

**CITY OF FRASER PLANNING COMMISSION
MUNICIPAL BUILDING ~ 33000 GARFIELD ROAD
WEDNESDAY, MARCH 1ST, 2017 ~ 7:00 P.M.
MINUTES**

PRESENT: CHAIRMAN RICKARD, MEMBERS: BARR, COOK, CZARNECKI, EHRKE, FARINA, LOY, QUERTERMOUS

EXCUSED ABSENCE:

ALSO PRESENT: TIM TOMLINSON CITY ATTONEY
RANDY WARUNEK BUILDING OFFICIAL
LEAH BROWN RECORDING SECRETARY

1. CALL MEETING TO ORDER:

Chairman Rickard called the meeting to order at 7:03 PM

2.	Chairman	Rickard	Present
	Members:	Barr	Present
		Cook	Present
		Czarnecki	Present
		Ehrke	Present
		Farina	Present
		Loy	Present
		Quertermous	Present

3. APPROVAL OF AGENDA ~ Regular Meeting of March 1st, 2017

Motion by Member: **EHRKE** Support by Member: **CZARNECKI**

TO: APPROVE the agenda of March 1st 2017, as amended.

AYES **8** NAYS **0** MOTION CARRIED

4. APPROVAL OF MINUTES ~

a. Meeting of February 1st, 2017 as amended.

Motion by Member: **CZARNECKI** Support by Member: **QUERTERMOUS**

TO: APPROVE the February 1st 2017 minutes as amended.

AYES **8** NAYS **0** MOTION CARRIED

5. UNFINISHED BUSINESS: NONE

6. SITE PLANS, SIGN REVIEWS, AND OTHER REVIEWS:

a. #03-17 SP / SCOTT EARLE OF DELTA CONCRETE & INDUSTRIAL CONTRACTING / 17460 MALYN / INTER-LAKES BASES, INC./ SITE PLAN REVIEW FOR TWO NEW ADDITIONS TO EXISTING BUILDING

**CITY OF FRASER PLANNING COMMISSION
MUNICIPAL BUILDING ~ 33000 GARFIELD ROAD
WEDNESDAY, MARCH 1ST, 2017 ~ 7:00 P.M.
MINUTES**

Tom Kellogg from Lenher Associates introduced himself to the board as the representative for this site plan. Inter-Lakes Bases, inc. has ordered new machines for their facility and the machines are too large to fit in the building as it currently stands. These additions to the building will allow them to bring the machines in.

Member Farina asked Mr. Kellogg how many parking spots and how many employees they currently have. Mr. Kellogg replied that he is unsure of the number of employees; however, the machines they want to install can operate on their own.

Discussion ensued between Member Farina and the City Planner about the green belt behind the building. The City Planner stated there is a requirement of a wall and a 20ft green belt. In this case the wall is to the north of the property line because there is an existing easement there. The actual green belt from the wall to the parking is approximately 13ft, the property behind the wall for the remaining 6ft is behind the wall. He has requested that a row of evergreens are planted within the 13ft green belt. Discussion continued about the cement at the neighboring property, which Inter-Lakes also owns, and why the cement backs up to the wall. The administration and the City Planner researched this before the meeting and were unable to find a variance permitted this. It may have been done under a previous ordinance. Member Farina also referred to the planner's comments and the concern about the overhead door being located adjacent to the drive isle. The City Planner stated that the door should be protected by bollards.

Member Farina commented that the dumpsters on the property are taking up available parking. The City Planner stated that they are only permitted to have one dumpster on the property. If they are going to have more than one dumpster, that should be included on the site plan. Mr. Kellogg commented that with the new additions they might be able to move those dumpsters inside.

Member Loy asked Mr. Kellogg if the block used for the addition would be decorative block or if they plan to paint it. Mr. Kellogg replied that the block will match the existing and they do not plan to paint it.

Member Cook asked the City Planner if it would be possible for the two existing buildings to share the parking lot. The City Planner commented that if there is a surplus of parking at the other address a shared parking agreement would be possible. The applicant could provide the board with the calculations for the two buildings and if exceeds or meets the requirement then that would suffice. At this point, the applicant will be presenting before the Zoning Board for Appeals for a seven space parking variance.

Discussion ensued between Member Czarnecki and Chairman Rickard about the process of approving this site plan. They can approve the site plan at this meeting and make it contingent upon the approval of the variance from the Zoning Board of Appeals.

**CITY OF FRASER PLANNING COMMISSION
MUNICIPAL BUILDING ~ 33000 GARFIELD ROAD
WEDNESDAY, MARCH 1ST, 2017 ~ 7:00 P.M.
MINUTES**

Member Czarnecki commented that the site plan appears to have two handicapped spaces right in front of the door. She asked Mr. Kellogg if cars would be blocking the entrance to the overhead door as well. Mr. Kellogg replied that they are parking cars there now. Member Czarnecki asked him to confirm that only small things would be coming through the doors. Mr. Kellogg confirmed this. Member Czarnecki also asked Mr. Kellogg if the wall between the new addition and the existing building would come down. Mr. Kellogg replied that the wall will come down.

