



PLANNING COMMISSION

May 20, 2021

A regular Planning Commission meeting was conducted virtually from remote locations, with staff at City Hall Council Chambers, Petoskey, Michigan, on Thursday, May 20, 2021. Roll was called at 7:00 P.M. and the following were:

Present: Cynthia Linn Robson, Chairperson, Petoskey, MI, Emmet County
Betony Braddock, Petoskey, MI, Emmet County
Carolyn Dettmer, Petoskey, MI, Emmet County
Rose Fitzgerald, Petoskey, MI, Emmet County
Richard Mooradian, Petoskey, MI, Emmet County
Rick Neumann, Petoskey, MI, Emmet County
Ted Pall, Petoskey, MI, Emmet County (arrived at 7:35 P.M.)
Kent Warner, Petoskey, MI, Emmet County
Charles Willmott, Petoskey, MI, Emmet County

Others: Paul LeBlanc, PLB Planning Group, LLC, Grand Rapids
Dr. Thomas Zeidel, North Central Michigan College

Staff: Amy Tweeten, City Planner
Lisa Denoyer, Administrative Assistant

Upon motion and support, the minutes of the April 15, 2021 regular meeting and May 11, 2021 joint meeting with City Council were approved 8-0. Chairperson Robson introduced Charles Willmott as a new Commissioner.

**Consideration of a Special Condition Sign Request
for 1250 Atkins Street – First Baptist Church**

Staff reminded the Commission that at its December 2019 meeting, they conditionally approved a special condition use site plan for First Baptist Church at 1250 Atkins Street, which is within the R-1 Single Family District. Staff is still working with the applicant on their site plan as the property has not yet been paved.

The church is requesting approval of a free-standing sign at the entry of their property. Pursuant to Section 8.2(10) non-illuminated, freestanding signs for public, nonprofit institutional uses in residential districts shall be reviewed by the Planning Commission but in no case shall a freestanding sign exceed four feet in height and 12 square feet in area. The proposed sign is 11.8 square feet, four feet tall, not illuminated, and on the church property.

Staff noted that while the sign is not illuminated the lettering will be reflective and therefore would be visible when lights reflected off of it.

Commissioners commented that the church is hard to find due to the large setback and the sign would be beneficial, asked if there would be landscaping around the sign and if any comments were received by neighbors.

Staff responded that no landscaping is anticipated and that no comments were received as neighbors were not notified as it is not a requirement for this type of request.

At this time, Commissioner Neumann made a motion, seconded by Commissioner Warner, to approve the special condition sign request for 1250 Atkins Street. Motion carried 8-0.

Discussion and Direction on a New Zoning District for North Central Michigan College

Staff informed the Commission that the new district format follows the H – Hospital District with requirement for a master site facilities plan. All identified uses are permitted with additional requirements for some uses. Staff was awaiting drawings from Mr. LeBlanc so that the Commission could see the schematics for the potential dormitory building and the impact a four-story, 60 foot building would have on the area around it.

Paul LeBlanc, PLB Planning Group, LLC, explained that he and staff had reviewed and addressed concerns and comments received by the Commission at the April meeting, clarified some of the language, and added specificity to the setback requirements. He then informed the Commission that he was not able to receive the schematics from the architect in time for this meeting but would provide them at the next meeting.

Staff reviewed Sections 3201, 3202 and 3203 of the ordinance language and reviewed changes that were made based on recommendations of the Commission at their April 15th meeting.

At this time the meeting was opened for public comment. No comments were received.

Commissioner Willmott commented that the college has been an excellent neighbor to which Commissioner Robson brought up the possible issue of conflict of interest. It was determined that Commissioner Willmott does not live adjacent to or within 300-feet of the proposed college district area and therefore there was not a conflict of interest.

Commissioners discussed the portion of college land that would be considered for rezoning to a college district; whether or not food trucks and mobile blood drives or vaccination units would be permitted in this district; the addition of parks and natural areas as a permitted use and the addition of “consistent with educational mission” to retail in Section 3201; the addition of maximum height requirements and setbacks to the chart in Section 3202; maximum ambient levels for outdoor performance facility/amphitheater; consideration of cyclists to the circulation plan; and removed the minimum percentage of natural or landscaped area required.

At this time, Commissioner Pall made a motion, seconded by Commissioner Warner, to approve changes and schedule a public hearing for the regular June meeting when schematic drawings of the proposed dormitory would be provided. Motion carried 9-0.

Discussion and Scheduling of a Public Hearing on the Livable Petoskey Master Plan

Staff reviewed the changes made at the special joint meeting with City Council that included:

1. Added to Community Chapter – Arts and Culture Strategies and Table 6.1 Implementation:
 - d) Participate in efforts to ensure arts and cultural education are equitably provided community wide.
2. Modified a goal and strategies in the Local Economy – Assets and Opportunities and Table 6.1 Implementation:

The goal relating to Community Wealth Building was changed from “Community assets are developed in a manner that builds local wealth” to “Preserve and build upon community assets in a manner that enhances our shared prosperity and well-being”.

Strategies x and y were removed and replaced with new language, which has a footnote linking to the MML page on Community Wealth Building, and a text box was added with additional definitions and links.

Encourage discussion of Community Wealth Building business models.

Staff noted that Table 6.1 did not include state and federal government in the list of partners, so this was added where applicable.

At this time, Commissioner Neumann made a motion, seconded by Commissioner Braddock to approve the changes made at the joint meeting and to schedule a public hearing on the plan for the regular meeting in June. Motion carried 9-0.

Discussion and Direction on Possible Sign Ordinance Amendments

Due to the late hour, the Planning Commission decided to postpone discussion on possible sign ordinance amendments until their regular June meeting.

Public Comment

The meeting was opened for public comment. No public comment was received.

Updates

Staff informed the Commission that they only have their regular scheduled meeting in June.

Commissioner Fitzgerald commented that public hearings on a new zoning district and the master plan as well as discussion on possible sign ordinance changes seemed like a lot to have on one agenda.

Chairperson Robson commented that she had no concerns with the proposed sign ordinance changes being postponed.

Staff then informed the Commission that they would also be reviewing the housing changes made from their special meeting and that it is anticipated that North Central Michigan College will be submitting a master site facilities plan for approval.

Commissioner Neumann asked if there were any updates on the two housing projects that had been approved a number of months ago.

Staff responded that the Lofts at Lumber Square is still waiting to hear on the low income tax credit and whether it will be awarded. They should hear back sometime this month. The Grand Villas will be moving forward and staff believes the architects have been given the green light to move on to construction plans.

The meeting was then adjourned at 9:17 P.M.

Minutes reviewed by Ted Pall, Vice Chairperson/Secretary