

**Village of Pinckney
Planning Commission Meeting
Minutes
Monday, January 7, 2019**

Call to Order: Vice Chairman C. Oliver called the meeting to order at 7:00 pm.

Roll Call:

Bridget Gergel – Absent
Ted Kinczkowski – Present
Diane MacDonald - Absent
Richard Mayernick – Present
Christine Oliver – Present
Donald Oliver – Present
Tom Pais - Present

Also Present:

Lucie Fortin, (Village Planner)
Michelle Brunner (Zoning Administrator, Recording Secretary)
Tom Dumond, PEA

Pledge of Allegiance

Approval of the Agenda:

Agenda needed proposed amendment of Condominium Developments to 152.266 added to agenda as item #1.

Moved by Commissioner Kinczkowski, seconded Commissioner D Oliver, to approve tonight's agenda as amended.

Yeas: 5 Nays: 0 Absent: 2
The motion carried.

Approval of the November 5, 2018 Minutes:

Motion by Commissioner Kinczkowski, seconded by Commissioner Mayernick, to approve the November 5, 2018 minutes as amended.

Yeas:5 Nays: 0 Absent:2
The motion carried.

Reports:

Chairman: Chairman MacDonald was absent.

Secretary / Vice-Chairperson: Vice Chairman C. Oliver had nothing to report.

Council Report: Commissioner Kinczkowski had nothing to report.

Zoning Administrator: Report will be in the Council packet this coming Thursday, January 10, 2019.

Public Forum:

Vice Chairman C. Oliver opened the Public Forum at 7:03 pm.

Responses: None

Public Forum was closed by Vice Chairman C. Oliver at 7:03 pm.

Public Hearing:

Vice Chairman C. Oliver opened Public Hearing at 7:03 pm.

Discussion: Lucie Fortin discussed the language for condominium ordinance regarding roadway outlets, street trees and street lighting.

Vice Chairman C. Oliver closed Public Hearing at 7:05 pm.

Agenda:

1. Proposed amendment of 152.266 Condominium Developments

Discussion:

- Commissioner Mayernick stated the only item he had was regarding the street trees, which were described as large. Large trees within the right of way can cause problems with sidewalks. Ms. Fortin stated she understood but larger trees are recommended to give clearance for line of sight.

The following Motion was offered by Commissioner Mayernick: "I move that the Planning Commission recommend that council approve the proposed amendments to section 152.266 condominium developments."

Support was offered by Commissioner Kinczkowski.

Bridget Gergel – Absent
Ted Kinczkowski – Yes
Diane MacDonald - Absent
Richard Mayernick – Yes
Christine Oliver – Yes
Donald Oliver – Yes
Tom Pais - Yes

Motion passed by Roll Call.

2. 450 N Howell (4714-23-301-004) Special Use Permit and Site Plan Review

Discussion about Special Use Permit:

- Ms. Fortin stated that for her review, all changes have been done and she is quite happy with the results. She feels the Special Land Use Permit can be approved tonight with stipulations regarding parking being set back and that any outdoor uses that are not currently identified would have to come back to Planning Commission to make sure it is okay. Also, the shared use parking would be limited to the paved area to the east of the building.
- Commissioner Kinczkowski asked about defining uses for the outdoor recreation. Ms. Fortin stated that we just don't know what it is going to be so

Planning would need to know what the specific use would be to make sure it is okay with the plan itself.

The following motion was offered by Commissioner Mayernick: "I move that the Special Land Use request for the Kril Sports Complex (450 N Howell – Parcel 4714-23-301-004) be approved subject to the following conditions:

- 1) Parking may be set back 10 feet from the street line abutting Hamburg St.
- 2) Outdoor recreational uses and improvements are prohibited until such time as the applicant submits and the planning commission approves proposed uses and improvements.
- 3) The shared parking will be limited to the paved area between the recreation building and the office building to the east.

Support was offered by Commissioner Kinczkowski

Bridget Gergel – Absent
Ted Kinczkowski – Yes
Diane MacDonald - Absent
Richard Mayernick –Yes
Christine Oliver – Yes
Donald Oliver – Yes
Tom Pais - Yes

Motion passed by Roll Call.

