

CITY OF MASON

201 West Ash St.
Mason, MI 48854-0370

City Hall 517-676-9155
Fax 517-676-1330

PLANNING COMMISSION MEETING - COUNCIL CHAMBER

Tuesday, December 13, 2016

6:30 p.m.

Agenda

1. Call to Order
2. Roll Call
3. Approval of Minutes: November 15, 2016
4. People from the Floor
5. Announcements
6. Regular Business
 - A. Discussion – Off-street Parking Standards
7. Unfinished Business
8. New Business
9. Correspondence
 - Vevay Township Planning Commission (Master Plan), December 1, 2016
 - Planning & Zoning News – August, September, October, 2016
10. Liaison Reports
11. Director's Report
 - City of Mason and Vevay Township Joint Planning Commission Meeting
12. Adjournment

**CITY OF MASON
PLANNING COMMISSION MEETING
MINUTES OF November 15, 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: Barna, Fischer, Hagle, Howe, Hude, Reeser, Sabbadin, Waxman
Absent: Brown*
Also present: David Haywood, Zoning & Development Director

*Brown arrived at 6:32 p.m.

APPROVAL OF MINUTES
Regular Minutes of October 11, 2016

The regular meeting Minutes of October 11, 2016 were approved unanimously as submitted.

PEOPLE FROM THE FLOOR

None.

ANNOUNCEMENTS

None.

PUBLIC HEARING

Special Use Permit – 125 E Kipp Rd (Dollar Tree/O'Reilly's)
A Resolution Approving a Preliminary and Final Site Plan and Special Use Permit to Construct a New 16,525 Square Foot Commercial Building Located at 125 East Kipp Road. Haywood gave an overview to acquaint everyone with the project.

Reeser opened the Public Hearing at 6:40 p.m. No public were present so Reeser closed the hearing at 6:41 p.m.

Richard Blasey, design engineer for the project, responded to questions by Commissioners. Mr. Blasey indicated that the parking space area shown on the site plan was a computer rounding error and ensured that the actual parking space area meets the minimum space required. Reeser then gave Commission members an opportunity to discuss the proposal with questions to the Zoning and Planning Director.

MOTION by Sabbadin, second by Brown,
To introduce and consider read Planning Commission Resolution Approving a Preliminary and Final Site Plan and Special Use Permit to Construct a New 16,525 Square Foot Commercial Building Located at 125 East Kipp Road.
MOTION APPROVED UNANIMOUSLY

**CITY OF MASON
PLANNING COMMISSION RESOLUTION**

**A RESOLUTION APPROVING A PRELIMINARY AND FINAL SITE PLAN AND
SPECIAL USE PERMIT TO CONSTRUCT A NEW 16,525 SQUARE FOOT
COMMERCIAL BUILDING LOCATED AT 125 EAST KIPP ROAD**

November 15, 2016

WHEREAS, a request has been received from Pacifica Companies LLC, for preliminary and final site plan and special use permit approval to be allowed to construct a new commercial building at 125 East Kipp Road; and

WHEREAS, the subject property is further described as:

A parcel of land in the Southwest $\frac{1}{4}$ of Section 9, T2N, R1W, City of Mason, Ingham County, Michigan, described as beginning at a point which is South 89d40'59" East (previously described as South 89d39'31" East) 210.00 feet along the South Section line and North 00d12'13" West 50.00 feet from the Southwest corner of Section 9 for the point of beginning; thence North 00d12'13" West 325.00 feet parallel with the West Section line; thence South 89d40'59" East (previously described as South 89d39'31" East) 190.00 feet; thence South 00d12'13" East 325.00 feet; thence North 89d40'59" West 190.00 feet to the point of beginning; and

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 with the following changes prior to final site plan approval:

- 1) The retaining wall shall be relocated outside of the trail easement area, and
- 2) The applicant provide authorization from the adjacent land owner for the temporary grading easement, and
- 3) The segment of sidewalk be shown between the east side of the Hayhoe Riverwalk Trail and the east property line, and
- 4) That the parking plan be revised to conform with Article IX of the Mason Zoning Ordinance with regard to parking space standards, or the applicant be granted a variance for the proposed plan, and
- 5) The access drive along the west property line be widened to 20 feet and permitted for two-way traffic, and
- 6) That the plans address the concerns expressed by the City Engineer in his letter of November 2, 2016, are adequately addressed to the satisfaction of the City Engineer, and
- 7) A revised landscape plan be provided that shows agreement with the site plan relative to landscape islands; and

WHEREAS, approval is granted with condition that the applicant provide an executed Drainage Facilities Maintenance Agreement prior to the issuance of an occupancy permit; and

NOW THEREFORE BE IT RESOLVED, that the Mason Planning Commission does hereby approve a Preliminary and Final Site Plan and Special Use Permit to construct a new 16, 525 square foot commercial building located at 125 East Kipp Road based on the site plan dated October 14, 2016.

