**City of Marine City**

**Planning Commission Meeting**

**July 12, 2021**

A regular meeting of the Marine City Planning Commission was held on Monday, July 12, 2021 at Marine City Fire Hall, 200 S. Parker St., and was called to order by Chairperson Moran at 7:00 pm.

The Pledge of Allegiance was led by Chairperson Moran.

**Present: Chairperson Joseph Moran; Commissioners Graham Allan, William Beutell, Madelyn McCarthy, Benjamin Heath; City Commissioner William Klaassen; Deputy Clerk Michele Goodrich**

**Absent: Commissioner Keith Jenken, Interim City Manager Itrich**

Motion by Chairperson Moran, seconded by Commissioner Allan, to excuse Commissioner Jenken and Interim City Manager Itrich from the meeting. All Ayes. Motion Carried.

**Communications**

None.

**Approve Agenda**

Motion by Commissioner Allan, seconded by Commissioner McCarthy, to approve the agenda with the following amendments:

* Include Virtual Master Plan Public Outreach Training under New Business
* Include MSU Extension News and Planning Digest under New Business

All Ayes. Motion Carried.

**Public Comment**

None.

**Approve Minutes**

Motion by Commissioner Beutell, seconded by Commissioner Heath, to approve the June 14, 2021 meeting minutes. All Ayes.Motion Carried.

**New Business**

None.

**Unfinished Business**

Site Plan – 536 South Water Street (Extension)

Chairperson Moran advised that the Site Plan for this location was originally approved on February 10, 2020 however, due to COVID, construction had been delayed. He stated that there were no issues with the extension per the Building Official, Tracy Kallek.

Motion by Commissioner McCarthy, seconded by Commissioner Klaassen, to approve the extension of the Site Plan for 236 South Water Street (Extension). All Ayes.Motion Carried.

Zoning Code Amendments (Chapter 160)

Chairperson Moran advised that the ordinance amendments were previously reviewed by the Planning Commission, the changes they requested had been made and were on the agenda for final approval.

Adam Young reviewed the proposed changes to the Zoning Code Amendments.

Mr. Young advised that the current ordinance regarding Off-Street Parking in the Nautical Mile District Section 160-214 (B) exempts any use in the district from having to provide off-street parking. The proposed change eliminated the exemption and further required that businesses needed to provide some parking within the Nautical Mile District. He stated that any project that triggered a Site Plan review would need to comply with the new parking requirements.

Commissioner Beutell, as an example, questioned if a new building was built on the vacant lot at 223 Broadway, where would a business put in the required parking. Chairperson Moran replied that businesses who were unable to comply with the parking requirements would be referred to the City Commission. The City Commission could then charge a fee to cover the parking issue however, the fee had yet to be determined. Mr. Young stated that any potential fee would go toward future parking improvements within the City. Commissioner Heath stated that he was not in favor of parking requirements for downtown businesses as there was no space even available for parking. Commissioner Klaassen said that businesses could implement parking agreements with each other to utilize available parking spaces. Chairperson Moran recommended tabling the discussion until the next meeting when they can review the entire ordinance.

Mr. Young stated that within the Nautical Mile, as part of the Site Plan review process, the Planning Commission would have the ability to weigh-in regarding the proposed design of new structures. The City would have the ability to establish design guidelines and architectural standards. Commissioner Klaassen advised that there were no current design criteria; Mr. Young replied that the changes allow for future design guidelines.

Mr. Young advised that the Front Yard Parking Ordinance clarified the definition of a hard surface.

Chairperson Moran questioned who the Zoning Administrator for the City was. Commissioner Klaassen replied that it would be the Building Official.

Mr. Young reviewed the proposed changes to the Temporary Signage Section, including Tear Drop Flags. He informed the Board that cities cannot treat signs differently dependent upon what they state. Commissioner Allan questioned how long a temporary sign may stay up; Mr. Young replied that time restrictions were not included in the revisions however, signs may be required to be removed if they fall into disrepair. Mr. Young advised the Board that temporary sign restrictions were a real challenge to enforce. Chairperson Moran stated that it was at the advantage of business owners to keep their signs in good condition. Commissioner Allan said that he was not comfortable eliminating the time restrictions for temporary signage. Chairperson Moran replied that it became an issue of how do you enforce and who enforces the time limits and questioned if temporary signs in town were actually an issue.

Motion by Commissioner Allan, seconded by Commissioner Heath, to approve the Zoning Code Amendments with the revision to Section 160.220 (B)(6), to keep article b-5 in the ordinance and table the discussion on the Off-Street Parking in Nautical Mile District Section 160-214(B). All Ayes.Motion Carried.

**New Business**

Virtual Master Plan Public Outreach Training

Chairperson Moran announced a Virtual Master Plan Public Outreach training opportunity on July 13 at 4:30pm.

MSU Extension News and Planning Digest

Chairperson Moran advised that he was on an MSU Extension email list and he believed the sections on Planning and Livable Communities would be a benefit to the Planning Commission members.

**Adjournment**

Motion by Commissioner Klaassen, seconded by Commissioner Beutell, to adjourn at 8:19pm. All Ayes. Motion Carried.

Respectfully submitted,

 Michele E. Goodrich

 Deputy Clerk

 Kristen Baxter

 City Clerk