

PLANNING COMMISSION MINUTES
Regular Meeting
August 12, 2008

CALL TO ORDER: By Chairperson Abent at 7:00 p.m.

PRESENT: Commissioners Robinette, Powers, Horton, Ranville, Siarny, Snyder, Abent, Cuttle, Mayor Pro Tem Smith.

ALSO PRESENT: Fire Chief Kevin Fullerton, Fire Captain/ Building Inspector Leroy Hummel, City Manager Gregg Guetschow

ABSENT: Commissioner Wildern (excused)

APPROVAL OF MINUTES OF JULY 1, 2008: Moved by Cuttle, seconded by Siarny to approve the minutes as presented. Carried. 8 Yeas. 0 Nays.

APPROVAL OF AGENDA: Moved by Siarny, seconded by Powers to approve the agenda as presented. Carried. 8 Yeas. 0 Nays.

EARLY PUBLIC COMMENT: None.

UNFINISHED BUSINESS: None

NEW BUSINESS:

PUBLIC HEARING – SITE PLAN REVIEW – 1580 MIKSELL STREET – SPARTAN MOTORS: Public hearing was opened at 7:02 p.m. Arthur Ickes presented Spartan Motors request for an 8000 sq. ft. addition to plant #3. Public hearing was closed at 7:04 p.m.

ACTION ON SITE PLAN REVIEW FOR SPARTAN MOTORS: Moved by Robinette, second by Snyder to approve the Site Plan Review for Spartan Motors

contingent upon final approval from the Building Department. Carried. 8 Yeas. 0 Nays.

8) REPORTS, COMMENTS, CORRESPONDENCE:

- A) **ACCESS MANAGEMENT STANDARDS:** Commissioner Cuttle gave a report on the City's current access management standards which are similar to those of the Michigan Department of Transportation, but there is some room for improvement.
- B) **MIXED USE ZONING:** City Manager Guetschow gave a report on the research he has done regarding Mixed Use Zoning. Two models were presented for consideration. Mr. Guetschow indicated that it would take approximately 4 – 6 months to implement the change to the “overlay” method of mixed use.
- C) **SIGN REGULATIONS:** City Manager Guetschow gave a report on research he has conducted regarding the City's sign ordinance. He indicated that as a building in Charlotte gets bigger, the allowable size of the sign takes up less space, which is the opposite of what regulations indicate in most comparable communities. Mr. Guetschow indicated that the problem has probably evolved over time because it appears the sign portion of the zoning ordinance has not been revised in many years.
- D) **ARCHITECTURAL STANDARDS:** City Manager Guetschow shared his research with the Commission regarding architectural standards. It appears that standards may be put into place, but the standards must show some flexibility with regard to material type and performance. Mr. Guetschow indicated that creating architectural standards is a complex issue, and would require an outside consultant being hired, as well as considerable commitment of time from the Planning Commission.
- E) **BOARD OF APPEALS:** Chairperson Abent indicated that she attended the August 11, ZBA meeting and that they

approved a variance for an addition to a barn which will be used to store farming equipment.

- F) **BUILDING DEPARTMENT:** Chief Fullerton referred to a memo in the Commissioners packet which indicates that the grinder station for the Eaton County Medical Care Facility expansion is acceptable. Spartan Motors has occupied 1 floor of Plant #2, and will be opening the other two floors by the end of this month. CVS pulled their permits in July, but are not ready to begin construction yet.

Commissioner Horton submitted her verbal resignation to the Commission, and a written confirmation to the City Clerk.

Commissioner Robinette apologized for his absence at the last meeting.

There being no further business, the meeting was adjourned at 7:50 P.M.

Michelle King, City Clerk