

**CITY OF FRASER PLANNING COMMISSION
MUNICIPAL BUILDING ~ 33000 GARFIELD ROAD
WEDNESDAY, OCTOBER 4th, 2017 ~ 7:00 P.M.
MINUTES**

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

EXCUSED ABSENCE:

ALSO PRESENT:	TIM TOMLINSON	CITY ATTORNEY
	SARAH TRAXLER	CITY PLANNER
	LEAH BROWN	RECORDING SECRETARY
	RANDY WARUNEK	BUILDING OFFICIAL

1. CALL MEETING TO ORDER:

Chairman Rickard called the meeting to order at 7:00 PM

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

3. APPROVAL OF AGENDA ~ Regular meeting of October 4th, 2017

Motion by Member: **Farina** Support by Member: **Quertermous**

TO: APPROVE the agenda of October 4th 2017, as amended. Addition of Vintage Chapel site plan revision & Inter-Lakes Bases site plan revision under Old Business.

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

4. APPROVAL OF MINUTES:

a. September 6th, 2017

Motion by Ehrke Support by Member Farina

TO: APPROVE the minutes of September 6th 2017, as submitted.

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

b. September 20th, 2017

Motion by Czarnecki Support by Member Quertermous

TO: APPROVE the minutes of September 20th 2017, as submitted.

**CITY OF FRASER PLANNING COMMISSION
MUNICIPAL BUILDING ~ 33000 GARFIELD ROAD
WEDNESDAY, OCTOBER 4th, 2017 ~ 7:00 P.M.
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AYES 8 NAYS 0 MOTION CARRIED.

5. UNFINISHED BUSINESS:

09-17SP/ SAL SIMONE / 16000-16078 SIGNATURE SQUARE / SITE PLAN REVIEW FOR SIGNATURE SQUARE – REVERSION TO ORIGINAL SITE PLAN

Mark Johnson from MRJ Sign Company introduced himself to the board as the representative for Sal Simone. Sal Simone was unable to attend the meeting.

Prior to the meeting, the board received a revised site plan from Mr. Simone.

The bypass on 15 Mile should be removed within the next 30-60 days. The owner of the neighboring (triangular shaped) property has agreed to extend Mr. Simone's lease on a month-to-month basis which will allow access from Utica Rd. The curb cutting shown on the plan will not be constructed until after the 15 Mile Rd accesses are open. According to Mr. Johnson, the Macomb County Road Commission will restore the approach from the property line toward 15 Mile. It will match the existing approach on the other side of the property line.

Public Safety reviewed the plans and does not have an issue with the width of the drive around the building as long as it is a minimum of 22 feet wide. The Building Official suggested lining off three of the parking spaces at the southwest corner of the building to allow for a larger turning radius for emergency vehicles. Per the Fire Official the angle of the approach off Utica Rd is too steep and does not meet the current fire code. The second driveway on 15 Mile is not a concern so long as the first driveway meets the ordinance.

The City Planner presented the idea of requiring "no left turn" at the approach nearest to the sign.

The City Planner explained that the revised plan includes landscaping and she described some of the details. She suggested replacing the striped area (in the triangular shape) with a landscaping bed. The new proposed parking spaces must be 20ft. The plan currently shows them at 18ft. A new plan must be submitted with the proper dimensions.

It was confirmed that there would still be enough parking if they stripe off some spaces and have to remove a few due to the incorrect size of 18ft.

Mr. Johnson agreed to provide written confirmation of the month-to-month lease agreement between Mr. Simone and the triangular property owner. He is unsure if they have any written documentation between Mr. Simone and the County Road Commission. If they do have correspondence, they will provide that as well. Mr. Johnson also agreed that the property owner would be willing to remove the striped parking and replace it with a landscaping bed.

It was confirmed that the parking spots at the rear of the property are not "proposed" as shown on the plan. They are existing.

Mr. Johnson is unsure if Mr. Simone has discussed the plan for the sign on the triangular property with that property owner.

**CITY OF FRASER PLANNING COMMISSION
MUNICIPAL BUILDING ~ 33000 GARFIELD ROAD
WEDNESDAY, OCTOBER 4th, 2017 ~ 7:00 P.M.
MINUTES**

Motion made by Member FARINA

Supported by Member EHRKE

TO: APPROVE/ 09-17SP/ SAL SIMONE / 16000-16078 SIGNATURE SQUARE / SITE PLAN REVIEW FOR SIGNATURE SQUARE – REVERSION TO ORIGINAL SITE PLAN

With the following stipulations:

- 1. The deficiency in the parking spaces must be brought in to conformance**
- 2. The curbing cannot be put in until the 15 Mile Rd opening is in place.**
- 3. The landscape bed must be lengthened through the striped area on the site plan as suggested by the City Planner.**
- 4. Provide a “No Left Turn” sign at the north west entrance**
- 5. A written lease agreement must be submitted to the city.**

Discussion on the motion:

The board asked that the administration provide the revised site plan at the next scheduled Planning Commission meeting.

