

CITY OF IONIA
Planning Commission
January 12, 2011
Regular Meeting Minutes

CALL TO ORDER The Regular Meeting of the City of Ionia Planning Commission for January 12, 2011 was called to order by Vice-Chairman Ted Paton at 4:00 PM.

ROLL CALL Roll Call revealed Commissioners Dave Cook, Boomer Hoppough, Ted Paton, and Chris Young present.

Commissioner Gordon Kelley arrived at 4:07 PM.
Commissioner Mark Jennings arrived at 4:40 PM.
Commissioner Evonne Ulmer was excused.

Others in attendance included City Manager Jason Eppler, Officer Doug DeVries, City Planning Consultant Tim Johnson and John Prominski and Jeff Parker (on behalf of Resurrection Life Church) were also present.

APPROVAL OF AGENDA Vice-Chairman Paton reviewed the agenda with the Commission. After review, it was moved by Commissioner Cook, seconded by Commissioner Hoppough to approve the agenda for the January 12, 2011 meeting presented. **MOTION CARRIED.**

APPROVAL OF MINUTES The Commission reviewed the minutes of the December 8, 2010 Regular Meeting. After review it was moved by Commissioner Cook, seconded by Commissioner Hoppough to approve the minutes of the December 8, 2010 Commission meeting as presented. **MOTION CARRIED.**

PUBLIC COMMENTS None.

ANNUAL MEETING The City Manager reported that the Commission's Rules of Procedure require the Commission to select officers each January who will serve in their positions for the remainder of the calendar year.

Chairperson: It was moved by Commissioner Paton, seconded by Commissioner Hoppough to select Mark Jennings as Chairperson for 2011. **MOTION CARRIED.**

Vice-Chairperson: It was moved by Commissioner Cook, seconded by Commissioner Hoppough to select Ted Paton as Vice-Chairperson for 2011. MOTION CARRIED.

Secretary: It was moved by Commissioner Paton, seconded by Commissioner Cook to select Boomer Hoppough as Secretary for 2011. MOTION CARRIED.

OLD BUSINESS

Resurrection Life Church Project: The City Manager reported that the City has received a request from Resurrection Life Church for site plan and PUD approval for their proposed expansion project on West Main Street. The Commission is being asked to schedule the Public Hearing on both requests for the February 9, 2011 Commission meeting.

City Planning Consultant Tim Johnson shared with the Commission his review memorandum regarding the project dated January 10, 2011. Mr. Johnson shared the following:

- The PUD process is a three step process. The first step is the pre-application conference which has already been completed. The second step is the rezoning of the property and the third step is the approval of the site plan for the project.
- The Church has been operating from West Main Street since 2001 and is an established, non-conforming land use.
- That in his opinion the project is consistent with the City's Master Plan. He highlighted several goals contained in the Master Plan and reviewed with the Commission how the project met the goals.
- Identified additional information needed including the impact on the property tax base in the DDA District based on the removal of two parcels or property from the tax roll to facilitate the project.
- Requested that the Church provide information regarding current setting, service hours, church activities, etc. to compare with what is proposed "post" expansion.

In terms of the site plan for the project, Mr. Johnson offered the following comments:

- Stated that he felt the site plan was very thorough and complete.

- Requested additional information regarding the dumpster enclosure style and location and building/parking lot lighting.
- Desire for the updated site plan to identify easements that are needed on non-Church properties to facilitate the project as proposed and the need to identify the parcels of property which are being approved as part of the site plan associated with the PUD versus those being approved independently due to being improvements on contiguous non-Church owned properties.

The City Manager reported that the City's engineers, Fishbeck, Thompson, Carr & Huber have completed a review of the site plan and are currently working through issues with the Church's engineers. Areas of discussion include the following:

- Parking lot configuration and drainage.
- Lighting plans for the parking lot.
- Concerns regarding the location of the dumpster location.
- Traffic calming along West Washington Street between Dexter and Steele Streets along with the number of driveways from the parking lot proposed by the Church onto West Washington Street.
- Utility services to the property.

The Church's architect, Jeff Parker, shared the following comments with the Commission regarding the reviews:

- He updated the Commission regarding his meeting with the Sawtells (bar) regarding the project. There may be a need for a dumpster enclosure on the north side of the bar to meet their needs.
- He discussed how non-Church parcels that are contiguous to the Church's project will be improved.
- Discussed the façade improvements proposed for the fronts of the two buildings currently owned by the Church. Historical photographs have been secured to aid in designing the improvements. The improvements will be completed as part of this project.

Commissioner Kelley commented on the need to have a high level of detail in the façade plans for both the current buildings as well as the expansion in order to guarantee long-term quality in the appearance of the buildings. He also commented on the proposed parking plan for the project.

After further discussion, it was moved by Commissioner Hoppough, seconded by Commissioner Young to schedule a Public Hearing for 4:00 PM, Wednesday, February 9, 2011 at City Hall to receive comments on the Resurrection Life Church request for the City to rezone the properties located at 430 West Main Street, 434 West Main Street and 419 West Washington Street from B-2 Community Business District to Planned Unit Development; and, to schedule a Public Hearing for 4:00 PM, Wednesday, February 9, 2011 to receive comments on the request for site plan approval submitted by Resurrection Life Church for their expansion project as submitted to the City on January 4, 2011. MOTION CARRIED.

Based on his business relationship with Resurrection Life Church, Commissioner Jennings abstained.

NEW BUSINESS

Review/Discuss Remaining Master Plan Action Items: The City Manager reported that many of the action items contained in the 2007 Master Plan Addendum Implementation Plan have been completed. He distributed a memorandum outlining the remaining action items contained in the plan and asked Commissioners to be prepared to prioritize these action items when the Commission meets in February.

Commissioner Kelley offered comments regarding the action item that recommends expanding the network of ornamental streetlights in the City.

COMMISSIONER COMMENTS None.

ADJOURNMENT

It was moved by Commissioner Hoppough, seconded by Commissioner Kelley to adjourn the meeting at 5:37 PM.

Respectfully Submitted,



Jason Eppler
City Manager/Recording Secretary
for
Boomer Hoppough, Secretary