

CITY OF IONIA
Planning Commission
November 14, 2012 - Regular Meeting Minutes

CALL TO ORDER The Regular Meeting of the City of Ionia Planning Commission for November 14, 2012 was called to order by Vice-Chairperson Chris Young at 4:05 PM.

ROLL CALL Roll Call revealed Commissioners Dave Cook, Gordon Kelley (arrived at 4:05 PM) Tim Lee, Evonne Ulmer and Chris Young. Commissioners Boomer Hoppough and Mark Jennings were excused.

Staff present included City Manager Jason Eppler and Planning Consultant Tim Johnson.

Public present included Beverly Anderson, John Dinehart, and Lowell Swartz.

APPROVAL OF AGENDA Vice-Chairperson Young reviewed the agenda with the Commission. After review, it was moved by Commissioner Cook, seconded by Commissioner Ulmer to approve the agenda for the November 14, 2012 meeting as presented. MOTION CARRIED.

APPROVAL OF MINUTES The Commission reviewed the minutes of the October 10, 2012 Regular Meeting. After review it was moved by Commissioner Cook, seconded by Commissioner Lee to approve the minutes of the October 10, 2012 Commission meeting as corrected. MOTION CARRIED.

PUBLIC COMMENTS None.

OLD BUSINESS Request from Beverly Anderson Regarding 524 West Main Street: Vice-Chairperson Young reintroduced discussion on the request from Ms. Anderson which was originally reviewed at the October 2012 meeting. He stated that Ms. Anderson has requested that the property at 524 West Main Street be rezoned from R-1 to O to accommodate her professional office use. He also explained that the October 2012 meeting the Commission requested that an update site plan for the use of this property as office be submitted.

Commissioner Cook stated that as was the case at the October 2012 meeting, he will not be participating in discussing or acting on this request since he owns vacant office/commercial space on Main Street that Ms. Anderson

may be interested in renting should her request before the Commission not be granted.

Mr. John Dinehart, on behalf of the applicant Ms. Anderson and the current property owner Dr. Swartz, presented an updated site plan dated October 22, 2012 as prepared by Mulder Associates. He stated that the updated site plan answers the many questions/concerns expressed by either Mr. Johnson or the Commission at the October 2012 meeting. He reviewed the site plan with the Commission addressing site plan highlights such as off-street parking, buffering, number of square feet of the home that will be used for office/counselors and storm water run-off.

Commissioner Kelley inquired about the additional square footage within the home that could possibly be used for office in the future, thus impacting the number of off-street parking spaces required to support the use. Mr. Dinehart stated that on the first floor the current dining room, living room and foyer/stairwell landing will be used for office. Areas not being used include the kitchen and restroom. On the second floor there is no additional room for offices with only the restroom, laundry/storage room and hallway not being used for professional offices. He stated that overall there will be less than 1,100 square feet of the home used for offices/support uses thus requiring the 5 off-street parking spaces.

Commissioners also discussed the proposed privacy fence to be installed along the west property line of the subject property. It was the consensus of the Commission to have the applicant revise the site plan to reflect that the privacy fence along the west side of the property shall extend from the north west property corner to a point 60 feet north of the south west corner of the property.

After discussion, it was moved by Commissioner Lee, seconded by Commissioner Young to recommend to the City Council that the request submitted by Beverly Anderson dated September 13, 2012 (as revised) to rezone the property located at 524 West Main Street from R-1 One Family Residential to O Office be approved based on a finding that there are currently office uses across West Main Street from the subject property, commercial uses to the east of the subject property and that the rezoning of the subject property from R-1 to O provides a transition between the B-3 zoning to the east of the subject property and the R-1 zoning to the west. MOTION CARRIED (Cook abstained).

It was moved by Commissioner Ulmer, seconded by Commissioner Young to approve the site plan submitted by Beverly Anderson dated October 22, 2012 for the conversion of the residence located at 524 West Main Street to professional counseling offices based on the plan's compliance with the standards for site plan approval contained in Section 1276.07 of the City Code and subject to the following:

- Approval by the City Council of the rezoning of the subject property from R-1 One-Family Residential to O Office.
- The installation of the off-street parking spaces, as illustrated on the site plan, by May 1, 2013.
- The installation of the privacy fence, as illustrated on the site plan, prior to May 1, 2013 (said fence to sufficiently meet the requirements for landscaping/berm installation as identified in the zoning ordinance).
- Approval by the Zoning Board of Appeals of variances permitting the site plan to vary from the following requirements:
 - 1) Section 1282.02(b) regarding the width of the access drive to serve the off-street parking areas;
 - 2) Section 1282.02(f) regarding minimum distance between a driveway serving a non-residential use and an adjacent property located in a single-family residential district.

MOTION CARRIED (Cook abstained).

Review of Discussion Paper on Non-Conforming Uses/Structures/Lots: Planning Consultant Johnson stated that at the October meeting he began reviewing with Commissioners a discussion paper he prepared regarding the current Non-Conforming Uses Chapter of the Zoning Ordinance. Mr. Johnson continued his review of the discussion paper with the Commission and discussed non-conforming uses, non-conforming structures and non-conforming lots. The Commission will continue its discussion on this topic at its next meeting.

Commissioner Cook exited the meeting at 5:17 PM.

NEW BUSINESS

2013 Planning Commission Meeting Schedule: The Commission reviewed the proposed meeting schedule for 2013. The schedule calls for the Commission to continue to meet the second Wednesday of each month at 4:00 PM at

City Hall. After review, it was moved by Commissioner Ulmer, seconded by Commissioner Lee to approve the following meeting schedule for the Commission for 2013:

January 9, 2013
February 13, 2013
March 13, 2013
April 10, 2013
May 8, 2013
June 12, 2013

July 10, 2013
August 14, 2013
September 11, 2013
October 9, 2013
November 13, 2013
December 11, 2013

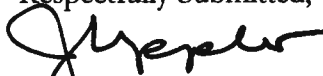
MOTION CARRIED.

COMMISSIONER COMMENTS None.

ADJOURNMENT

Upon a motion by Commissioner Kelley, seconded by Commissioner Lee, the meeting was adjourned at 5:30 PM.
MOTION CARRIED.

Respectfully Submitted,



Jason Eppler, Recording Secretary
for
Boomer Hoppough, Secretary