Discussion ensued regarding the history of the triangular property.

AYES 8 NAYS MOTION CARRIED

6. SITE PLANS, SIGN REVIEWS, AND OTHER REVIEWS: NONE

7. PUBLIC HEARING: NONE

8. NEW BUSINESS: NONE

9. OLD BUSINESS:

a. Inter-Lakes Bases Inc.

A representative from Inter-Lakes Bases Inc. attended the Planning Commission meeting with the intention of revising the site plan that the board approved in March 2017. His first choice would be to completely remove the dumpster enclosure. If the board will not allow him to remove it, he would like to relocate it because it is in an inconvenient spot. He also owns the building next door and operates the same business out of it. He has a shared parking agreement between the two lots and believes that the one dumpster for both properties will suffice. The dumpster will not be used for scrap metal, it will only be used for trash.

The representative from Inter-Lakes bases provided a small section of the site plan with an example of the proposed revision.

**CITY OF FRASER PLANNING COMMISSION
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MINUTES**

Discussion ensued if it would be beneficial to combine the lots.

The City Planner suggested that Inter-Lakes Bases come back with a revised site plan showing the proposed relocation of the dumpster enclosure.

Member Czarnecki asked that Inter-Lakes visit the Assessing Department to find out about the process of combining lots.

Motion made by Member CZARNECKI

Supported by Member FARAINA

TO: POSTPONE INTER-LAKES BASES SITE PLAN REVISION TO THE NOVEMBER 1, 2017 MEETING.

Discussion on the motion:

The board discussed if postponing this would disrupt construction. The City Attorney confirmed that they could postpone the item until the November 1st meeting and still continue construction so long as the only change on the plan is the location of the dumpster. The dumpster enclosure may not be constructed until action is taken on the revised site plan.

AYES 8

NAYS

MOTION CARRIED

b. Vintage Chapel

Anthony Jekielek introduced himself to the board as the owner of the Vintage House & Chapel Building Official, Randy Warunek, gave an overview on the history of the Vintage Chapel site plan, which was previously approved by the Planning Commission. He explained that the intention was to construct the chapel using the footings from the previous structure, but the footings were in poor shape. He approved new footings that were different from the approve site plan. The footing revision and a few other small revisions should have been presented to the Planning Commission prior to construction, but the building is already going up. Mr. Warunek asked the Planning Commission to consider approving the revisions. Mr. Jakielek described the small revisions and details of the site plan.

Motion made by Member QUETERMOUS

Supported by Member EHRKE

**CITY OF FRASER PLANNING COMMISSION
MUNICIPAL BUILDING ~ 33000 GARFIELD ROAD
WEDNESDAY, OCTOBER 4th, 2017 ~ 7:00 P.M.
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TO: APPROVE THE REVISION OF THE SITE PLAN

Discussion on the motion:

Mr. Jakielek explained that he also has the intention to add a fence to the site to reduce foot traffic from people cutting through the parking lot. A portion of the fence will be aluminum and another portion will be vinyl. The fence is not shown on the site plan.

The board wants Mr. Jakielek to come back to the Planning Commission with plans showing the fence.

The City Attorney confirmed that the motion Mr. Quertermous made does not include the fence. Mr. Jakielek will have to apply to the Planning Commission with plans for the fence.

AYES 8 NAYS MOTION CARRIED

c. Review of ordinance revisions and additions.

City Planner Traxler provided a memo to the board members with the proposed amendments to the City of Fraser Codified Ordinances, Chapter 32 – Zoning. She reviewed the revisions in the memo and asked for any feedback from the board.

Discussion ensued about the proposed revision to the fence ordinance.

Discussion ensued about the need for a conditional rezoning ordinance.

The City Attorney stressed the importance of reviewing the revised ordinances.

10. ZBA LIAISON: Gave an update that tent sales are on the agenda again for the October 5th ZBA meeting.

The City Attorney commented that he and the City Planner intend to present some substantial changes to the tent sale ordinance in the near future.

11. COMMISSION MEMBERS TO BE HEARD:

Chairman Rickard: Nothing at this time.

Member Barr: Nothing at this time.

Member Czarnecki: Nothing at this time.

Member Cook: Nothing at this time.

Member Ehrke: Nothing at this time.

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Member Farina: Nothing at this time.

Member Keil: Nothing at this time.

Member Quertermous: Nothing at this time.

City Planner: Nothing at this time.

City Attorney: Nothing at this time.

Building Official: Gave an overview of an agenda item regarding a fence that will be at the November meeting.

12. PUBLIC TO BE HEARD: None

13. ADJOURNMENT:

Motion by **EHRKE** Support by Member **FARINA**

TO: Adjourn the meeting of October 4th at 8:47pm

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

THE MOTION CARRIED UNANIMOUSLY.

Joanne Barr, Secretary

RANDY WARUNEK, Building Department Director