After more discussion among Commission members, the following issues were identified:

- The retaining wall is necessary for the building entrance to be at grade
- The rear parking lot is intended to serve employees
- There will be a rear entrance door for employees
- Commissioners suggested that the building wall facing the Hayhoe Riverwalk Trail have artwork for trail users benefit

MOTION by Sabbadin, second by Waxman,
To add #8 to the fifth WHEREAS of the Resolution which shall read – That applicant shall submit a lighting plan, including photometric, consistent with the lighting requirements listed in Section 94-177(e) of the zoning ordinance.

MOTION APPROVED UNANIMOUSLY

RESOLUTION APPROVED UNANIMOUSLY

REGULAR BUSINESS

Resolution – A Resolution Approving a Concurrent Preliminary and Final Site Plan to Allow Gestamp to Construct a 171,300 Square Foot Building Expansion to the Existing Manufacturing Facility Located at 200 E. Kipp Rd

John Tenpas of Driesenga Associates Inc. and Jason Nyhuis of Pioneer Construction were in attendance to answer any questions the Commissioners had.

MOTION by Waxman, seconded by Howe,
To introduce and consider read Planning Commission Resolution – A Resolution Approving a Concurrent Preliminary and Final Site Plan to Allow Gestamp to Construct a 171,300 Square Foot Building Expansion to the Existing Manufacturing Facility Located at 200 E. Kipp Rd.

MOTION APPROVED UNANIMOUSLY

CITY OF MASON PLANNING COMMISSION RESOLUTION

A RESOLUTION APPROVING A PRELIMINARY AND FINAL SITE PLAN TO ALLOW GESTAMP TO CONSTRUCT A 171,300 SQUARE FOOT BUILDING EXPANSION TO THE EXISTING MANUFACTURING FACILITY LOCATED AT 200 E. KIPP ROAD

November 15, 2016

WHEREAS, a request has been received from Gestamp-North America Division for concurrent preliminary and final site plan approval to be allowed to construct a 171,300 square foot building addition to the existing manufacturing facility at 200 E. Kipp Road, said property having parcel number 33-19-10-16-100-024.

WHEREAS, the subject property is further described as:

Part of the NW ¼ of Section 16, T2N, R1W, Vevay Twp, Bingham County, Michigan, being more particularly described as follows: Beginning at the northwest corner of said section 16; along the north section line in Kipp Road (100 feet ROW), thence S89d45'58"E, 1033.64 feet to the westerly line of the Conrail Railroad ROW, thence S24d17'28"E, 1459.66 feet to a point of curvature; thence continuing southeasterly along the arc of a curve to the right 408.57 feet (radius=2861.25 feet, delta=8d10'53", chord bearing S20d12'01"E, 408.22 feet) thence N89d43'34"W, 820.40 feet; thence S00d06'19"W, 31.32 feet, thence N89d43'34"W, 197.00 feet; thence S00d06'19"W, 386.00 feet; thence along the north right of way line of Trillium Ct (66 Feet ROW) N89d53'41"W, 754.03 feet to the west section line in Hull Road, (100 feet ROW) thence along said section line N00d04'38"W, 2128.84 feet to the NW section corner and P.O.B. Said parcel contains 63.00 acres of land, the north and west 50 feet is subject to road right of way (-3.5855 acres) Parcel B Part of the NW ¼ of section 16, T2N, R1W, Vevay Twp, Bingham County, Michigan, being more particularly described as follows: beginning at the northwest corner of said section 16; along the north section line in Kip Road (100 feet ROW), thence S89d45'58"E, 1033.64 feet to the westerly line of the Conrail Railroad ROW, thence S24d17'28"E, 1459.66 feet to a point of curvature; thence continuing southeasterly along the arc of a curve to the right 408.57 feet (radius=2861.25, delta=8d10'53", chord bearing S20d12'01"E, 408.88 feet) to the POB; thence continuing along the westerly line of the Conrail ROW along the arc of a curve to the right 281.39 feet (radius=2861.25 feet, delta=5d38'05", chord bearing S13d17'32"E, 281.28 feet); thence along a curve to the left 468.82 feet (radius=429.28, delta=62d34'21", chard bearing N51d54'02"W, 445.86 feet); thence S89d43'34"W 286.20 feet POB. Said parcel contains 0.481 acres of land.

