

**CITY OF MASON
PLANNING COMMISSION MEETING
MINUTES OF JUNE 14, 2016**

Chairperson Reeser called the meeting to order at 6:30 p.m. in the Council Chambers at 201 West Ash Street, Mason, Michigan.

Present: Commissioners: Barna, Brown, Fischer, Hagle, Hude, Reeser Sabbadin, Scott, Waxman
Absent: Commissioner: None
Also present: David Haywood, Zoning & Development Director
Deborah J. Cwierniewicz, City Clerk

Commissioner Fischer informed Chairperson Reeser that he would need to leave the meeting at 7:15 p.m.

APPROVAL OF MINUTES:

Regular Minutes of May 10, 2016

The regular meeting Minutes of May 10, 2016 were approved as corrected.

PEOPLE FROM THE FLOOR

None.

ANNOUNCEMENTS

None.

PUBLIC HEARING

Special Use Permit – 227 N. Cedar St. (Little Caesars Drive-thru)

Chairperson Reeser opened the public hearing at 6:39 p.m.

Matt Nelson, architect from Studio Intrigue, gave a brief description of the plans to rebuild the 227 North Cedar Street Little Caesars following a recent fire including a 135 square foot addition to accommodate a drive-through.

Ken Bliesener of 604 North Street stated that he is also representing his neighbor who resides at 608 North Street. He stated concern of increased traffic and the overflowing dumpster that blows trash in the neighborhood.

Valerie Daft stated that she and her husband own Mason Martial Arts next door to Little Caesars. She stated that they are concerned about the safety of the children that would have to cross the drive-thru lane to get to their business, especially at night. Also, they will lose parking and echoed the frustration of the overflowing dumpster that they pick up after as well.

Phillip Melton, Little Caesars Director of Operations, commented that Little Caesars is under new management as of January of 2016. He stated that as one of the owners the business will be conducted differently than previously.

Chairperson Reeser closed the public hearing at 6:45 p.m.

Resolution - A Resolution Approving a Special Use Permit and Final Site Plan to Construct a 135 Square Foot Building Addition, Including Drive-Thru, Located at 227 North Cedar Street

A lengthy discussion was held regarding specific concerns and requirements for the application.

MOTION by Sabbadin, second by Brown,
to postpone the Planning Commission Resolution read and introduced to the next
regular meeting, to allow the applicant to provide documentation for the following:

1. Written approval by the property owner for the special use
2. Prove that a u-turn can be made into the drive-through from Cedar Street
3. Written approval for additional parking by neighboring business NAPA
4. Police Report Comments
5. Fire Report Comments
6. Pedestrian crossing marked on the drawing
7. Dumpster screening marked on the drawing
8. Show that vehicles in the angle parking spaces have sufficient space to
back out and exit the parking lot.
9. Enter and exit signs marked on the drawing

MOTION APPROVED

Special Use Permit – 805 N. Cedar St. (Convenience Store Addition)

Chairperson Reeser opened the public hearing at 7:40 p.m.

Brian Meyer of R.W. Mercer Co. stated that he is the construction manager representing Avery
Oil & Propane, Inc. He gave a brief overview of the addition project.

Randy Avery, owner of Avery Oil & Propane, Inc. and the convenience store facility stated that
the Bowling Center and Randy Dandy have an easement agreement allowing parking overflow
between them.

Chairperson Reeser closed the public hearing at 7:44 p.m.

**Resolution - A Resolution Approving A Special Use Permit Amendment And Preliminary
And Final Site Plan To Construct A 710 Square Foot Building Addition On Property
Located At 805 North Cedar Street**

MOTION by Waxman, second by Hude,
to consider Planning Commission Resolution – A Resolution Approving a Special
Use Permit Amendment and Preliminary and Final Site Plan to Construct a 710
Square Foot Building Addition on Property Located at 805 North Cedar Street read.

MOTION APPROVED

Introduced by Scott and seconded by Hagle, Planning Commission Resolution – A Resolution
Approving a Special Use Permit Amendment and Preliminary and Final Site Plan to Construct a 710
Square Foot Building Addition on Property Located at 805 North Cedar Street.

**CITY OF MASON
PLANNING COMMISSION RESOLUTION NO. 2016-05
A RESOLUTION APPROVING A SPECIAL USE PERMIT AMENDMENT AND
PRELIMINARY AND FINAL SITE PLAN TO CONSTRUCT A 710 SQUARE FOOT
BUILDING ADDITION ON PROPERTY LOCATED AT 805 NORTH CEDAR STREET
June 14, 2016**

WHEREAS, a request has been received from R.W. Mercer Co. representing Avery Oil & Propane,
Inc., for an amendment to the existing special use permit and preliminary plan and final site plan
approval to be allowed to construct a 710 square foot building addition at 805 North Cedar Street; and

WHEREAS, the subject property is legally described as: COM NW COR SEC 5, E 621.5 FT, S 00-
23-42 W 2117.77 FT TO C/L CEDAR ST, N 53-27-42 W 67.85 FT TO POB, S 36-32-18 W 200 FT,

N 53-27-42 W 200 FT, N 36-32-18 E 200 FT, S 53-27-42 E 200 FT TO POB SEC 5 T2N R1W CITY OF MASON; and

WHEREAS, a public hearing on the request was noticed and held at the Planning Commission's regular meeting of June 14, 2016, with testimony given and public comment solicited in accordance with Section 94-101 of the Mason Code.

