

CITY OF IONIA
Planning Commission
September 9, 2015
Regular Meeting Minutes

The Regular Meeting of the City of Ionia Planning Commission for September 9, 2015 was called to order by Chairperson Chris Young at 4:40 PM.

ROLL CALL

Roll Call revealed Commissioners Dave Cook, Boomer Hoppough, Gordon Kelley, and Chris Young. Commissioners Mark Jennings, Tim Lee, and Evonne Ulmer, were absent.

City Manager Jason Eppler, Officer Doug DeVries and Planning Consultant Tim Johnson were also present.

APPROVAL OF AGENDA

Chairperson Young reviewed the agenda with the Commission. After review it was moved by Commissioner Hoppough, seconded by Commissioner Cook, to approve the agenda for the September 9, 2015 meeting as presented. MOTION CARRIED

APPROVAL OF MINUTES

The Commission reviewed the minutes of the August 12, 2015 Regular Meeting. After review it was moved by Commissioner Cook, seconded by Commissioner Hoppough to approve the minutes of the August 12, 2015 Commission meeting as presented. MOTION CARRIED.

PUBLIC COMMENTS

None.

OLD BUSINESS

Reuse of Old Hospital Site: Mr. Johnson reviewed with the Commission his memorandum dated September 2, 2015 regarding the creation of a Lafayette/East Washington Sub-Area Plan for the former Sparrow Ionia hospital property. His memorandum updated his August 12, 2015 outline on the subject that was reviewed with the Commission at the August meeting. He discussed the changes incorporated in the latest draft and reviewed with the Commission the process for formally amending the City's Master Plan to incorporate the Lafayette/East Washington Sub-Area Plan.

He discussed the following statutory process for amending the plan:

- 1) The Commission prepares the updates to the plan.
- 2) The updated plan is presented to the City Council.

- 3) If the City Council accepts the plan the City sends a letter of intent to update the plan along with the plan update to all municipalities which abut the City (Berlin, Easton, Ionia and Orange Townships) as well as the Ionia County Planning Commission.
- 4) The municipalities have 42 days to provide their comments to the Commission.
- 5) The Commission holds a public hearing following the 42 day review period.
- 6) The Commission recommends approval of the plan to Council.
- 7) Council approves the plan.

After further discussion, it was moved by Commissioner Cook, seconded by Commissioner Hoppough to forward to the City Council the proposed Lafayette/Washington Sub-Area Plan amendment to the City's 2012 Master Plan and request that Council authorize the distribution of the proposed amendment to the municipalities contiguous to the City and the Ionia County Planning Commission. MOTION CARRIED.

NEW BUSINESS

Orange Township – Updated Master Plan: The City Manager reported that he recently received a draft copy of the proposed Orange Township Master Plan Update. He stated that the Township is in the process of updating its 2000 Master Plan and requested comments on the update. He further stated that the Township will be holding a Public Hearing on the proposed updated plan on October 20, 2015 at the Berlin-Orange Fire Station.

2016 Reconstruction Projects – Sidewalk Network (Cyrus Street, West Lytle Street, Pleasant Street, Bliss Street): The City Manager reported that the City will be reconstructing the following streets during the 2016 construction season:

Bliss Street
Cyrus Street
Pleasant Street (M-21 to West Lytle Street)
West Lytle Street

He stated that consistent with the July 2009 Planning Commission approved "Sidewalk System Priorities Policy", the Commission needs to complete a review of each of these streets to determine if any additional sidewalks should be installed. The Commission's priority, per policy, is to have a sidewalk on at least one side of every street in the City.

The City Manager reviewed the following with the Commission in terms of existing conditions:

Cyrus Street:

West Side of Street – There is sidewalk along the west side of Cyrus Street from M-21 to Fargo Street.

East Side of Street – There is sidewalk in front of two of the homes along the east side of Cyrus Street, otherwise this side of the street is void of sidewalk.

West Lytle Street:

North Side of Street – There is sidewalk along approximately half of the north side of the street beginning at Union Street and running west to the driveway at 132 West Lytle Street. The remainder of the north side of the street has no sidewalk.

South Side of Street – There is sidewalk along approximately half of the south side of the street beginning at Union Street and running west to the driveway at 127 West Lytle Street. The remainder of the south side of the street has no sidewalk.

Pleasant Street:

West Side of Street – There is a narrow strip of concrete (a couple of feet wide) contiguous to the street edge running along the majority of this side of the street, which serves as a sidewalk.

East Side of Street – There is no sidewalk on this side of the street.

Bliss Street:

North Side of Street – There is sidewalk along the north side of Bliss Street from Jackson Street to Jefferson Street.

South Side of Street – There is sidewalk along the south side of Bliss Street from Jackson Street to Jefferson Street.

He further stated that the City's engineers, Fishbeck, Thompson, Carr & Huber (FTCH) are currently designing the reconstruction plans for the subject streets. As a result of several site visits and a review of the survey/topographic information obtained as part of developing the reconstruction plans, FTCH has recommended the following in terms of the sidewalk network:

Cyrus Street:

West Side of Street – Replace the existing sidewalk with a new 5' wide sidewalk (M-21 to Fargo Street).

East Side of Street – Remove the sidewalk in front of two of the homes along this side of the street and not replace it. FTCH has identified several issues associated with installing a sidewalk along the east side of the street including an existing stone retaining wall; significant grade issues along the south side of West Lytle Street at Cyrus Street; and significant grade issues from approximately Forest Street north to 606 Cyrus Street.

West Lytle Street:

North Side of Street – Replace the existing sidewalk along the north side of West Lytle Street and extend/place new sidewalk from 132 West Lytle Street to Cyrus Street (this will be new sidewalk in front of three homes along this side of the street).

South Side of Street – Replace the existing sidewalk along the south side of West Lytle Street and extend it from the driveway at 127 West Lytle Street to Pleasant Street (this will be new sidewalk in front of one home along this side of street). Do not extend the sidewalk west of Pleasant Street due to the impact on mature trees; a stone retaining wall; and, the significant grade at the West Lytle Street/Cyrus Street intersection.

Pleasant Street:

West Side of Street – Replace the existing narrow strip of concrete with a wider strip (4' +/-) located contiguous to the street.

East Side of Street – Due to the narrowness of the right-of-way (33'), do not install sidewalk on this side of the street.

Bliss Street:

North Side of Street – Replace the existing sidewalk with a new 5' wide sidewalk (Jackson Street to Jefferson Street).

South Side of Street – Replace the existing sidewalk with a new 5' wide sidewalk (Jackson Street to Jefferson Street).

The Commission discussed existing conditions along each of these streets and the comments from the City's engineers.

After discussion, it was moved by Commissioner Cook, seconded by Commission Hoppough to accept the recommendation of the City's engineer regarding sidewalk system improvements to be completed as part of the 2016 street reconstruction project which will involve the following:

Bliss Street – sidewalk on both sides of the street;
Cyrus Street – sidewalk on the west side of the street;
Pleasant Street – concrete strip on the west side of the street;
West Lytle Street – sidewalk along the north side of the street (Union to Cyrus) and sidewalk along the south side of the street (Union to Pleasant).

MOTION CARRIED.

COMMENTS:

None

ADJOURNMENT

It was moved by Commissioner Hoppough, seconded by Commissioner Cook to adjourn the meeting at 5:30 PM.

MOTION CARRIED

Respectfully Submitted,

Jason Eppler, Recording Secretary
for Dave Cook, Secretary