**City of Marine City**

**Planning Commission Meeting**

**April 11, 2022**

A regular meeting of the Marine City Planning Commission was held on Monday, April 11, 2022 at 260 South Parker Street, and was called to order by Chairperson Moran at 6:00 pm.

The Pledge of Allegiance was led by Chairperson Moran.

**Present: Chairperson Joseph Moran; Commissioners Benjamin Heath, Madelyn McCarthy; Keith Jenken, Graham Allan; City Commissioner William Klaassen; City Manager Holly Tatman; Deputy Clerk Michele Goodrich**

**Absent: Commissioner William Beutell**

Motion by Commissioner Heath, seconded by Commissioner McCarthy to excuse Commissioner Beutell from the meeting. All Ayes. Motion Carried.

**Also Present: Building Official Tracy Kallek**

**Communications**

St. Clair County Metro Planning Commission Master Plan Visioning Meetings

Chairperson Moran recommended that the Planning Commission have a representative present at one of the St. Clair County Metro Planning Commission Master Plan Visioning Meetings. Commissioner Heath advised that he could attend the May 4, 2022 meeting.

Motion by Commissioner Allan, seconded by Commissioner Jenken, to receive and file the St. Clair County Metro Planning Commission Master Plan Visioning Meetings communication. All Ayes. Motion Carried.

**Approve Agenda**

Chairperson Moran requested that New Business 9-A, 6221 King Road-Site Plan Review be moved before Unfinished Business.

Motion by Commissioner Heath, seconded by Commissioner Klaassen, to approve the agenda, as amended. All Ayes. Motion Carried.

**Public Comment**

None.

**Approve Minutes**

Motion by Commissioner McCarthy, seconded by Commissioner Jenken, to approve the March 14, 2022 meeting minutes. All Ayes.Motion Carried.

**New Business**

6221 King Road – Site Plan Review

Chairperson Moran stated that in his memo, Building Official Kallek advised that there were no zoning issues.

Commissioner McCarthy questioned if the Planning Commission would have the opportunity to request sidewalks and landscaping be put in at 6221 King Road. Chairperson Moran responded that the future site plan for renovations would reflect sidewalks and landscaping. He informed Nick Mighion, NBS Construction, and Mike Klemmer, St. Clair County Community Mental Health, that the site would need sidewalks from property line to property line.

Building Official Kallek advised that all building renovations would fall under the standard plan review and that the reason for the current site plan review was for the approval of a temporary rear gravel parking lot.

Nick Mighion, NBS Construction, advised that the anticipated plan was to expand out the back of the building and he did not want to pour a hardscape only to have to tear it out at a later date. He also stated that the adjoining parcel was currently under a purchase agreement and that they were undergoing a feasibility study for future use. He advised that if something fell through with the adjoining parcel then the temporary surface parking lot would be made permanent.

Chairperson Moran questioned if there were any specifications for temporary gravel lots. Building Official Kallek responded that the developers were allowed one year per the ordinance to complete the job and then clarified that they had one year to get the next building permit in place.

Motion by Commissioner Allan, seconded by Commissioner Heath, to approve a temporary rear gravel parking lot at 6221 King Road. All Ayes.Motion Carried.

**Unfinished Business**

Vacant Storefronts

Chairperson Moran advised that he would like to add a condition under *Section 158.146 (F) Supplementary Conditions* to include: inconsistent with the zoning.

City Manager Tatman stated that the proposed ordinance was reviewed by Adam Young with Wade Trim and that the City Attorney and Clerk still needed to determine if the City needed to establish a new section within the ordinances. City Manager Tatman also stated that she had spoken with Muskegon, a City that had a vacant storefront ordinance in place, and they recommended to keep a tight timeline. Therefore, City Manager Tatman did not extend the length of time property owners needed to register their vacant buildings to 180 days. She also informed the Board that she made the fines incremental.

Upon finalization of the ordinance placement and numbering, the Vacant Storefront Ordinance would be brought back to the Planning Commission for approval and to set a Public Hearing.

Master Plan Updates: Zoning Maps

City Manager Tatman confirmed with Adam Young that the 2005 Zoning Map was the most recent map for the City of Marine City. She stated that she found three areas that needed to be revised on the Zoning Map: the Nautical Mile District, 242 North Elizabeth and 1769 South Parker.

Commissioner Klaassen questioned the zoning of the property at 6385 King Road, the old K of C property, and stated that churches were permitted in any district; he also stated it looked like spot zoning since it was surrounded by residential properties. City Manager Tatman stated that the City was not spot zoning; the zoning on the property had existed since 2005 according to the Zoning Map. City Manager Tatman questioned changing the zoning to residential since it was clearly a commercial building. City Commissioner Klaassen requested information on the new owner’s tax exempt status.

Commissioner McCarthy questioned why there were white parcels within the City and City Manager Tatman responded that the white parcels were Cottrellville Township. She also stated that she would like to approach Cottrellville about annexing the parcels and had been in contact with the City Attorney.

City Commissioner Klaassen questioned the use of Wade Trim as the engineering firm responsible for updating the Zoning Maps. City Manager Tatman advised that Project Control Engineering was used for roads and infrastructure but that Wade Trim was used for ordinance and Zoning Map updates.

Motion by Commissioner Heath, seconded by Commissioner Allan, to recommend to the City Commission that the City approve Wade Trim to update the City’s Zoning Maps, in an amount not to exceed $1400.

**Roll Call: Ayes**: Jenken, McCarthy, Moran, Heath, Allan. **Nayes**: Klaassen

Motion Carried.

**Open Discussion**

Chairperson Moran stated that he would like the attorney opinion regarding the annexation of the Cottrellville parcels on the May agenda.

**Adjournment**

Motion by City Commissioner Allan, seconded by City Commissioner Beutell, to adjourn at 6:37 pm. All Ayes. Motion Carried.

Respectfully submitted,

 Michele E. Goodrich

 Deputy Clerk

 Shannon Adams

 City Clerk