



CITY OF MARINE CITY

Planning Commission Meeting Agenda

Marine City Fire Hall, 200 South Parker Street

Regular Meeting: Monday, February 11, 2019 7:00 PM

1. **CALL TO ORDER**

2. **MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**

3. **ROLL CALL:** Commissioners Graham Allan, Trent Attebury, William Beutell, Keith Jenken, Joseph Moran, Brian Ross; City Commissioner William Klaassen; Building Official Susan Wilburn; City Manager Elaine Leven

4. **COMMUNICATIONS**

5. **PUBLIC COMMENT** *Anyone in attendance is welcome to address the Planning Commission. Please state name and address. Limit comments to five (5) minutes.*

6. **APPROVE AGENDA**

7. **APPROVE MINUTES**

A. January 14, 2019 Meeting Minutes

8. **UNFINISHED BUSINESS**

9. **NEW BUSINESS**

- A. Site Plan Review ~ Mike Thomas: 1257 South Parker Street & 1242 South Belle River Avenue
- B. Planning Commission Annual Report
- C. Parks Plan ~ Discussion

10. **ADJOURNMENT**

**City of Marine City
Planning Commission Meeting
January 14, 2019**

A regular meeting of the Marine City Planning Commission was held on Monday, January 14, 2019, in the Fire Hall, 200 South Parker Street, Marine City, Michigan, and was called to order by Chairperson Moran at 7:00pm.

After observing a moment of silence, the Pledge of Allegiance was led by Chairperson Moran.

Present: Chairperson Joseph Moran; Commissioners Graham Allan, Trent Attebury, William Beutell, Brian Ross; City Commissioner William Klaassen; City Manager Elaine Leven; Deputy Clerk Elizabeth Desmarais

Absent: Commissioner Keith Jenken; Building Official Susan Wilburn

Chairperson Moran reminded the Board that when a Board member cannot attend a meeting that they need to notify he and City Manager Leven.

Communications

None.

Public Comment

No residents addressed the Board.

Approve Agenda

Motion by Commissioner Beutell, seconded by Commissioner Ross, to approve the Agenda. All Ayes. Motion Carried.

Approve Minutes

Motion by Commissioner Allan, seconded by Commissioner Beutell, to approve the December 10, 2018 meeting minutes of the Planning Commission, as presented. All Ayes. Motion Carried.

Unfinished Business

TIFA Subcommittee Appointment

Motion by Commissioner Ross, seconded by Commissioner Attebury, to appoint Commissioner Allan as the second Planning Commission representative for the tripartite committee. All Ayes. Motion Carried.

New Business

None.

Adjournment

Chairperson Moran welcomed Commissioner Attebury to the Board.

Motion by Commissioner Beutell, seconded by City Commissioner Klaassen, to adjourn at 7:05pm. All Ayes. Motion Carried.

Respectfully submitted,

Elizabeth Desmarais
Deputy Clerk

Kristen Baxter
City Clerk



City of Marine City
Building Department
303 S. Water St.
Marine City, MI 48039
(810) 765-9011
buildingdepartment@marinecity-mi.org

SITE PLAN REVIEW APPLICATION AND SUBMITTAL CHECKLIST FOR PLANNING COMMISSION

Cash Receipting Code: Plan Com

Application Fees: \$200.00 \$300.00 \$200.00	Single & Multi-Family (up to 3 units) Commercial, Industrial, Subdivisions, Condos, Multi-Family (4 or more units) Special Use Application
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When this completed application is filed in conjunction with the site plan for the proposed development, it will serve to initiate processing of the plans in accordance with the review procedure as described in the City of Marine City Zoning Ordinance. The engineer, architect, planner and/or designer retained to develop the site plan shall be responsible for securing a copy of the City of Marine City Zoning Ordinances, which are available on the City's website at www.cityofmarinecity.org, and complying with the various requirements therein. Further, these professionals shall make themselves aware of all master plan requirements including, major thoroughfares, land use, recreation, etc. Be sure to complete each applicable section of this application, omission of any required information will delay the review process. **Applicant will reimburse the City of Marine City for all planning Consultant fees and Engineering Consultant fees associated with this application prior to being placed on the agenda.**

