

**CITY OF FRASER PLANNING COMMISSION MEETING
MUNICIPAL BUILDING ~ 33000 GARFIELD ROAD
Wednesday, May 5, 2021
MINUTES APPROVED June 2, 2021**

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

EXCUSED ABSENCE: COOK (arrived at 8:21pm)

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

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE:

Chairperson WARUNEK called the meeting to order at 7:03 PM

2. ROLL CALL:

Members:	Barr	Present (participating from Macomb County, City of Fraser, Michigan)
	Cook	Absent (arrived at 8:21pm)
	Czarnecki	Present (participating from Macomb County, City of Fraser, Michigan)
	Farina	Present (participating from Macomb County, City of Fraser, Michigan)
	Keil	Present (participating from Macomb County, City of Fraser, Michigan)
	Perry	Present (participating from Macomb County, City of Fraser, Michigan)
	Warunek	Present (participating from Macomb County, City of Fraser, Michigan)

3. APPROVAL OF AGENDA ~ Regular meeting of May 5, 2021:

Motion by Member: KEIL **Support by Member:** PERRY

To: Approve the agenda of May 5, 2021 as presented.

AYES: 6 (BARR, CZARNECKI, FARINA, KEIL, PERRY, WARUNEK)

NAYS: 0

MOTION CARRIED

4. CHAIRPERSON'S OPENING REMARKS:

Chairperson WARUNEK read the formal statement relative to the powers of the Planning Commission and the facts and conditions for granting site plan approval. Chairperson WARUNEK read the formal statement relative to virtual public meetings and remote participation.

5. APPROVAL OF MINUTES March 3, 2021:

Motion by Member: KEIL **Supported by Member:** CZARNECKI

To: Approve the minutes of the February 3, 2021 as presented.

AYES: 6 (BARR, CZARNECKI, FARINA, KEIL PERRY, WARUNEK)

NAYS: 0

MOTION CARRIED

6. New Business

1. PUBLIC HEARING: Proposed City of Fraser 2021 Master Plan

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DISCUSSION: TRAXLER explained the background of the Master Plan and the process of creating the Plan. The project commenced in 2019 when the Fraser Planning Commission began discussing goals and objectives for the Plan, as well as important topics such as aging in place, walkability, economic development, beautification, and other themes. In 2019, the Planning Commission, along with McKenna, hosted a public open house to assist in the development and confirmation of the Plan's goals, objectives, and priorities.

In 2020, an existing conditions analysis was conducted to determine the City's strengths, weaknesses, demographics, natural features, and other aspects. An online community survey was then launched in August 2020, which received over 300 responses from Fraser stakeholders.

In Fall 2020, the Planning Commission shifted focus to new Plan content such as the Central Business District (CBD), housing and neighborhoods, and future enhancements to Groesbeck Highway. Subsequently, the Future Land Use Plan was developed.

Lastly, in February 2021, the Planning Commission held a public hearing to open the 63-day comment period (as required by the Michigan Planning Enabling Act). No comments on the Plan were received other than those from the Macomb County Department of Roads. The comment did not suggest or recommend any changes to the ideas or content represented in the Plan.

BOUCHARD provided more detail on the general key themes of the Plan as well as the list of important topics considered during the planning process. Some of these include enhancing walkability and nonmotorized transportation opportunities, preserving the City's parks and stable neighborhoods, supporting the growth and development of the CBD, encouraging the redevelopment on the Groesbeck Highway corridor, expanding the City's housing stock where applicable, and more.

The Public Hearing was opened at 7:24pm

PUBLIC COMMENTS: KEIL noted that his last name is misspelled in the acknowledgements page. TRAXLER noted that this change will be reflected in a new draft. KEN BENNETT, owner of the Warfield Greens Golf Club, expressed concern for the Golf Course property being planned for Transitional Residential. BENNETT noted concern that the Transitional Residential designation may inhibit a future sale of the property, or otherwise make it difficult to continue its current use as a golf course. ANDREWS noted that the Master Plan will not make the Golf Course property nonconforming. The property is still permitted to be utilized as a golf course and sold as a golf course in the future, and no properties within Fraser will be rezoned without notification or input from property owners.

TRAXLER noted that many communities write new zoning district standards and send each property planned for that new district an informative letter detailing the district standards. Then, property owners will have the choice to participate in rezoning activities if they choose. Recreation uses can also be written in the Transitional Residential Zoning District as a special land use.

The Public Hearing was closed at 8:25pm

Motion by Member: FARINA **Supported by Member:** CZARNECKI

To: Adopt the 2021 Master Plan Resolution of Adoption and recommend the City of Fraser City Council adopt the 2021 Master Plan Resolution of Adoption.

AYES: 7 (BARR, COOK, CZARNECKI, FARINA, KEIL, PERRY, WARUNEK)

NAYS: 0

MOTION CARRIED

2. **SP 21-002 / Mike Magnoli on behalf of the Tiffany Development Corporation / 33417 Kelly Road / Proposal Building Addition**

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DISCUSSION: URBIEL explained that the subject site is an industrial property located on Kelly Road, just north of 14 Mile Road. The applicant is proposing to add 5,000 square feet of enclosed warehouse space to the existing 4,991 square foot building. The proposal adds 6 parking spaces, a 750 square foot loading area, and additional landscaping in the front yard. URBIEL noted the proposed building addition does not pose any dimensional concerns on the lot. The proposed building exterior is planned to be composed of brick with aluminum accent. Three (3) overhead garage doors, three (3) entry/exit doors, and three (3) leased warehousing spaces are proposed as a component of the proposed addition. URBIEL described the shared access drive between the subject site and the adjacent site to the north.

