS.

None.

9. SITE PLAN REVIEWS.

- A. 88 North Main St. zoning approval
 - i) Powerpoint Presentation
 - ii) SAI Structural Associates Letter regarding 88 North Main St.
 - iii) Hansens Metal Roofing Company Letter
 - iv) Proposed Siding options

Hogg was satisfied with the evidence provided. **Nixon** thought that the proposed color did not meet the City standards. **Merlington** preferred option 1 and wanted to see a separation at the bottom 3-4ft to make it easier to replace panels if they became damaged.

Motion by **Conley** seconded by **Hall** to approve of the proposed construction plans by Pete Gault at 88 N. Main St. submitted on December 13th, 2021 subject to the following conditions:

1. That the letter from Structural Engineer Lin Lee is accepted as evidence of the buildings stability but that the owners are under a continuing obligation to maintain the safety of the building.
2. That the use of metal siding is acceptable for use as an accent on the southern and eastern wall of the building.
3. That the Planning Commission finds that proposed Option One is acceptable with the required modifications of:
 - a. Must ensure the metal siding color to one that is earth tone / neutral.
 - b. Must add a base level of at least 3 feet that creates some visual difference in the architecture.
4. That the owner of the building shall be responsible for the replacement of any damaged siding within a reasonable period of time upon request from the City.
5. That the modified plans shall be reviewed and be given final approval by the Planning Commission Chairperson.

Voice Vote

7-0

Motion Carried.

- B. Cedar Springs 5-Year Recreation Plan Draft
 - i) Heart of Cedar Springs Master Plan Option A
(1) Enlargement
 - ii) Heart of Cedar Springs Master Plan Option B
(1) Enlargement
 - iii) Heart of Cedar Springs Master Plan Option C
(1) Enlargement

Hall did not like the roundabout parking. **Womack** also reminded and invited the board of the meeting on Thursday, January 6th, 2022 at 5:50pm at the Fire Station.

10. OTHER BUSINESS.

- A. Williams and Works Planning and Zoning Services Proposal
 - i) Sample Plan Rockford Master Plan
 - ii) Sample PC Memo Lowell SLU

Womack recommended a contract with Williams and Works and will begin drafting the agreement and bring it back for approval from the board.

- B. Motion to set a public hearing for February 1st, 2022-Ordinance amendment to Chapter 40, Section IV. Division 2 to modify Sec. 40-446 Walls and Fence

- C. Discussion regarding single family residential uses in R2 and R3 zoning and the possibility of rezoning those areas to match their use.
 - i) List of known duplexes or multi-family located in the proposed area
 - ii) Map showing known duplexes or multi-family located in the proposed area
 - iii) Permitted Residential uses in the R1, R2 and R3 zoning districts
 - iv) List of proposed rezoning properties

Womack requested any comments from the board. He wanted to first inform the parcels impacted then after the parcels and later send out 300 ft letter with a public hearing information.

- D. Motion to reschedule the March 1, 2022 Planning Commission meeting to March 8, 2022 and to reschedule November 8th, 2022 Planning Commission meeting to November 1, 2022.

Motion by **Hall** seconded by **Merlington** to reschedule the March 1, 2022 Planning Commission meeting to March 8, 2022 and to reschedule November 8th, 2022 Planning Commission meeting to November 1, 2022.

Voice Vote

7-0

Motion Carried.

11. OPEN DISCUSSION FOR ISSUES NOT ON THE AGENDA.

A. Correspondence

- i) 2022 Calendar
- ii) 2021 Bylaw Revisions Approved by City Council on 12-09-2021
- iii) Potential Multi-family development
- iv) Bremmer Letter RE Rezoning

B. Staff Comments.

- i) City Manager remarked that he will be out of town next week.
- ii) City Clerk reminded the board if they wanted to be paid for their service to the board that they would need to submit the proper tax forms to the Finance Director. See Clerk after the meeting if you would like to pick up the forms tonight.

C. Planning Commission Members.

McGrath reported that February would be his last meeting on the board because he will be moving to Plymouth, MI.

Conley welcomed Ms. Napieralski back to the board.

Hall reported that he would be in Florida for the February and March meeting. He also thanked everyone for serving on the board.

12. REPORT OF THE CITY COUNCIL REPRESENTATIVE.

None.

13. REPORT OF THE PLANNING CONSULTANT.

None.

14. ADJOURNMENT.

Conley adjourned the meeting at 8:09pm.

Rebecca Johnson, City Clerk

Clint Conley, Chairperson