Applicant Name(s): MILK THOMAS

Applicant Address: MARINE CITY MI 48039

Phone: _____ Fax: _____ Email: _____

Property Owner Name(s): PATRICK THOMAS

Property Owner Address: _____

Phone: _____ Fax: _____ Email: _____

Name of Proposed Development: RIVERSIDE MARKET

Address of Development: 1257 S PARKER + 1242 S Belle River Ave

Parcel No.: 7402 875001020 Description of Development: ☒ New ☐ Addition

☒ Copy of Legal Description Attached

Proposed Use: see ATTACHE d

I (We) hereby attest that all of the information provided in this application and attachments submitted, are true and correct to the best of my (our) knowledge and belief.

Applicant's Signature: MT Thomas Date: 1/20/19

Owner's Signature: MT Thomas (POA) Date: 1/20/19

Site Plan Preparer Signature: [Signature] Date: 1/21/19

If petitioner is not the owner, state the basis for representation (i.e. Attorney, Representative, Option-to-Buy, etc.): _____

CITY OF MARINE CITY

303 S WATER ST.

MARINE CITY, MI 48039

PHONE (810) 765-8846 • FAX (810) 765-1040

To: Chairman and Members of the Marine City Planning Commission
From: Susan Wilburn, Building Official
Date: September 11, 2018
Subject: Site Plan Review Riverside Market - 1242 S. Belle River Rd. and 1257 S. Parker

The properties being considered are two parcels totaling 2.59 acres parcel with two frontages. The frontage on S. Belle River Rd. is zoned Waterfront Recreation and Marine. The S. Parker frontage is zoned General Business.

Attached are site plan drawings for a proposed open market located at 1257 S. Parker with proposed parking at 1243 S. Belle River.

This project has not been reviewed by Wade Trim since no permanent improvements are proposed at this time. All structures will be portable with portable restroom facilities, including an ADA portable restroom.

The S. Parker frontage is zoned B-2, General Business District. The open market could be considered **“open front store”** in character, which is an allowable use in this district.

B-2, GENERAL BUSINESS DISTRICT

§ 160.095 INTENT.

The B-2 General Business District is designed to furnish areas served by the B-1 Central Business District with a variety of automobile services and goods incompatible with the uses in such B-1 Central Business District. The B-2 General Business District is characterized by More diversified business types and is located to serve transient traffic in addition to tourist accommodations and services.

(Prior Code, App., § 700)

160.097 USES PERMITTED SUBJECT TO SPECIAL CONDITIONS.

Under such conditions as the Planning Commission, after hearing, finds the use as not being injurious to the B-2 District and environs, and not contrary to the spirit and purpose of this chapter, and subject further to the conditions hereinafter imposed for each use, the following uses may be permitted:

(C) Business in the character of a drive-in, or open front store subject to the following:

- (1) A setback of at least 60 feet from the right-of-way line of any existing or proposed street must be maintained.
- (2) Ingress and egress points shall be located at least 60 feet from the intersection of any 2 streets.
- (3) All lighting shall be shielded from adjacent residential districts.
- (4) A 4-foot completely obscuring wall or obscuring fence shall be provided where abutting districts are zoned for residential use.

* The adjoining properties are all zoned W-M, Waterfront Recreation and Marina or B-2, General Business District.

The S. Belle River frontage is zoned W-M, Waterfront Recreation and Marina. This parcel would be used for parking. Parking is not listed in allowable uses permitted in W-M, and may require Zoning Board of Appeals approval upon Planning Commission direction. The owner of the property has Zoning Board of Appeals approval for a gravel surface recreational vehicle storage yard in lieu of "paved".

W-M, WATERFRONT RECREATION AND MARINA DISTRICT

§ 160.110 INTENT.

