

**Village of Pinckney
Planning Commission Meeting
Minutes
Monday, April 16, 2018**

Call to Order: Chairman Diane MacDonald called the meeting to order at 7:20pm

Roll Call:

Bridget Gergel, Present
Ted Kinczkowski, Absent
Diane MacDonald, Present
Richard Mayernik, Present
Christine Oliver, Present
Donald Oliver, Present
Tom Pais, Present

Also Present: Michelle Brunner (Zoning Administrator), Heather Menosky (Recording Secretary)

Approval of the Agenda:

Motion by Commissioner Gergel, seconded by Commissioner Mayernik, to approve the agenda. The motion carried unanimously.

Approval of Minutes:

Motion by Commissioner D. Oliver, seconded by Commissioner C. Oliver, to approve the March 5, 2018 minutes. The motion carried unanimously.

Reports:

Chairman: Chairman MacDonald, no report.

Secretary / Vice-Chairperson: Commissioner C. Oliver, no report.

Council Report: Commissioner Pais stated that ZA Brunner's removal of the fees from multiple locations to one central Fee Schedule list was, "Simple and brilliant".

Zoning Administrator:

In addition to report to Council in packet:

Light of the World Academy – Chicken Permit questions
My question – who is taking care of the chickens in the summer?

Finished Training – Redevelopment Ready Communities Training – Best Practices by MEDC
We get our certification on May 14, 2018

Training for Commissioners – after 6 months you are eligible to take Citizen Planner course (village

policy). Offered in-person or online.

Finished Citizen Planner Course – 20 minute presentation (probably in June) for Master Citizen Planner

Tech Standards/Ordinance/Fee Schedule

Still working on checklists, forms and webpage.

Part of the RRC certification was streamlining processes.

Public Forum:

Chairman MacDonald opened the Public Forum at 7:25 pm. Public Forum was closed at: 7:25 pm. No responses.

Agenda:

- 1.) Public Hearing- Rezoning Parcel 4714-23-400-016

Commissioner Mayernik offered a motion to open the Public Hearing at 7:26pm, seconded by Commissioner D. Oliver. Motion carried unanimously.

Present for discussion were Diane Kay Hougaboom and William Hougaboom, property owners of 445 Dexter Pinckney Rd. (Parcel 4714-23-400-016)

Questions from Planning Commission and responses from Hougaboos were as follows, with DKH representing Diane Kay Hougaboom, WH representing William Hougaboom, and C representing the word Commissioner:

1. C. Donald Oliver asked if the property is connected to the Village water and sanitary sewer systems. DKH indicated that the house is not connected to the sewer system, but the water is connected.
2. C. Mayernik asked if architects had been consulted. DKH responded that it wasn't necessary as it was a non-conforming use. DKH also said that they have added doors to the existing structure, but there was no change to the footprint.
3. C. Mayernik asked if the Livingston County had been contacted in regards to the proposed changes. DKH stated that "it seemed like a poor use of resources" as the designs needed by the County would have to include parking spots in the number appropriate for either a single or a mixed use lot.
4. C. Mayernik stated that the County Building Department must be consulted as the project goes forward.
5. C. Donald Oliver asked if the owners had checked into the condition of the basement, as he had lived at the address previously and knew there had been issues. WH stated that the basement is dry now. DKH stated that they had the basement water sealed.

Motion to Close the Public Hearing was offered by Commissioner Mayernik and supported by Commissioner Gergel. Motion carried unanimously.

Chairman MacDonald called for any further questions/discussion. ZA Brunner stated that the Village Planner, Lucie Fortin recommended that Planning Commission recommend approval from the Village Council, to change the parcel from SBD to Office, and that the Parking changes should be reflective of

the change in the final site plan.

Commissioner Mayernik offered the following motion with support from Commissioner D. Oliver:

Finding the Application meets the criteria of section 152.461, the Village of Pinckney, Planning Commission recommends the approval of rezoning of parcel 4714-23-400-016 (445 S. Dexter street from Secondary Business District to Office District.

Motion carried by a roll call vote; 6 in favor, 0 opposed, 1 absent.

2.) Preliminary Site Plan Review for IHA Medical Building

Presentation:

1. Lowell Sprague from IHA introduced the project.
2. Holly Osterhout and John Eckstein of Lindhout Associates presented a video and spoke to the project.
3. Patrick Cleary of Boss Engineering addressed tech and design questions.

ZA Brunner presented Planner Fortin's list of concerns. The following is a list of her concerns and in bold print you will find the responses from the presenters:

1. Addition of the Dexter-Pinckney Road right-of-way line. **Patrick will look into this.**
2. Revision of the statistical data. **Will be addressed in Final Site Plan.**
3. Approval from the Livingston County Road Commission for the new driveway. **The Livingston County Road Commission has already approved the driveway site distance, in regards to the orientation of the traffic control light and the driveway to Pinckney High School**
4. Addition of a sidewalk connection and ramp to the street at the intersection with the High School entry drive. **Will consider with more information.**
5. Consideration of the addition of a pedestrian path connecting to the adjacent residential subdivision. **They looked at it in person and the children do not cross the IHA property.**
6. Provision of information to support the increased number of parking spaces. **Holly will provide documentation explaining how the numbers were gleaned from other IHA property reports.**
7. Supplemental plantings along both the north side of the building and the edge of parking spaces. **Problematic due to the utility corridor located around the North West corner of the building.**
8. Addition of shrubs and shade trees to soften the view from the road and frame the building. **Will consider.**
9. Consider the use of a swale seed mix within the stormwater forebay basins located in the front of the property. **Will consider.**

10. Review and approval by the Village Engineer, Village DPW, and Fire Marshal

Other discussion: Waivers for additional parking and loading/unloading zone will be addressed at final site plan. Impact Assessment Report is not required. Matt at Wolverine reviewed this as though it were a Final Site Plan rather than Preliminary so his recommendation to postpone was unnecessary.

Motion offered by Commissioner Mayernik and supported by Commissioner Pais, to approve the Preliminary Site Plan, subject to Lucie Fortin's aforementioned list being satisfactorily addressed. As well as Wolverine Engineering Review items, ZA Review items, DPW's Review items and the Fire Marshal's items as listed in the packet.

Motion passed via roll call; 6 in favor, 0 opposed, 1 absent.

Public Forum:

Chairman MacDonald opened Public Forum at 8:15 and closed the Public Forum at 8:15pm. There were no responses.

Member Discussion:

Kril Sports Complex will be on the next agenda as they are asking for conditional rezoning of parcel 4714-23-301-004/ 450 N. Howell, from R4 to SBD. A one page plan and the conditions will be sent out.

The next meeting is Monday, May 7, 2018.

Adjournment:

Motion by Commissioner C. Oliver, seconded by Commissioner D. Oliver, to adjourn the meeting at 8:25pm. The motion carried unanimously.