



City of Fraser

Building & Code Enforcement Department

AGENDA

CITY OF FRASER PLANNING COMMISSION – (VIRTUAL MEETING)
MUNICIPAL BUILDING ~ 33000 GARFIELD ~ PHONE: 586-293-3100
MONDAY, DECEMBER 14 at 7:00pm

1. Call Meeting to Order/Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Chairperson's Opening Remarks
5. Approval of Minutes: December 2, 2020
6. Public Hearings: None
7. New Business: None
8. Unfinished Business:
 - A. City of Fraser Master Plan
9. Public Communications on Non-Agenda Items
10. Zoning Board of Appeals Member Liaison Report
11. Commissioners' Comments and Items of Interest / Concerns
12. Adjournment



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NOTICE OF ELECTRONIC PUBLIC MEETING

The Michigan Department of Health and Human Services issued an order on December 7, 2020, that prohibits indoor gatherings of two or more people from more than one household, and the Michigan Department of Labor and Economic Opportunity issued emergency rules on October 14, 2020 regarding remote work by employees when feasible. In addition, the City of Fraser has declared a local state of emergency, due to the ongoing COVID-19 pandemic. To ensure against violating the indoor gathering prohibition, and in the interest of achieving the goal expressed in the MDHHS order and the MDLEO rules to protect the public health, particularly during a local state of emergency, the Fraser Planning Commission will meet electronically on December 14, 2020 in accordance with the Open Meetings Act, as amended on October 16, 2020, using Zoom for videoconferencing and public access.

This notice is required to ensure that those wishing to observe and/or participate in the meeting have the opportunity to do so. The public can participate via the Zoom application, internet access via the Zoom website, and/or via telephone using the Zoom telephone number and meeting ID. The public will be able to hear Planning Commission members and will be permitted to speak for up to five minutes during the public participation portion(s) of the agenda. Please note that callers/viewers will automatically be muted, and must remain muted until called upon to speak by the Chair. Written comments will be accepted prior to the date and time (no later than 4:30pm on the day of the meeting) by the Building Department at zoning@micityoffraser.com, which is the method by which members of the public may contact members of the public body to provide input or ask questions on any business that will come before the public body at the meeting. Public Hearing comments will be heard during any Public Hearing that is conducted during the meeting, and other comments will be heard or reviewed during public participation. In the event of a change in the status of statewide or local states of emergency, the Planning Commission meeting may be changed from a remote meeting to a live in-person meeting to be held at Fraser City Hall, 33000 Garfield Road, Fraser, MI 48026, on the same date and at the same time. The City will post notice of any change in method of conducting the meeting from a remote meeting to an in-person live meeting, and/or any change in the meeting place for this meeting, to the City's website at www.ci.fraser.mi.us. Interested parties should periodically check for such changes or contact the City Clerk's Office at (586) 293-3100.

The City of Fraser thanks all of you for your understanding and support as we all attempt to navigate these challenging times together.

City of Fraser Administration

December 2020

ZOOM MEETING DETAILS

Topic: Fraser Planning Commission - Special Meeting, December 14, 2020
Time: Dec 14, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81729643958>

Meeting ID: 817 2964 3958

Passcode: 844725

One tap mobile

+13126266799,,81729643958# US (Chicago)

+19292056099,,81729643958# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington D.C.)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 817 2964 3958

Find your local number: <https://us02web.zoom.us/j/kcxf25hUsZ>

**CITY OF FRASER PLANNING COMMISSION
MUNICIPAL BUILDING ~ 33000 GARFIELD ROAD
Wednesday, December 2, 2020
MINUTES DRAFT**

PRESENT: CHAIRPERSON: CZARNECKI, MEMBERS: BARR, FARINA, KEIL, WARUNEK

EXCUSED ABSENCE: COOK, PERRY

ALSO PRESENT: CLARK ANDREWS, CITY ATTORNEY
ALYSSA ALBRIGHT, CITY ATTORNEY
DYLAN CHURCH, CITY ATTORNEY
SARAH TRAXLER, McKENNA
PAUL URBIEL, McKENNA
DANIELLE BOUCHARD, McKENNA
JIM ALBUS, CITY PROPERTY OWNER REPRESENTATIVE

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE:

Chairwoman Czarnecki called the meeting to order at 7:01 PM

2. ROLL CALL:

Members:	Barr	Present
	Cook	Absent
	Czarnecki	Present
	Farina	Present
	Keil	Present
	Perry	Absent
	Warunek	Present

3. APPROVAL OF AGENDA ~ Regular meeting of December 2nd, 2020:

Motion by Member: KEIL **Support by Member:** WARUNEK

To: Approve the agenda of December 2, 2020 as presented.