FARINA stated that the City Engineer noted in their review that the applicant will be required to address concerns about stormwater on the site. Project Engineer, DELL'ISOLA noted that the subject site will include stormwater detention in the front yard landscaping or under the pavement of the site to address the review notes from the City Engineer.

CZARNECKI questioned the applicant if the existing site has a tenant, and if that tenant is aware of the proposed building addition. MAGNOLI stated that the proposed addition will include three (3) tenant spaces intended for warehousing purposes. CZARNECKI noted that the adjacent parcel seems to be utilizing some of the existing parking spaces on the subject site. MAGNOLI responded that the parking situation with the adjacent parcel will be addressed prior to construction of the proposed building addition.

CZARNECKI explained that the shared access driveway should also be repaved due to its current state of disrepair. WARUNEK agreed. MAGNOLI noted that the shared access driveway located on the subject site is already in the process of being repaved and improved.

CZARNECKI also noted that the trash enclosures are not screened. MAGNOLI responded that the current site does not have a trash receptacle, so the dumpster has been removed. When a dumpster is later placed on the site, it will be placed in the gated section near the existing dumpsters owned by adjacent tenants. URBIEL noted that screening trash enclosures is not required in the industrial districts. WARUNEK explained that trash storage and removal details should be added to the proposed site plan as a condition for approval.

Motion by Member: FARINA **Supported by Member:** COOK

To: Approve SP 21-002 Mike Magnoli on behalf of the Tiffany Development Corporation / 33417 Kelly Road / Proposal Building Addition with the following conditions:

1. The applicant provide an executed shared access agreement with the parcel to the north (33445 Kelly Road) in recordable form satisfactory to the City Attorney.
2. The applicant obtains all other required City and/or other governmental reviews and approvals prior to construction.
3. The applicant repaves and improves the common driveway from Kelly Road to a condition satisfactory to the City Engineer and Building Official.
4. The applicant amends the proposed site plans to include details on trash disposal and dumpster location.

AYES: 7 (BARR, COOK, CZARNECKI, FARINA, KEIL, PERRY, WARUNEK)

NAYS: 0

MOTION CARRIED

3. Draft Roseville Master Plan

DISCUSSION: URBIEL explained that the City of Roseville is in the process of drafting a new Master Plan. As per the Michigan Planning Enabling Act, neighboring municipalities are required to receive written notice of a new plan and receive opportunity to review and provide comment(s) on the plan's content.

Some of the context behind the review of the City of Roseville Draft Master Plan includes:

- Consistency with the 2021 City of Fraser Master Plan

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- Confirming compatible planned land uses along shared borders
- Checking for complimentary goals, objectives, and priorities
- Continuation and connectivity of sidewalks and bike facilities to facilitate access from one municipality to another

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

To: Authorize McKenna, on behalf of the City of Fraser Planning Commission, to submit a letter of comment to the City of Roseville containing recommendations on the City of Roseville 2021 Master Plan outlined in McKenna's review memorandum, dated April 27, 2021.

AYES: 7 (BARR, COOK, CZARNECKI, FARINA, KEIL, PERRY, WARUNEK)

NAYS: 0

MOTION CARRIED

7. UNFINISHED BUSINESS: None.

8. PUBLIC COMMUNICATIONS ON NON-AGENDA ITEMS:

DISCUSSION: None.

9. ZONING BOARD OF APPEALS MEMBER LIASION REPORT:

DISCUSSION: FARINA noted the ZBA meeting is scheduled for May 6, 2021. The meeting will include nominations for officers and three (3) variance requests.

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

Member Barr:	Thank you to Fraser's first responders and police officers for their work.
Member Cook:	Apologize for being late to the meeting and wishes the group well.
Member Czarnecki:	Asked if Ms. Traxler could give more details to her leaving.
Member Perry:	Inquired on the status of the apartment building on Utica Road.
Member Farina:	Inquired on an update of the Dairy Queen and Hockeyland properties.
Member Kiel:	None.
Chair Warunek:	Thank McKenna for their work on the Master Plan and good luck to Ms. Traxler.
McKenna:	The Building Official issued a report on the status of several development items. The exterior painting and new roof on the Dairy Queen site are now complete. The blight violations that have been issued are now corrected. Hockeyland is in the process of completing the lot combination process with the City of Fraser Assessor. Mr. Urbiel will check on the status of the new apartment build on Utica Road and report back at next meeting.
City Attorney:	Wished Ms. Traxler the best of luck.

11. ADJOURNMENT:

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

To: ADJOURN THE MEETING OF MAY 5, 2021 at 9:14 PM

AYES 7 (BARR, COOK, CZARNECKI, FARINA, KEIL, PERRY WARUNEK)

NAYS 0

MOTION CARRIED

Audience members: None.