The waterfront of the City of Marine City is a limited community resource; therefore, it is the intent of the Waterfront Recreation and Marina District, aside from residential use, to allow only those recreational, public and business uses which are related to the waterfront and which, therefore, cannot feasibly be located elsewhere. Such districts are intended to encourage safe and efficient development of waterfront areas and facilitate navigation.

(Prior Code, App., § 800) (Ord. 98-3, passed 3-19-1998)

160.111 PRINCIPAL USES PERMITTED.

(A) Public or private facilities for the berthing, launching, handling or servicing of recreational boats, except as otherwise provided in this subchapter;

(B) Public beaches and recreation areas directly related to the waterfront;

(C) Retail businesses which supply products primarily and directly for persons using the facilities of the district, such as sale of boats, equipment and accessories, fishing equipment and bait and other similar items;

(D) Indoor storage of boats in a permanent structure;

(E) Accessory uses and buildings as follows:

(1) Private launching ramps;

(2) Outdoor storage of recreational boats on the paved off-street parking surface required herein. No parking lot shall be occupied by stored boats during the months of June, July and August. All such storage shall be arranged in an orderly manner and at least 1/2 of the parking area shall be conveniently available for customer parking by May 15;

(3) Other approved accessory uses and buildings when located on the same lot as a principal use, provided that such accessory use or building shall be clearly incidental to the permitted use; and

(4) Temporary buildings and uses for construction purposes for a period not to exceed 1 year.

The proposed development would have approximately 14,400 s.f of portable usable floor area. There are 89 parking spaces shown on the proposed site plan including ADA parking spaces. Based on the table below, commercial properties in B districts, 144 parking spaces would be required.

160.214 OFF-STREET PARKING REQUIREMENTS.

(11) For the purpose of computing the number of parking spaces required, the definition of **USABLE FLOOR AREA** shall govern.

(12) The minimum number of off-street parking spaces by type of use shall be determined in accordance with the following schedule except that said schedule shall not apply to the erection, alteration or extension of any use or building within the developed business district bounded by Broadway Street on the north, the St. Clair River on the east, Bridge Street and the centerline of same projected easterly to the St. Clair River on the south, and the centerline of Market Street on the west; except as required in division (B)(5) above. Further, in any District where off-street parking areas have been provided through special assessments the required number of spaces as required hereinafter may be reduced by the Board of Appeals by that number of spaces which can be prorated to the use which was specially assessed.

<i>Use</i>	<i>Number of Minimum Parking Spaces Per Unit of Measure</i>
<i>Business and Commercial</i>	
Planned commercial or shopping center located in any "B" district	One for each 100 square feet of usable floor area.

CITY OF MARINE CITY PLANNING COMMISSION ANNUAL REPORT: 2018

1. Membership

Planning Commission Member	Term Expiring
Joseph Moran	6/30/2021
Graham Allan	6/30/2020
William Beutell	6/30/2020
Trent Attebury	6/30/2020
Keith Jenken	6/30/2019
Brian Ross	6/30/2019
William Klaassen	City Commission Representative

2. Meetings (*MPEA requires four meetings annually*)

The Marine City Planning Commission met 10 times. This meets the minimum requirements of the MPEA.

Master Plan update was completed and adopted in 2018

4. Zoning Ordinance Amendments

- ☐ Document the section numbers amended and indicate any work in progress
- ☐ Review rezoning requests; indicate location, request description, and status
- ☐ Identify any zoning ordinance updates to undertake in the upcoming year

The Planning Commission and City Commission have been working with our Planning Consultant on an extensive review of our Zoning and other ordinances (See attached)

5. Development Reviews

Project Type	Location	Description	Status	Recommendation to legislative body	Date of Action
Site Plan Review	240 South Water St.	2558 square foot dining room addition with 652 square foot mezzanine to existing building	Approved as presented	N/A	2/12/2018

