

CITY OF IONIA
Planning Commission
September 12, 2012 - Regular Meeting Minutes

CALL TO ORDER The Regular Meeting of the City of Ionia Planning Commission for September 12, 2012 was called to order by Vice-Chairperson Chris Young at 4:00 PM.

ROLL CALL Roll Call revealed Commissioners Dave Cook, Boomer Hoppough, Tim Lee, Evonne Ulmer (arrived at 4:02 PM) and Chris Young.

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

Public present included Melissa Millard 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 Hoppough to approve the agenda for the September 12, 2012 meeting as presented. **MOTION CARRIED.**

APPROVAL OF MINUTES The Commission reviewed the minutes of the August 8, 2012 Regular Meeting. After review it was moved by Commissioner Hoppough, seconded by Commissioner Lee to approve the minutes of the August 8, 2012 Commission meeting as presented. **MOTION CARRIED.**

PUBLIC HEARING Vice-Chairperson Young called the following Public Hearings to order:

- 1) A Public Hearing to receive comments on the proposed City of Ionia 2012 Master Plan.
- 2) A Public Hearing to receive comments on a request from Melissa Millard, 523 West Washington Street, for a Special Land Use Permit and Site Plan approval for a group day care.

No comments were received.

PUBLIC COMMENTS None.

NEW BUSINESS Request from Melissa Millard, 523 West Washington Street, for a Special Land Use Permit/Site Plan Approval for a Group Day Care: The City Manager reported that Ms. Millard currently operates a family day care at her residence at

523 West Washington Street. A family day care is defined by the City's zoning ordinance as a private residence in which less than seven minor children are given care and supervision for periods of less than 24 hours per day. Ms. Millard desires to expand her operations into a group day care which permits providing care for more than six but less than twelve children. According to the City's zoning ordinance, both a Special Land Use Permit and site plan approval is required in order to operate a group day care in the R-1 zoning district (the zoning district in which 523 West Washington Street is located). The City Manager further reported that consistent with the zoning ordinance, notice of the Public Hearing held earlier in the meeting regarding this request was provided to those owning property or residing within 300 feet of the subject property. Notice of the Public Hearing was also published in the August 19, 2012 edition of the *Sentinel-Standard Weekender*. The City Manager reviewed with the Commission his memorandum regarding this request. He recommended that the Planning Commission approve the request based on compliance with the standards of approval contained in Sections 1274.04 and 1276.07 of the City Code.

Vice-Chairperson Young introduced Melissa Millard, the applicant, and asked that she provide an overview of her request. Ms. Millard described her operations including the standard hours (Monday – Friday; 5:00 am to 5:15 pm), parking for staff and the drop-off/pick-up rotation. She also responded to questions posed by Commissioners regarding play area, etc.

Neighbor Lowell Swartz, 524 West Main Street, stated that he has no objections to Ms. Millard's request.

After further discussion, it was moved by Commissioner Cook, seconded by Commissioner Hoppough to approve the request submitted by Melissa Millard, 523 West Washington Street, for a Special Land Use Permit and Site Plan approval to operate a group day care at 523 West Washington Street based on the information provided in her application dated August 21, 2012 due to its consistency with the standards of approval contained in Sections 1274.04 and 1276.07 of the City Code. MOTION CARRIED.

OLD BUSINESS

Adoption of City of Ionia – 2012 Master Plan: The City Manager stated that the final statutory requirement to fulfill prior to adopting the new master plan was conducting the Public Hearing on the plan earlier in the meeting. He stated as required notice of the Public Hearing was published in the

August 19, 2012 edition of the *Sentinel-Standard Weekender*. He stated that no written comments regarding the proposed plan were received. Copies of the proposed plan were previously distributed to Berlin, Easton, Ionia and Orange Townships and Ionia County.

The City Manager also reported that the City Council did not adopt a Resolution requiring final approval of the master plan by Council. As a result, the Commission is the final adopting authority.

It was moved by Commissioner Cook, seconded by Commissioner Ulmer to adopt the following prepared Resolution:

WHEREAS, the City of Ionia has determined that it is necessary to update the City's 2007 Master Plan and that a new master plan is needed to guide the future development of the City; and,

WHEREAS, the Michigan Planning Enabling Act, being Act 33 of 2008, as amended, establishes the standards by which an update master plan must be prepared; and,

WHEREAS, the Planning Commission has been charged with the responsibility to prepare the new master plan; and,

WHEREAS, the Planning Commission conducted a Public Hearing on the proposed master plan at its September 12, 2012 regular meeting in accordance with the requirements of the Planning Enabling Act.

NOW, THEREFORE, BE IT RESOLVED, that the City of Ionia Planning Commission does hereby adopt the City of Ionia 2012 Master Plan.

MOTION CARRIED.

NEW BUSINESS

Master Plan Implementation Memo – Tim Johnson: As a follow-up to the August Planning Commission Meeting, Planning Consultant Johnson prepared a memorandum outlining ordinance change recommendations regarding the current RT Zoning District and the single family residential districts (R-1, R-2, R-3). The conclusions contained in his September 12, 2012 memorandum were as follows:

- 1) The Master Plan recommendation to delete the RT zoning district is not necessary and the current RT zone

should be retained. Minor language changes, however, should be made to the RT zoning district.

- 2) The provision which permits two-family dwellings in the R-1, R-2 and R-3 zoning districts should be removed from the zoning ordinance as recommended in the Master Plan.
- 3) The RT zoning district should continue to permit two-family dwellings on lots at least 8,000 square feet in size and in accordance with the requirements contained in Section 1274.09.

Commissioners discussed the recommendations. It was the consensus of the Commissioners to proceed with drafting a proposed zoning ordinance amendment which contains the changes identified in Planning Consultant Johnson's memorandum.

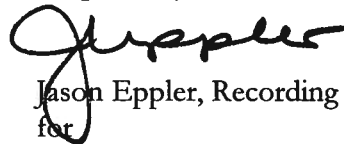
Commissioners also discussed other changes needed to the zoning ordinance based on the updated Master Plan. A lengthy discussion was held regarding Chapter 1278, Non-Conforming Uses, and the need to update these provisions. Commissioners requested that staff recommend an updated Chapter 1278 for the Commission's consideration.

COMMISSIONER COMMENTS None.

ADJOURNMENT

Upon a motion by Commissioner Cook, seconded by Commissioner Ulmer, the meeting was adjourned at 4:37 PM.
MOTION CARRIED.

Respectfully Submitted,



Jason Eppler, Recording Secretary

for
Boomer Hoppough, Secretary