

CITY OF IONIA
Planning Commission
September 9, 2020
Regular Meeting Minutes

CALL TO ORDER Chairperson Hoppough called the Regular Meeting of the City of Ionia Planning Commission for September 9, 2020 to order at 4:41 PM. The meeting was held virtually via Zoom.

ROLL CALL Roll Call revealed Commissioners Dave Cook, Boomer Hoppough, Judy Swartz and Ryan Videtich present. Commissioners Mike Donaldson, Tim Lee and Ted Paton were excused.

City Manager Jason Eppler and Planning Consultant Jan Johnson were also present as were several members of the public.

APPROVAL OF AGENDA Chairperson Hoppough reviewed the agenda with the Commission. After review, it was moved by Commissioner Cook, seconded by Commissioner Swartz to approve the agenda for the September 9, 2020 meeting as presented. **MOTION CARRIED.**

APPROVAL OF MINUTES The Commission reviewed the minutes of the August 12, 2020 Regular Meeting. After review it was moved by Commissioner Cook, seconded by Commissioner Swartz to approve the minutes of the August 12, 2020 Commission meeting as presented. **MOTION CARRIED.**

PUBLIC COMMENTS Chairperson Hoppough called for public comments.

David Bye, Arcanna, shared his thoughts regarding an adult use marijuana “opt in” ordinance and the importance to the community, from an economic development perspective, to enact the ordinance as soon as possible. He requested an accelerated schedule for recommending the proposed opt in ordinance to the City Council. The City Manager reviewed the proposed schedule as originally prepared by he, Chairperson Hoppough and Planning Consultant Jan Johnson. He advised that current efforts are about one month ahead of schedule.

OLD BUSINESS Crisis Shelter Homes – Zoning Ordinance Amendment: The proposed amendment, last reviewed by the Planning Commission at its March meeting, has been forwarded to the local RAVE Board of Directors for comment. To date, no comments have been received.

Discuss 2019 Master Plan Implementation Plan: The City Manager suggested that the Commission develop a Master Plan Implementation Plan covering the next five years in which the action items contained in the Master Plan are categorized in priority of completion based on short-term (1-2 years to complete); mid-term (3 to 4 years); and, long term (5+ years) planning periods. Commissioners were asked to review the action items contained in the Master Plan and share with the City Manager their top four projects for each planning period. A few Commissioners have completed this task.

Michigan Provisioning Center, LLC – Site Plan Approval – 420 South Steele Street – Provisioning Center Facility: The City Manager reported that this matter was before the Commission at its August meeting at which the Special Land Use Permit for the project was approved. He reminded Commissioners that although the site plan for the project was reviewed in August, approval was not granted since there were several items identified by Mrs. Johnson that needed to be addressed in an updated site plan. The City Manager further reported that the City received an updated site plan from the applicant about a week ago which was forwarded to Mrs. Johnson for review.

Chairperson Hoppough invited the applicant to provide an overview of the updated site plan. Holly Kaiser, on behalf of the applicant, reviewed with the Commission an updated site plan for the project. She reviewed the changes that were made from the previous site plan reviewed by the Commission. She also discussed the placement of the dumpster (moved to the north east side of the site) and site circulation. She also reviewed the changes made to the landscape plan (noting that landscape beds and islands will be curbed).

Mrs. Johnson reviewed with the Commission her review memorandum regarding the updated landscape plan for the project. She noted that the parking lot landscaping doubles as the front yard landscaping based on the layout of the site. She also noted that the landscape plan should be updated so that the landscaping on the neighboring site (Matcor) should be shown.

After discussion, it was moved by Commissioner Cook, seconded by Commissioner Videtich to approve the updated landscape plan dated September 6, 2020 for 420 south Steele

Street as prepared by Vison Vanguard Design. MOTION CARRIED.

The Commission discussed the new dumpster enclosure location. It was the consensus of the Commission that the approximate location of the new location is acceptable however the location of the dumpster enclosure needs to meet the 10' setback from the north property line. Ms. Kaiser advised that the dumpster enclosure can be moved south 10' which will result in the need to eliminate the two parking spaces south of the dumpster enclosure. These spaces will be relocated to the location south of the driveway opening to Steele Street.

The Commission also discussed the circulation along the west side of the site. Mrs. Johnson noted the need to shrink the size of the loading zone so that the 24' minimum size for the drive aisle is met. The Commission also discussed options for identifying the property line between 420 South Steele Street and the Matcor property (so that 420 South Steele Street customers do not use the Matcor driveway to Brown Boulevard). After a lengthy discussion, the Commission determined that decorative bollards and signage, placed in intervals that accommodate snow removal) be installed. The City Manager and Mrs. Johnson will determine the acceptable design in conjunction with Ms. Kaiser.

Mrs. Johnson noted that there remain a number of site plan "clean-up" related items that need to be made to the final site plan. She noted that these matters can be handled administratively. She also noted that there are a few changes/additions that need to be made to the project binder which also can be handled administratively.

It was moved by Commissioner Cook, seconded by Commissioner Swartz to approve the request submitted by Michigan Provisioning Center, LLC, for approval of its updated site plan (dated September 6, 2020) to convert the southern half of the existing building at 420 South Steele Street to a medical marijuana provisioning center facility based on the site plan complying with Site Plan Standards of Approval contained in Section 1276.07 of the City Code subject to the following conditions:

- Submitting remaining updated items to be included in the project binder as identified by the City's Planning Consultant;
- Landscape plan revisions as identified by the City's Planning Consultant;

- Relocation of the dumpster enclosure to meet the setback standards;
- Approval of the bollards and signage to be used along the west side of the property, identifying the property line between 420 South Steele Street and the Matcor property;
- Revising the size of the loading zone on the west side of the site to meet the 24' minimum size requirement;
- Site plan "clean-up" items as identified by the City's Planning Consultant in her final review of the updated site plan; and,

subject to final administrative approval of the site plan based on compliance with the Site Plan Standards of Approval contained in Section 1276.07 of the City Code and subject to the applicant gaining approval from the State of Michigan for licensure as a medical marihuana facility. MOTION CARRIED.

Adult Marihuana – Opt In Ordinance: The City Manager reminded Commissioners that the City Council, at its July 7, 2020 meeting, directed the Planning Commission to develop a zoning ordinance based "opt in" ordinance for adult use marihuana facilities. Ultimately, the goal is to have the proposed ordinance before the City Council for review at its January, 2021 meeting. The City Manager stated that as part of the packet for this meeting, a draft ordinance along with a special licenses summary memorandum were provided to Commissioners for review prior to the meeting. He asked Mrs. Johnson to review both the memorandum and draft ordinance with the Commission. He stated that there are several decisions that the Commission needs to make in order to generate the next draft of the ordinance for the Commission's review, which needs to occur at the October 14th meeting. Commissioners offered several suggestions for revisions/additions for the next draft.

COMMISSIONER COMMENTS None.

ADJOURNMENT

It was moved by Commissioner Swartz, seconded by Commissioner Cook to adjourn the meeting at 7:12 PM. MOTION CARRIED.

Respectfully Submitted,

Jason Eppler
 City Manager
 Recording Secretary for Dave Cook, Secretary