Rezoning	6215 King Road	Rezoning from B-2 to L-1	Made recommendation to City Commission to approve requested zoning amendment	City Commission approved zoning amendment 4/5/2018	3/12/2018
Site Plan Review	6215 King Road	Landscaping location	Approved as presented	N/A	4/9/2018
Site Plan/Special Use	1119 S. Parker	For a power sports/recreational sport store	Approved as presented	N/A	4/9/2018
Site Plan Review	887 Degurse	Building additional and gravel storage yard	Approved as presented, contingent upon Zoning Board of Appeals approval	N/A	4/9/2018
Site Plan Review	334 S. Water St.	Proposed ten unit marketplace	Approved as presented	N/A	4/9/2018
Special Land Use	1340 S. Parker	Truck storage facility	Approved as presented	N/A	8/13/2018
Lot Split	1242 S. Belle River	Split property into two separate parcels along the zoning change line	Approved as presented	N/A	10/8/2018

6. Variances

Variance Type	Location	Description	Status	Recommendation to legislative body	Date of Action
Setback	330 N. Market St.	Reduce side setback to add a carport	Denied request due to unique circumstance or undue hardship not met	N/A	1/3/2018
Setback	240 S. Water St.	To reduce the side setback from 10 feet to 6 feet to construct a stairwell	Approved as presented	N/A	3/7/2018
Extend Balcony	240 S. Water St.	Extend the proposed front balcony two feet over sidewalk	Approved as presented	N/A	3/7/2018
Expansion of Accessory Structure	330 N. Market St.	To increase the size of existing non-conforming shed from 6 feet by 10 feet to 7 feet by 16 feet	Approved as presented	N/A	4/4/2018
Setback	887 Degurse	Reduce side setback from 20 feet to 10.5 feet	Approved as presented	N/A	5/2/2018
Expand Accessory Structure	180 Degurse	Increase an accessory structure from 14 feet to 16 feet	Approved as presented	N/A	6/6/2018

Vacant Property Development	1242 S. Belle River	1) A solid surface storage area rather than paved. 2) Year around storage. 3) Storage of RV's and boats.	Approved as presented	N/A	8/1/2018
Increase Height Requirement	1300 S. Parker	Increase maximum allowable height from 40 feet to 48 feet for an addition over theatre stage area.	Approved as presented	N/A	11/7/2018
Setback	827 Degurse	Reduce south side setback from 20 feet to 10 feet.	Tabled; did not provide prints or plans.	N/A	11/7/2018
Setback	827 Degurse	Reduce south side setback from 20 feet to 10 feet.	Approved as presented	N/A	12/5/2018

7. Actions by legislative body

Approved Master Plan and Parks & Recreation Plan, held first, second reading of Ordinances noted in table (See attached)

8. Zoning Map

Proposed amendments to Nautical Mile District Overlay

9. Trainings

Topic/Description		Date	
The following Planning Commissioners attended the MPC Annual Workshop	William Beutell, Joseph Moran, Graham Allan, Elaine Leven (City Manager)	MPC Annual Workshop	29-Oct-18

