



**2019**

**PLANNING**

**COMMISSION**

**ANNUAL REPORT**

## **PLANNING COMMISSION:**

### **1. Membership**

<b>MEMBER</b>	<b>TITLE</b>	<b>TERM EXPIRES</b>
Terry Beier	Chair	2022
Dan McCartney	Vice Chair	2022
Mike LaPorte	Council Rep	2020
Paul Wade		2021
Nancy Beaudua		2021
Matthew Griffor		2020
Steve Grates		2020

### **2. Attendance (X=present)**

	<b>Beier</b>	<b>McCartney</b>	<b>LaPorte</b>	<b>Wade</b>	<b>Beaudua</b>	<b>Griffor</b>	<b>Grates</b>
Jan		X	X	X	X	X	X
Feb	NO MEETING						
Mar	NO MEETING						
Apr	X	X	X	X	X	X	X
May	X	X	X		X		X
May Spc Mtg	X	X	X		X	X	X
Jun	X	X	X	X	X	X	X
Jul		X			X	X	X
Aug	NO MEETING						
Sep	X	X	X	X	X	X	
Oct	X	X	X		X		X
Oct Spc Mtg	X	X	X		X		X
Nov	X	X	X		X	X	X
Dec	X	X		X	X	X	

### 3. Meetings

Planning Commission meetings are held on the 2<sup>nd</sup> Tuesday of each month at 7:00 pm, except as noted.

Meeting Date	Agenda Items
January 9	<ul style="list-style-type: none"> <li>Public Hearing - Request to construct parking in right of way</li> <li>PUD regulation, Section 8.2.1 verbiage added to existing Section.</li> </ul>
April 10	<ul style="list-style-type: none"> <li>Rezoning recommendation from PUD, Planned Unit Development to R1, Single family</li> <li>Commercial Rehabilitation District – Adaptive Reuse Ordinance</li> </ul>
May 8	<ul style="list-style-type: none"> <li>Site Plan Review – Cargill Salt</li> </ul>
May 22 (Special Mtg)	<ul style="list-style-type: none"> <li>Public Hearing – Downtown Redevelopment District, Section 8.27: Schedule of Building Use</li> <li>Public Hearing – Zoning District Regulations, Section 4.6: Adaptive Reuse Ordinance</li> </ul>
June 12	<ul style="list-style-type: none"> <li>St. Clair Inn PUD Signage</li> <li>Zoning District Regulations, Section 4.6: Adaptive Reuse Ordinance</li> </ul>
July 10	<ul style="list-style-type: none"> <li>Zoning District Regulations, Section 4.6: Adaptive Reuse Ordinance</li> </ul>
Sep 11	<ul style="list-style-type: none"> <li>Sign Regulations Ordinance, Section 6.4, Version 4</li> </ul>
Oct 9	<ul style="list-style-type: none"> <li>Zoning District Regulations, Section 4.6: Adaptive Reuse Ordinance</li> </ul>
Oct 16 (Special Mtg)	<ul style="list-style-type: none"> <li>Zoning District Regulations, Section 4.6: Adaptive Reuse Ordinance</li> <li>Site Plan Review – 301 N. 6<sup>th</sup> Street</li> </ul>
Nov 13	<ul style="list-style-type: none"> <li>Sign Regulations Ordinance; Section 6.4, Version 4</li> </ul>
Dec 11	<ul style="list-style-type: none"> <li>Planning Commission Annual Report Redevelopment Ready Communities Certification</li> <li>Master Plan Update, Geoff Donaldson, AICP, Senior Planner with St. Clair County</li> </ul>

### 4. Master Plan Review

At the Planning Commission meeting held on December 11, 2019 Geoff Donaldson, Senior Planner with St. Clair County addressed the members regarding the City’s Master Plan Update. The City became a recipient of the Michigan State University Extension FIT assessment program and we want to incorporate their findings into the updated Master Plan.