Discussion about Site Plan Review:

- Ms. Fortin stated that she felt they are meeting most of the requirements of her review. She would like to see some striped pavement markings to prohibit parking in the south east corner of the lot, or have the pavement removed. Also, Planning Commission will need to see the shared parking lot agreement from the owner before the final site plan is approved.
- Details with the engineers and DPW need to be worked out.
- Tom Dumond from PEA spoke regarding some items – as to the loading zone, they only anticipate small delivery trucks for a short amount of time so they will ask for a waiver for that item. The engineers are requiring soil borings but as they are only putting in pavement in a small area, they will ask for a waiver on the borings. The engineers are requiring a grease trap. The property owner will not have any food preparation so they don't feel they need that item and will ask for a waiver for that. If he puts in a kitchen down the road, he will put the grease trap in at that time. The dumpster will be shared with the neighboring parcel and they will do an agreement for it.
- When asked about the fire hydrant, Mr. Dumond stated they are going to work with the engineers on that, including removing the pavement that Ms. Fortin has asked to be removed.
- It was pointed out that the waiving of Technical Standards needs to be approved by Village Council.

The following Motion was offered by Commissioner Mayernick regarding the site plan review: "I move that the Final Site Plan for the Kril Sports Complex (450 N Howell, Parcel 4714-23-301-004) be approved subject to items number 1 through 5 on page #5 of the Village Planner's

December 13, 2018 report. Additionally, the requirement for the applicant to provide 2 off-street loading spaces is waived. Also, any technical waivers will need to be reviewed and approved by Village Council.”

Support was offered by Commissioner Kinczkowski

Bridget Gergel – Absent
Ted Kinczkowski – Yes
Diane MacDonald - Absent
Richard Mayernick – Yes
Christine Oliver – Yes
Donald Oliver – Yes
Tom Pais - Yes

Motion passed by Roll Call.

3. Master Plan Timeline

Ms. Fortin spoke regarding the Master Plan:

The Master Plan will be due in 2020 as the current one was adopted in 2015. Ms. Fortin helped us with the last one which was a complete rewrite. Planning Commission needs to consider a 5 year review. The process can take up to a year which is why we need to start thinking about it now. Planning Commissioners definitely all need to review the plan and Ms. Fortin supplied some questions to think about as it was read. At next meeting, be prepared to make a decision – no changes needed, change some items and amend it, or plan should be updated and rewritten. Once this is done, Planning should document the conversation and make a motion as to what we need to do, then discuss budget with council. The process comes from bylaws, which Ms. Fortin also summarized in her handout. Ms. Fortin is leaning toward amendment, but depends on budget. Homework for Planning Commission is to review the Master Plan.

Public Forum:

Vice Chairman C. Oliver opened the Public Forum at 7:33 pm. Madison Diehr, a student attending the meeting, asked what people need to bring in when having buildings approved. Commissioner Kinczkowski described all the items that someone would need to bring in and gave a short summary of the process. Public Forum was closed at 7:36 pm.

Member Discussion:

CIP plan meeting is tomorrow at 6pm and it would be nice for a PC member to attend.

MEDC/MML has money for a RRC \$25,000 grant and the Village will get a study for the DDA lot property.

Commissioner Kinczkowski stated he spoke to President Lavey about high speed internet (fiber) and he is going to start talking to different companies. Commissioner Mayernick asked about the fiber and why? It stems from discussions about what could the DDA do to make it more attractive for businesses. That is where faster internet came into play, and the ability to offer that as an option and perk to being in the Village. It could also maybe lead to being able to offer community wifi.

Vice Chairman D. Oliver asked if everyone would still have a choice about service and Commissioner Kinczkowski said he is still looking at the process.

Adjournment:

Moved by Commissioner Mayernick, seconded by Commissioner Kinczkowski, to adjourn the meeting at 7:45 pm.

Yeas: 5 Nays: 0 Absent: 2

The motion carried.