Motion by Member: **LOY**

Support by Member: **CZARNECKI**

TO: APPROVE #03-17SP / SCOTT EARLE OF DELTA CONCRETE & INDUSTRIAL CONTRACTING / 17460 MALYN / INTER-LAKES BASES, INC./ SITE PLAN REVIEW FOR TWO NEW ADDITIONS TO EXISTING BUILDING

WITH THE FOLLOWING STIPULATIONS:

1. Site plan must adhere to the City Planners recommendations.
 - A landscape plan is required. The applicant must include a planting plan across the south border of the property to help screen the residents to the south.
 - A shared parking agreement or variance for the parking is required.
 - All doors must be protected by bollards.
2. If they paint the block it should be durable vinyl paint that will last 30 years.
3. Only one dumpster allowed as shown on the site plan.
4. Subject to approval of the variance by the Zoning Board of Appeals

AYES 8

NAYS 0

MOTION CARRIED

7. Public Hearings:

a. #03-17 SLU / DANIELLE REEVES / 32365 WOODY / GRANNY'S LOTS OF TOTS (GROUP DAY CARE CENTER) TO ALLOW A GROUP DAY CARE CENTER OF 6-12 CHILDREN IN A RESIDENTIAL HOME IN THE "RM" - RESIDENTIAL MEDIUM ONE-FAMILY DISTRICT

Danielle Reeves introduced herself to the board. She currently runs a daycare out of her home and she is licensed by the state to have six children at one time. She would like to have up to twelve children at a time, but she needs the approval from the city to do so.

The City Planner referenced the Zoning Enabling Act, which allows six children to be in the home at one time without special approval. Seven to twelve children in the home at one time would be considered a group day care, which does require the special land use approval.

Ms. Massey, a Fraser resident, commented to the board about her concern that this business could affect the flow of traffic as well as parking on the street. Parking is already limited.

**CITY OF FRASER PLANNING COMMISSION
MUNICIPAL BUILDING ~ 33000 GARFIELD ROAD
WEDNESDAY, MARCH 1ST, 2017 ~ 7:00 P.M.
MINUTES**

Ms. Ross, a Fraser resident, stated her concern about having kids playing in the front yard. She is also concerned about her property value decreasing because of the business.

Chairman Rickard asked Mrs. Reeves where the kids would be playing. Ms. Reeves stated that the children would play in the back yard.

Mr. Appel, A Fraser resident, stated his concern that it would be a liability for the neighboring properties that have dogs. Children could be scratched or bitten if they put their hands through the fence. He suggested the possibility of a privacy fence.

Chairman Rickard asked the City Planner if the fence is adequate as it is, or if the state would require a privacy fence. The City Planner commented that as long as the fence is fully enclosed then it would be adequate. He went on to say that, the board could require a privacy fence.

Ms. Appel, a Fraser Resident, asked the ages of the children and the time they will be there. She is concerned about the liability of having her dogs outside with the children in the yard. She is also concerned that with the large number of children playing outside all day, she will not be able to enjoy her backyard peacefully. She believes her property value will go down due to having a business near her.

Chairman Rickard stated the children would be ages 6-12 and the business hours Ms. Reeves is requesting is 7am-11pm.

Discussion ensued between the audience and the board about kids playing in the basement. The state does not allow the children to be in the basement at any time.

Member Barr asked Mrs. Reeves how many employees she has. Ms. Reeves has three employees that are over the age of 18. She can have six children to one adult. If she has seven to twelve children, she will need another adult with her.

Chairman Rickard asked Ms. Reeves if there is an age limit for the children. Ms. Reeves said the age limit is twelve.

Member Farina asked Ms. Reeves if she counts her grandchildren in the number of children in the home. Ms. Reeves said she includes her grandchildren in that number. He then asked her why the children need to be there so late at night. Ms. Reeves stated that some of the parents work later shifts.

Member Cook asked Ms. Reeves how long she has been running a day care. Ms. Reeves replied that she has been licensed since July 2016. He then asked her if she has had any issues with traffic or any complaints. Ms. Reeves replied that she has not had any complaints.

Member Loy commented that the driveway is large enough to have a few cars at a time. Ms. Reeves commented that she does not normally have more than a few parents dropping their children off at a time. Parents do not stay long. Member Barr made a point that there could be a few children by one parent. With that being said there may not be as many parents and therefore not as many cars.

**CITY OF FRASER PLANNING COMMISSION
MUNICIPAL BUILDING ~ 33000 GARFIELD ROAD
WEDNESDAY, MARCH 1ST, 2017 ~ 7:00 P.M.
MINUTES**

Discussion ensued about Chapter 32-167 of the Fraser Zoning Ordinance. The requirements are different for a group daycare vs. daycare centers and nursery schools.