**5. Activity:**

a. Zoning Ordinance:

<b>Section</b>	<b>Amendment/Addition</b>	<b>Status</b>
Section 7.8	Construct parking in Right of Way, angled parking request	Approved, sent to Council
Section 8.2.1	Planned unit development treatment may be applied in any zoning district subject to the following limitations: (1) no planned unit development may be sought, nor approved, for any residential lot located north of Brown Street and (2) no planned unit development may be sought, no approved, unless the proposed parcel has at least 250 feet of street frontage or is a minimum of two acres in size. The remaining sections of the ordinance stay as written.	Approved, sent to Council
Section 8.27	Downtown Redevelopment District – Schedule of Building Use.	Adoption of verbiage from Section 11.4.3 into Section 8.27, sent to Council for approval
Section 6.4	Sign Regulation PUD	Approved
Section 4.6 Section 4.63 Section 4.65	Zoning District Regulations-Adaptive Reuse Ordinance.	Approved, sent to Council
Section 6.4, Version 4	Sign Regulations	Sent to Council

b. Rezoning Requests:

<b>Section</b>	<b>Amendment/Addition</b>	<b>Status</b>
Section 8.2.1	678 N. Riverside (74-07-097-0026-000) Rezoned/revert property from PUD to R1 Single family.	Approved, sent to Council

c. Site Plan Review

<b>Address</b>	<b>Action</b>	<b>Status</b>
916 S. Riverside Avenue	Cargill Salt – Setback variance for addition of domed fabric building	Approved contingent City Planner or ZBA approval
301 N. 6 <sup>th</sup> Street	Special Use – Adaptive Reuse Ordinance	Approved

## **ZONING BOARD OF APPEALS**

### **1. Membership:**

<b>MEMBER</b>	<b>TITLE</b>	<b>TERM EXPIRES</b>
Jim Beir	Chair	2022
Ralph Gizowski		2021
Douglas Glassford	Vice Chair	2021
Branden Hill		2019
Daniel Seibel		2020
JoAnn Westrick	Secretary	2022
Douglas Vernier		2021

**Attendance:** (X=Present)

	Beir	Gizowski	Glassford	Hill	Seibel	Westrick	Vernier
Jan	NO MEETING						
Feb	NO MEETING						
Mar	NO MEETING						
Apr	NO MEETING						
May	NO MEETING						
Jun	X		X			X	X
Jul	NO MEETING						
Aug	NO MEETING						
Sep	X		X	X		X	X
Oct	X	X	X	X		X	
Nov	X		X			X	X
Dec	NO MEETING						

### **3. Meetings:**

Zoning Board of Appeals meetings are held the 3<sup>rd</sup> Wednesday of each month, except as noted at 7:00 pm

<b>Meeting</b>	<b>Agenda Items</b>	<b>Status</b>
January	Canceled due to no agenda items	
February	Canceled due to no agenda items	
March	Canceled due to no agenda items	
April	Canceled due to no agenda items	
May	Canceled due to no agenda items	
June	<ul style="list-style-type: none"> <li>916 S. Riverside Drive seeking variance from Section 4.5 Schedule of District Regulations</li> </ul>	Approved

	set back for M-2 Heavy Industrial	
July	Canceled due to no agenda items	
August	Canceled due to no agenda items	
September	401 Fred Moore Highway seeking variance: <ul style="list-style-type: none"> <li>• Section 4.5 Schedule of District Regulations</li> <li>• Section 5.28 Waterfront Lots</li> <li>• Section 5.33 Schedule of Accessory Regulations</li> </ul>	Approved
October	210 Devon Street <ul style="list-style-type: none"> <li>• Section 4.5 Schedule of District Regulations Rear/Side yard variance</li> </ul>	Approved
November	962 N. Riverside Avenue <ul style="list-style-type: none"> <li>• Section 4.5 Schedule of District Regulations: Side yard set back</li> <li>• Section 5.33 Schedule of Accessory Structure: Side yard set back</li> </ul>	Approved
December	Canceled due to no agenda items	