WHEREAS, upon compliance with the conditions listed herein, the plans will comply with the site plan review standards listed in Section 94-227 of the Mason Code; and

WHEREAS, upon compliance with the conditions listed herein, the plans will comply with the special use permit basis of determination standards listed in Section 94-191(f) of the Mason Code; and

WHEREAS, approval is granted with the condition that the applicant shall submit a revised site plan that shows the 75 foot access easement; and

WHEREAS, approval is granted with the condition that the applicant shall submit a statement indicating the total employees at peak shift for both the restaurant and convenience store, and a revised site plan showing the required parking pursuant to Section 94-292 and Table 100-5, prior to issuance of a building permit.

NOW THEREFORE BE IT RESOLVED, that the Mason Planning Commission does hereby approve a special use permit amendment and preliminary site plan and final site plan approval to construct a 710 square foot building addition located on property located at 805 North Cedar Street based on the site plan dated May 18, 2016.

RESOLUTION APPROVED

REGULAR BUSINESS

Report – Collection Bin Ordinance

A brief discussion was held regarding collection bins in the city relating to location and the condition of the site.

MOTION by Brown, second by Sabbadin, to have staff issue a report to City Council that the matter of collection bins in the city has been reviewed and the consensus of the Planning Commission is to take no action at this time.

MOTION APPROVED

Resolution – A Resolution Extending the Capital Improvements Plan 2015-2020 for One Additional Year

Discussion was held regarding extending the Capital Improvement Plan another year to allow focusing efforts on renewing and streamlining the process.

MOTION by Waxman, second by Sabbadin, to consider Planning Commission Resolution – A Resolution Approving a Special Use Permit Amendment and Preliminary and Final Site Plan to Construct a 710 Square Foot Building Addition on Property Located at 805 North Cedar Street read.

MOTION APPROVED

Introduced by Scott and seconded by Hude, Planning Commission Resolution – A Resolution Approving a Special Use Permit Amendment and Preliminary and Final Site Plan to Construct a 710 Square Foot Building Addition on Property Located at 805 North Cedar Street.

**CITY OF MASON
PLANNING COMMISSION RESOLUTION NO. 2016-06
A RESOLUTION EXTENDING THE CAPITAL IMPROVEMENTS PLAN (CIP) 2015-2020**

**FOR ONE ADDITIONAL YEAR
June 14, 2016**

WHEREAS, the Mason Planning Commission recognizes the need to update the process for creating the Capital Improvements Plan (CIP) to more closely involve the input from the City Council and the Mason community in the context of available and projected revenue; and

WHEREAS, the Mason Planning Commission recognizes that the City Administration is currently developing a strategy to involve the City Council and community more effectively in the process; and

WHEREAS, the CIP 2015-2020 may be amended to add needed capital projects not currently listed in the Plan; and

WHEREAS, the Planning Commission hereby amends the CIP to include the following projects:

1. Hayhoe Riverwalk Pedestrian Bridge CM-01-HAY-SC (near West South Street):
This project is for the complete rehabilitation to bring it to acceptable safety and design standards, including replacing/patching deteriorating concrete and headwalls and installing new safety fencing – estimated cost \$54,381

2. Hayhoe Riverwalk Pedestrian Bridge CM-01-HAY-SC (north of West Elm Street):
This project is for the complete rehabilitation to bring it to acceptable safety and design standards, including replacing/patching deteriorating concrete and headwalls and installing new safety fencing – estimated cost \$54,381; and

WHEREAS, the CIP 2015-2020 is hereby extending one additional year with an expiration date of June 30, 2017.

NOW THEREFORE BE IT RESOLVED, that the City of Mason Planning Commission does hereby extend Capital Improvements Plan for fiscal years 2015 – 2020 for an additional year, with a new expiration date of June 30, 2017.

UNFINISHED BUSINESS

Hude suggested that the Planning Commission begin working on the master plan. She offered to provide a draft work plan at the next regular meeting. Brown stated that he felt it was important to keep the sub area plan on their radar. Hude agreed and stated that they would be part of work plan.

NEW BUSINESS

None.

CORRESPONDENCE

Distributed.

LIAISON REPORTS

Brown informed commissioners regarding current City Council business.

DIRECTOR REPORT

Haywood informed commissioners regarding current Planning and Zoning business.

ADJOURNMENT

The meeting adjourned at 8:19 p.m.

Deborah J. Cwierniewicz, City Clerk

Seth Waxman, Secretary