Chairman Rickard asked the City Planner if he would explain the purpose of the 8 Standards to the new members of the board. Mr. Meagher went through each of the 8 standards and explained them to the board.

Member Barr restated her concerns and the concerns of the neighbors. She asked Ms. Reeves to address those concerns. Ms. Reeves stated that she does not plan to have exactly twelve children, but if she ever does have twelve at one time she wants to make sure she has permission from the city. She does not believe this will cause a major change and she respects her neighbors. Member Barr asked Ms. Reeves how long she has been running the daycare, Ms. Reeves stated she has been running the daycare since 2008.

Member Farina addressed the parking situation. Ms. Reeves stated that she will keep her car in the garage and the other cars can park in the driveway.

Member Czarnecki asked the City Planner if Ms. Reeves grandchildren would be counted in the twelve children allowed. The City Planner confirmed this. Member Czarnecki also asked that if they pass the request and they have complaints in the future, is there anything they can do. Mr. Meagher said if they pass the request then they are agreeing that they are comfortable with their decision, there is not a lot they could do.

Motion by Member: **RICKARD**

Support by Member: **LOY**

**TO: POSTPONE / DANIELLE REEVES / 32365 WOODY / GRANNY'S LOTS OF TOTS (GROUP DAY CARE CENTER)
TO ALLOW A GROUP DAY CARE CENTER OF 6-12 CHILDREN IN A RESIDENTIAL HOME IN THE "RM" -
RESIDENTIAL MEDIUM ONE-FAMILY DISTRICT**

AYES 8

NAYS 0

MOTION CARRIED

8. NEW BUSINESS:

a. INTERVIEWS

Bill Apps and John Keil were interviewed separately for the open seat on the board.

Motion by Member: **RICKARD**

Support by Member: **LOY**

TO: FORWARD BOTH APPLICATIONS TO COUNCIL WITH A UNANIMOUS PREFERENCE TOWARD JOHN KEIL.

AYES 8

NAYS 0

MOTION CARRIED

**CITY OF FRASER PLANNING COMMISSION
MUNICIPAL BUILDING ~ 33000 GARFIELD ROAD
WEDNESDAY, MARCH 1ST, 2017 ~ 7:00 P.M.
MINUTES**

9. OLD BUSINESS:

Motion by Member: **BARR**

Support by Member: **FARINA**

TO: AMEND THE AGENDA TO INCLUDE THE ELECTION OF OFFICERS UNDER "OLD BUSINESS"

AYES 8

NAYS 0

MOTION CARRIED

Motion to nominate Chairman, Vice Chair, and Secretary

1. Motion to nominate **Member Rickard** as Chairman of the City of Fraser Planning Commission

Motion by Member Quertermous, Supported Member Barr

Nomination accepted by Member Rickard

AYES 8 NAYS 0 MOTION CARRIED

2. Motion to nominate **Member Ehrke** as Vice Chair of the City of Fraser Planning Commission

Motion by Member Barr, Supported Member Cook

Nomination accepted by Member Ehrke

AYES 8 NAYS 0 MOTION CARRIED

3. Motion to nominate **Member Barr**, as Secretary of the City of Fraser Planning Commission

Motion by Member Quertermous, Supported Member Ehrke

Nomination accepted by Member Barr

AYES 8 NAYS 0 MOTION CARRIED

10. ZBA LIAISON: NONE

11. COMMISSION MEMBERS TO BE HEARD:

Chairman Rickard: Introduced Member Farina as the new ZBA Liason.

Member Barr: Welcome Frank

Member Cook: Inquired about meeting with other members outside of scheduled meetings to discuss agenda items. It was explained to him that as long as there is not a quorum they could discuss the items. Five members would be considered a quorum.

**CITY OF FRASER PLANNING COMMISSION
MUNICIPAL BUILDING ~ 33000 GARFIELD ROAD
WEDNESDAY, MARCH 1ST, 2017 ~ 7:00 P.M.
MINUTES**

Member Czarnecki: Nothing at this time.

Member Ehrke: Welcome Frank. She will not be at the next meeting. This Sunday is an Open House at the Baumgardner Museum.

Member Farina: Nothing at this time.

Member Loy: Happy spring.

Member Quertermous: Welcome Frank. He will not be at the next meeting.

City Attorney: New members should take a look at the municipal league website.

City Planner: Welcome Frank.

Building Official: Welcomed Frank and discussed training seminar for members.

12. PUBLIC TO BE HEARD: None

13. ADJOURNMENT:

Motion by Member **QUERTERMOUS** Support by Member **EHRKE**

TO: Adjourn the meeting of March 1st, 2016 at 8:51pm

AYES **8** NAYS **0** MOTION CARRIED.

THE MOTION CARRIED UNANIMOUSLY.

Todd Quertermous, Secretary

RANDY WARUNEK, Building Department Director