CITY OF FRASER, MI PLANNING COMMISSION
MUNICIPAL BUILDING ~ 33000 GARFIELD ROAD
MONDAY September 21, 2020 ~ 7:00PM
APPROVED MINUTES

PRESENT: CHAIRPERSON: CZARNECKI, MEMBERS: BARR, COOK, KEIL, PERRY

EXCUSED ABSENCE: FARINA, WARUNEK

ALSO PRESENT: CLARK ANDREWS, CITY ATTORNEY
ALYSSA ALBRIGHT, CITY ATTORNEY
DYLAN CHURCH, CITY ATTORNEY
SARAH TRAXLER, McKENNA
DANIELLE BOUCHARD, McKENNA
PAUL URBIEL, McKENNA

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

Chairwoman Czarnecki called the meeting to order at 7:03 PM

2. ROLL CALL

Members:	Barr	Present
	Cook	Present
	Czarnecki	Present
	Farina	Absent
	Keil	Present
	Perry	Present (joined at 7:10 pm)
	Warunek	Absent

3. APPROVAL OF AGENDA ~ Regular meeting of September 21, 2020

Motion by Member: KEIL **Support by Member**: BARR

To: Approve the agenda of September 21, 2020 as submitted.

AYES 5
NAYS 0
MOTION CARRIED

4. **CHAIRPERSON'S OPENING REMARKS**
Chairwoman CZARNECKI read the formal statement relative to the powers of the Planning Commission and the facts and conditions for granting site plan approval.

5. APPROVAL OF MINUTES August 17, 2020

Motion by Member: KEIL **Supported Member**: COOK

To: Approve the minutes of the August 17th, 2020 as amended.

AYES 5
NAYS 0
MOTION CARRIED

6. NEW BUSINESS:

A. Proposed Zoning Ordinance Amendment: Article XII, 32-170 subparagraphs (B) (3) and (B) (4)

DISCUSSION: TRAXLER presented the proposed Zoning Ordinance amendment for Article XII, 32-170, subparagraphs (B)(3) and (B)(4), Fast Food Restaurants, Specific Requirements and Conditions. TRAXLER noted that the City reviewed two fast food restaurants in 2018 and 2019 as outlot developments with drive-thrus in a multi-tenant building. The proposed Zoning Ordinance amendment would effectively remove the term "freestanding" from Sections 32-170.B.3 and Section 32-170.B.4. This proposed Zoning Ordinance amendment was previously presented to the Planning Commission in 2018, but did not go to City Council for final approval. TRAXLER recommends the Planning Commission conduct another public hearing on this matter at the November Planning Commission meeting.

Motion by Member: KEIL **Supporting Member**: PERRY

To: Schedule a public hearing for the proposed Zoning Ordinance Amendment for Section 32-170.B.3 and Section 32-170-B.4 of the City of Fraser Zoning Ordinance at the November 4, 2020 City of Fraser Planning Commission meeting.

AYES 5
NAYS 0
MOTION CARRIED

7. UNFINISHED BUSINESS: CITY OF FRASER MASTER PLAN

DISCUSSION: BOUCHARD presented the results of the City's SWOT (strengths, weaknesses, opportunities, and threats) Analysis for the 2020 Master Plan. The results of the analysis, in conjunction with the public survey results and various reviews and comments from City staff and officials, will be used to help build the Future Land Use Plan and Implementation Plan for the Master Plan. McKenna conducted a SWOT Analysis for several different areas:

- Citywide
- 15 Mile and Utica
- 13 Mile and Groesbeck

Chair CZARNECKI questioned if the results from the SWOT Analysis will be presented to the Planning Commission at a later time in further detail. TRAXLER noted that the analysis will further develop into the Future Land Use Plan and Implementation Plan.

TRAXLER explained that McKenna is anticipating having a complete first draft of the Plan for Planning Commission review the first or second week of November 2020. Chair CZARNECKI asked what the schedule will be for the remainder of the project. TRAXLER noted:

- First draft will be complete early November
- The Planning Commission will have time to make comments and McKenna will revise the Plan
- The Planning Commission will recommend that the City Council initiate the required 63-day comment period and submit the Plan to required entities (per Michigan Planning Enabling Act requirements)
- The Planning Commission will schedule a public hearing on the Plan after the 63-day comment period has finished, at which time public comment will be received and addressed
- The Plan will be adopted by Resolution by both the Planning Commission and City Council (likely around April 2021).

TRAXLER concluded the Master Plan discussion by noting that the public survey currently has 223 responses and is scheduled to close October 1, 2020, but will likely be extended for another week. City staff are spreading

awareness about the public input survey by submitting an advertisement on the public access channel. Paper copies of the survey can also be found at the City's Building Department office.

8. PUBLIC COMMUNICATIONS ON NON-AGENDA ITEMS

DISCUSSION: None.

9. **ZONING BOARD OF APPEALS MEMBER LIASION REPORT**

DISCUSSION: TRAXLER noted that the September and October ZBA meetings have been canceled.

10. **COMMISSIONERS' COMMENTS AND ITEMS OF INTEREST / CONCERNS:**

Member Barr:	None.
Member Cook:	None.
Member Czarnecki:	None.
Member Farina:	Absent.
Member Kiel:	None.
Member Perry:	None
Member Warunek:	Absent.
McKenna:	None.
City Attorney:	ANDREWS noted that the two Meijer outlot development parcels are officially split from the Meijer site and the easements have been finalized.

11. ADJOURNMENT:

Motion by Member: KEIL **Support by Member**: BARR

To: ADJOURN THE MEETING OF September 21, 2020, 7:57 PM

AYES 5 NAYS 0 MOTION CARRIED

Audience members: None.