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 November 4th, 2020:

Motion by Member: FARINA **Supported by Member:** KEIL

To: Approve the minutes of the November 4, 2020 as presented.

AYES 5

NAYS 0

MOTION CARRIED

6. PUBLIC HEARINGS: None.

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7. NEW BUSINESS:

A. Draft 2021 City of Fraser Planning Commission Meeting Calendar.

DISCUSSION: TRAXLER and URBIEL presented the Draft 2021 City of Fraser Planning Commission Meeting Calendar. The meetings for 2021 are scheduled for the first Wednesday of each month with alternate meetings on the third Monday of each month. CZARNECKI inquired to the Commissioners if there will be any potential schedule conflicts for the July 7, 2021 meeting. Commissioners noted that there are not currently any schedule conflicts with the July 7, 2021 meeting.

Motion by Member: KEIL

Supported by Member: FARINA

To: Approve the 2021 City of Fraser Planning Commission Meeting Calendar as printed.

AYES: 5

NAYS: 0

MOTION CARRIED

8. UNFINISHED BUSINESS:

A. City of Fraser Master Plan

DISCUSSION: TRAXLER presented updates on the City of Fraser Master Plan project. The presentation contained highlights of the new sections of the Master Plan pertaining to:

- The Central Business District Core and Fringe
- The Flex Corridor Overlay District

TRAXLER described the two Central Business District (CBD) Future Land Use designations, CBD Core and CBD Fringe. The goal of the CBD Core is to create and support growth and development of Downtown Fraser. The overarching goal of the CBD Fringe is to support a mix of single-use development in areas immediately surrounding the Downtown Core. TRAXLER presented highlights to the existing conditions analysis of the CBD area and noted that McKenna will look further into the number of existing vacant commercial sites and adjust the existing conditions analysis accordingly. Some of the Master Plan recommendations for the CBD Core and CBD Fringe include specifics on:

- Tactical beautification
- Building and site design standards
- Setbacks
- Parking standards
- Signage and lighting standards
- Pedestrian and nonmotorized accessibility

TRAXLER continued the discussion of new section content for the Master Plan by describing the Flex Corridor Overlay District in greater detail. The purpose of the Flex Corridor Overlay District is to encourage high-quality redevelopment along the Groesbeck Highway Corridor, while supporting the longevity of existing local businesses. Some of the recommendations for the Flex Corridor Overlay District pertain to:

- Building and site design standards
- Landscaping standards
- Access management
- Signage and lighting standards
- Parking standards

TRAXLER also requested that the Commissioners study the proposed Future Land Use Map to find any discrepancies between existing development and planned development. WARUNEK suggested that the Master Plan document be "fine-tuned" before sending to City Council for consideration and comment. TRAXLER

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confirmed that the Master Plan document will be in its final format before submitting to the City Council for comment and McKenna is still in the ongoing revision process.

The City of Fraser Planning Commission will hold a second meeting on December 14, 2020 to discuss the next draft of the Master Plan that will include a refined and detailed implementation section. ALBUS noted that his family, property owners of 33240 Utica Road, is in favor of the proposed future land use designation for their property.

9. PUBLIC COMMUNICATIONS ON NON-AGENDA ITEMS:

DISCUSSION: None.

10. ZONING BOARD OF APPEALS MEMBER LIASION REPORT:

DISCUSSION: FARINA noted that the ZBA is planning to meet on Thursday, December 3, 2020.

11. COMMISSIONERS' COMMENTS AND ITEMS OF INTEREST / CONCERNS:

Member Barr:	None.
Member Czarnecki:	Inquired about the status of the City's marijuana ordinance, in light of recent events in the City of Warren.
Member Farina:	Wished the group a Merry Christmas and wished his son a happy birthday.
Member Kiel:	Requested that McKenna update Commissioner expiration terms on the City's website.
Member Warunek:	Wishes the group Merry Christmas and noted that the City should settle on referring to Downtown Fraser as the "Central Business District" or "Community Business District."
McKenna:	Will follow up to put discussion of marijuana ordinances on the agenda for a future meeting and will work to plan small group meetings with Commissioners to discuss the Master Plan.
City Attorney:	Wish everyone happy holidays, congratulate Mr. Church on the passing of the bar exam, and thank McKenna for all their work on the Master Plan since last month.

12. ADJOURNMENT:

Motion by Member: FARINA **Support by Member:** KEIL

To: ADJOURN THE MEETING OF December 2, 2020, 8:19 PM

AYES 5

NAYS 0

MOTION CARRIED

Audience members: None.