

CITY OF IONIA
Planning Commission
April 10, 2019
Regular Meeting Minutes

CALL TO ORDER The Regular Meeting of the City of Ionia Planning Commission for April 10, 2019 was called to order by Chairperson Tim Lee at 4:35 PM.

ROLL CALL Roll Call revealed Commissioners Dave Cook, Mark Jennings (arrived at 4:53 PM), Gordon Kelley, Tim Lee, and Judy Swartz present. Commissioners Mike Donaldson and Boomer Hoppough were excused.

City Manager Jason Eppler and Planning Consultant Jan Johnson were also present.

Public present included Ventra representatives Paul Wilber and Rob Lamar.

APPROVAL OF AGENDA Chairperson Lee reviewed the agenda with the Commission. After review, it was moved by Commissioner Cook, seconded by Commissioner Swartz to approve the agenda for the April 10, 2019 meeting as presented. MOTION CARRIED.

APPROVAL OF MINUTES The Commission reviewed the minutes of the March 13, 2019 Regular Meeting. After review it was moved by Commissioner Cook, seconded by Commissioner Swartz to approve the minutes of the March 13, 2019 Commission meeting as presented. MOTION CARRIED.

PUBLIC COMMENTS None.

OLD BUSINESS Ventra Ionia Main Parking Lot Site Plan Approval Request:
Rob Lamar, on behalf of Ventra, reviewed with the Commission an updated site plan and associate landscaping and lighting plan for Ventra's proposed parking lot expansion/new construction on Beardsley Road, north of East Washington Street. In his presentation, Mr. Lamar highlighted the changes that were made to the site plan that he presented, and the Commission reviewed, at the March meeting. He also shared with the Commission the County Building Department approved plan for addressing handicap parking at Ventra's facilities on both sides of Beardsley Road. He also updated the Commission regarding efforts to get final approval from the County Drain Commissioner for the parking lot drainage plan. He stated that although final

approval has not been granted, soil borings were taken and shared with the Drain Commissioner as part of the preparing site drainage calculations. The borings revealed that the soils are predominantly sand.

At the conclusion of Mr. Lamar's comments, Jan Johnson reviewed with the Commission her memorandum dated April 10, 2019 regarding the updated site plan. She stated that the majority of the items that the Commission requested be added to the site plan have been added. She highlighted the following deficiencies:

- 1) The topographic survey does not extend beyond 50' of the Ventra property as suggested by the Zoning Ordinance. After discussion, it was the consensus of the Commission that this deficiency be waived.
- 2) The lighting plan does not include providing lighting for the sidewalk leading from the new parking area to Beardsley Road. Considering Ventra operates twenty-four hours a day, the sidewalk will be used all hours and should be lighted. After discussion, the Commission determined that lighting is necessary and Ventra can determine if the lighting should be pole mounted or mounted on the exterior (light packs) of the Ventra owned building that is contiguous to the sidewalk.

Mrs. Johnson then reviewed with the Commission the proposed landscape plan for the project. In her review, she segregated her comments as follows:

- 1) Landscaping along the southern portion of the western property lot (contiguous to Third Street): A mix of plant material is proposed and is arranged based on an assumption that the applicant will be granted a 50% credit for the existing fence. After review, it was the consensus of the Commission to grant the fence credit and approve the landscaping plan for this area as proposed by the applicant.
- 2) Landscaping along the center portion of the western property line: The applicant has not proposed plant material in this area based on a request for a 25% credit for berming and the existing trees. There is also a fence but it is owned by the neighboring property owner and therefore a credit cannot be granted. After review, it was the consensus of the Commission to grant the berm credit and require the planting of 14 evergreens and 10 ornamental trees in this area.

- 3) Landscaping along the northern portion of the western property line: The applicant has not proposed plant material in this area based on the existing 35 to 40 trees. After review, it was the consensus of the Commission to not require any plantings in this area.
- 4) Landscaping along the southern lot line: A mix of plant material is proposed and is arranged based on an assumption that the applicant will be granted a 50% credit for the existing fence. Mrs. Johnson noted that the spacing of some of the trees exceeds the maximum included in the Zoning Ordinance. After review, it was the consensus of the Commission to grant the fence credit and approve the landscaping plan for this area as proposed by the applicant.
- 5) Landscaping along the western lot line – west of the proposed paved (vehicle) parking area: The applicant has not proposed plant material in this area based on a request for a 50% fence credit and the depth of the drainage ditch. After review, it was the consensus of the Commission to grant the fence credit and not require any plantings in this area.
- 6) Landscaping for the front yard of the existing building on the west side of Beardsley: Mrs. Johnson reviewed with the Commission the existing landscaping in the front yard of the building and the deficiencies based on Zoning Ordinance requirements. She also reviewed with the Commission the additional plant material proposed by the applicant to address the deficiency. After review, it was the consensus of the Commission to approve the landscaping plan for this area as proposed by the applicant.

After further discussion, it was moved by Commissioner Cook, seconded by Commissioner Jennings to approve Ventra Ionia Main's April 10, 2019 plan submittal package which includes the project site plan, landscape plan and lighting plan for the construction of a 201 space gravel surfaced semi-truck trailer parking lot and a 190 space asphalt surfaced vehicle parking lot at 25 Beardsley Road based on the plans compliance with the Site Plan Approval Standards contained in Section 1276.07 of the City Code; subject to the following conditions:

- Revisions to the lighting plan to address lighting for the connector sidewalk between the new parking lot and Beardsley Road;
- Revisions to the landscaping plan to address the deficiency in plant material proposed in the central portion of the western property line; and,

- Subject to final approval of the plan by the Ionia County Drain Commissioner.

MOTION CARRIED.

Chairperson Lee reminded the Ventra representatives that if the Drain Commission approved drainage plan that requires any changes to the site plan, these changes need to be shared with both the City Manager and Mrs. Johnson who will then determine if the changes can be approved by them or if an updated plan needs to be submitted to the Commission for approval.

Master Plan Update: The City Manager stated that the City Council reviewed the draft Master Plan at its April 9, 2019 meeting and authorized the distribution of the draft plan for the statutorily required 63 day review period.

2020 Reconstruction of Steele Street (Adams to Dexter Streets) – Review of Conceptual Cross Sections: The City Manager reported that as a follow-up to the March Planning Commission meeting, Fishbeck, Thompson, Carr & Huber’s survey crew mobilized to Steele Street and began their survey work. Once the preliminary survey work has been completed, FTC&H can begin working on design and street realignment.

COMMISSIONER COMMENTS The City Manager provided an update regarding this year’s street reconstruction projects.

ADJOURNMENT

It was moved by Commissioner Cook, seconded by Commissioner Jennings to adjourn the meeting at 6:00 PM.
MOTION CARRIED.

Respectfully Submitted,

Jason Eppler
City Manager
Recording Secretary for Dave Cook, Secretary