10. Joint Meetings

There were no joint meetings

Signatures

Joseph Moran
Chairperson

Kristen Baxter
City Clerk

Date

Date

Section	Commonly Known As	Attorney Review	PC Review	PC Public Hearing	CC First Reading	CC Adoption	Effective Date
8	Rates, Billing, and Enforcement				6/7/2018	6/21/2018	7/5/2018
70.035	Disabled Motor Vehicle Parking		11/13/2017		3/15/2018	4/5/2018	4/20/2018
70.055	Snow Removal		11/13/2017		3/15/2018	4/5/2018	4/20/2018
70.080	Traffic Code - Parking Commerical Vehicles		6/11/2018		1/17/2019		
70.081	Traffic Code - Parking Commerical Vehicles		6/11/2018		1/17/2019		
70.082	Traffic Code - Parking Commerical Vehicles		6/11/2018		1/17/2019		
90.016	Commercial Use of Sidewalks - Merchandise and Material		6/11/2018		1/17/2019		
95.46	Nuisance Weeds - Grass Height		6/11/2018		1/17/2019		
130.21	Minor in Possession				3/15/2018	4/5/2018	4/20/2018
153.550	Recreation Equipment		6/11/2018		6/21/2018	7/19/2018	8/2/2018
155.055	Rental Inspection (to 155.059)		6/11/2018		9/20/2018	10/4/2018	10/18/2018
155.060	Fees		6/11/2018		9/20/2018	10/4/2018	10/18/2018
158.147	Blight Prevention - Grass Height		6/11/2018		1/17/2019		
160.005	ZEA Amendments	4/26/2018		6/11/2018	1/17/2019		
160.005	Home Occupation		6/11/2018	6/11/2018	1/17/2019		
160.020	Zoning Map Amendments - Nautical Mile District		6/11/2018	6/11/2018	1/17/2019		
160.021	Zoning Map Amendments - Nautical Mile District		6/11/2018	6/11/2018	1/17/2019		
160.024	Unspecified Uses		6/11/2018	6/11/2018	1/17/2019		
160.036	ZEA Amendments			6/11/2018	1/17/2019		
160.037	ZEA Amendments			6/11/2018	1/17/2019		
160.037	Home Occupation		6/11/2018	6/11/2018	1/17/2019		
160.052	ZEA Amendments			6/11/2018	1/17/2019		
160.081	ZEA Amendments			6/11/2018	1/17/2019		
160.081	Residential Units in Central Business District			6/11/2018	1/17/2019		
160.082	Permitted Uses for Sidewalk Café	4/26/2018	6/11/2018	6/11/2018	8/2/2018	11/1/2018	11/15/2018
160.082	Residential Units in Central Business District			6/11/2018	1/17/2019		
160.175	ZEA Amendments		6/11/2018	6/11/2018	1/17/2019		
160.175	Zoning Map Amendments - Nautical Mile District		6/11/2018	6/11/2018	1/17/2019		
160.195	Setbacks - Correct Discrepancy			6/11/2018	1/17/2019		
160.213	Accessory Buildings and Structures		6/11/2018	6/11/2018	1/17/2019		
160.214	Driveways and Front Yard Parking		11/13/2017	11/13/2017	3/15/2018	4/5/2018	4/20/2018
160.220	Signs	4/26/2018	6/11/2018	6/11/2018	9/6/2018	9/20/2018	10/5/2018
160.221	Obscuring Walls and Fences		6/11/2018	6/11/2018	1/17/2019		
160.234	Outdoor Sales/Displays	4/26/2018	6/11/2018	6/11/2018	8/2/2018	11/1/2018	11/15/2018
160.235	Outdoor Café Service		6/11/2018	6/11/2018	8/2/2018	11/1/2018	11/15/2018
160.236	ZEA Amendments - Planned Development			6/11/2018	1/17/2019		
160.237	Home Occupation		6/11/2018	6/11/2018	1/17/2019		
160.274	ZEA Amendments - Public Hearings and Notices			6/11/2018	1/17/2019		
160.298	ZEA Amendments - Zoning Commission			6/11/2018	1/17/2019		
160.300	Site Plan Review		6/11/2018	6/11/2018	1/17/2019		
160.301	ZEA Amendments - Changes and Amendments			6/11/2018	1/17/2019		
160.306	ZEA Amendments - Conditional Rezoning			6/11/2018	1/17/2019		
160.315	ZEA Amendments - Creation and Membership			6/11/2018	1/17/2019		
160.317	ZEA Amendments - Appeal			6/11/2018	1/17/2019		

Section	Commonly Known As	Attorney Review	PC Review	PC Public Hearing	CC First Reading	CC Adoption	Effective Date
160.318	ZEA Amendments - Jurisdiction			6/11/2018	1/17/2019		
160.322	ZEA Amendments - Appeal to Circuit Court			6/11/2018	1/17/2019		