WHEREAS, upon compliance with the conditions of approval, the plans will comply with the site plan review standards listed in Sections 94-226 and 94-227 of Chapter 94, Zoning, of the Mason Code.

WHEREAS, approval is granted subject to the following conditions:

- 1) The applicant shall submit a revised site plan showing the entire site, including all existing improvements and utilities, such as landscaping inventory, sidewalks, parking facilities, water and sewer leads, etc. prior to the issuance of a building permit; and
- 2) The applicant shall submit a revised grading plan showing the full extent of excavation and proposed grading, including storm water detention area; and
- 3) That applicant shall submit a lighting plan, including photometric, consistent with the lighting requirements listed in Section 94-177(e) of the zoning ordinance; and
- 4) The applicant meet the expectations of the City Engineer's comments in his letter dated November 9, 2016; and
- 5) The applicant provide a parking analysis that demonstrates there is adequate parking for the demand generated by the existing facility and proposed expansion; and
- 6) The applicant shall submit an executed drainage facilities maintenance agreement between and City and property owner to the private storm water management system on site prior to the issuance of an occupancy permit; and

- 7) The applicant shall provide approval from the Michigan Department of Environmental Quality for work within the 100 year floodplain for work related to the storm water detention area; and
- 8) The applicant shall provide confirmation from the Capital Region Airport Authority that the proposed building height does not constitute a safety hazard to aviation traffic prior to the issuance of a building permit.

NOW THEREFORE BE IT RESOLVED, that the City of Mason Planning Commission does hereby approve a preliminary and final site plan for the construction of a 171,300 square foot building addition to the existing manufacturing facility located 200 E. Kipp Road based on the plans dated November 7, 2016.

Mr. Tenpas indicated that they anticipated approximately 20 additional employees and that the existing parking facilities were adequate to absorb the additional parking demand.

RESOLUTION PASSED UNANIMOUSLY

UNFINISHED BUSINESS

None.

NEW BUSINESS

Waxman formally requested that the Commission look at and evaluate the requirements in the parking ordinance. Fischer will bring information on the topic to discuss at the December meeting.

CORRESPONDENCE

None.

LIAISON REPORTS

Brown summarized for commissioners the City Council business of October 17 and November 9, 2016.

DIRECTOR REPORT

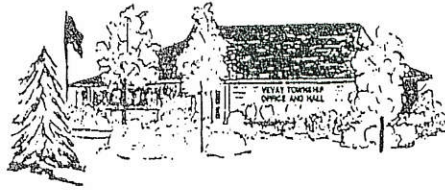
Haywood informed commissioners regarding Zoning Board of Appeals business, Library and City Hall maintenance issues, City of Mason and Vevay Township Joint Planning Commission meeting schedule, status of recent rezoning requests, and upcoming Michigan Association of Planning Annual Conference.

ADJOURNMENT

The meeting adjourned at 7:36 p.m.

Seth Waxman, Secretary

David Haywood, Zoning & Development Director



Vevay Township

Ingham County

780 Eden Rd. Mason, MI 48854

Office Hours: 10:00am – 4:00pm

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December 1, 2016

City of Mason Planning Commission
Attn: Ed Reeser
201 W Ash St.
Mason MI 48854



RE: Vevay Township Master Plan (Ingham County, MI)

Dear City of Mason Planning Commission:

The Vevay Township Planning Commission has prepared a draft Master Plan pursuant to the Michigan Planning Enabling Act, PA 33 of 2008. The Master Plan establishes goals, objectives and policies regarding township growth, development and preservation. Section 41 of the Planning Enabling Act requires that Vevay Township make available a copy of the Master Plan to contiguous municipalities, and certain other entities to provide an opportunity for review and comment.

In accordance with the requirements of Section 41, the Master Plan may be viewed on Vevay Township's official website, the address for which is as follows: www.vevaytownship.org. Please contact Vevay Township at 517.676.9523 if you have any difficulty accessing the website and viewing the Master Plan.

Please review the Master Plan for its compatibility with your official planning policies and for any other interests or concerns you may have. Please submit your comments in writing to the Vevay Township Planning Commission, 780 Eden Road, Mason, MI, 48854. The Act provides that entities reviewing the Master Plan may submit comments within 63 days after receipt of this correspondence. Thank you in advance for your cooperation and assistance. Vevay Township looks forward to extending the same.

Sincerely,

John Lazet, Secretary
Vevay Township Planning Commission

Jesse Ramey
Supervisor

JoAnne Kean
Clerk

Shaun L. Sherwood
Treasurer

Richard G. Lacasse
Trustee

John Lazet
Trustee