

**REGULAR PLANNING COMMISSION MEETING
MINUTES**

FEBRUARY 11, 2016

**THE REGULAR MEETING OF THE RICHMOND PLANNING COMMISSION
WAS CALLED TO ORDER ON THURSDAY, FEBRUARY 11, 2016, AT 7:00
P.M., BY CHAIRMAN McCLELLAN.**

ROLL CALL

Present: Frank, Kaminski, McClellan, Moore, Pentzien, Rix, Weinert

Absent: Durkee, Zink

Others: City Planner Jeschke, City Clerk Stagl

Visitors: Roy Rose, John Koch, Gerald Bauman

APPROVAL OF MINUTES

Motion by **Rix**, seconded by **Kaminski**, to approve the minutes of the December 10, 2015, regular meeting as presented.

All yeas

Motion passes

AUDIENCE PARTICIPATION

None.

CORRESPONDENCE

- City Council Meeting Minutes of January 4, 2016
- City Council Quarterly Roundtable Meeting Minutes of January 7, 2016
- City Council Meeting Minutes of January 18, 2016

Motion by **Pentzien**, seconded by **Kaminski**, to receive and file the correspondence as presented.

All yeas

Motion passes

ADOPTION OF AGENDA

Motion by **Moore**, seconded by **Kaminski**, to adopt the Agenda as presented.

All yeas

Motion passes

PUBLIC HEARING

None scheduled.

ITEMS FOR CONSIDERATION

B-1. SPR-01-2016/Site Plan Review/Medical Office Building at 67267 Main Street/M19 Development LLC.

City Planner Jeschke informed the Commission that the applicant was proposing a 20,525 square foot medical office building on 5.5 acres of property. The site is part of the remaining portion of the property once owned by Lumberjack and is 12.29 acres in total area. The property has two zoning classification, the Main Street portion is zoned B-3 and the rear portion is zoned RM-1. The property has approximately 280 feet of frontage on Main Street and 60 feet of frontage on 31 Mile Road. The applicant is currently only proposing to develop the commercial property.

Analysis as follows:

Zoning Conformance – The proposed use is permitted in the B-3 District.

Site Conformance – The proposed development meets all the dimensional standard requirements.

Off Street Parking and Loading – The applicant is proposing 144 parking spaces, which is over the required number of parking spaces. The Planning Commission can waive this requirement if they determine that additional parking is necessary to accommodate the use on a typical day of operation, based upon evidence supplied by the applicant. The applicant has provided justification for the amount of parking spaces provided and the Planner feels that the evidence is relevant and would warrant exceeding the maximum parking requirements.

Access Management – The applicant is proposing one new driveway cut for the entire development. The proposed location is the best possible alternative as it will not interfere with the intersection of Muttonville Lane and Main Street or other private driveway locations.

Landscaping – The landscaping that is being proposed does not meet the letter of the ordinance; however, it does meet the intent and does provide adequate shielding of the property from the surrounding properties. The proposed site will have a detention basin. The ordinance requires that detention basins have a perimeter greenbelt buffer. The proposed detention basin is along the western property boundary and does have buffering on three sides. It does not have a buffer on the interior side between the detention basin and parking area. The Planner is recommending a buffer directly adjacent to the parking area that would also provide shade for the parking lot.

Building Composition – The proposed development is in compliance with the building design and composition section of the ordinance.

Signs – No wall sign is being proposed at this time. A monument sign which is in conformance with the sign ordinance requirements is being proposed.

Exterior Lighting – The applicant is proposing parking lot lighting. The applicant has not provided a photometric plan. The City Planner is requesting a revised photometric plan be submitted for the entire site.

City Planner Jeschke informed the Commission that the site plan was provided to the Fire Department, Police Department and Department of Public Works. Only the Department of Public Works has returned their comments.

All Commissioners expressed concern with the single access to this site. Traffic in this area is already a problem during the morning and evening rush hours. Discussed the possibility of allowing vehicles to only make a right turn on Main Street when exiting this facility. It was indicated that this facility would not significantly contribute to the morning/evening traffic rush, since medical facilities typically saw patients by appointment, therefore the traffic to/from this facility would be steady throughout the entire day.

Roy Rose informed the Commission that he has spoken with MDOT regarding the access to this site from Main Street. MDOT has informed him that the proposed location of the access is the only location that they would approve.

Pentzien did express concern with only having once access area to the gym area in physical therapy, in the case of a fire. Mr. Rose has agreed to add another access point from this location.

Overall Commissioners liked the look of the facility and that it would be a great addition to the Community.

Motion by **Moore**, seconded by **Pentzien**, to approve the requested Site Plan Review for a proposed 20,525 square foot medical office building on 5.5 acres of property located at 67267 Main Street, subject to the following conditions:

1. The landscape plan shall be amended to indicate a minimum of one (1) tree and five (5) shrubs per 30 each lineal feet of planter; along the western edge of the parking lot between the parking area and the detention basin.
2. Prior to the issuance of any building permits, the applicant shall submit a revised photometric plan for the entire site that conforms to Article 14 of the zoning ordinance.
3. Prior to the issuance of any building permits, the applicant shall comply with all conditions as required by the city engineering consultant, Tetra Tech.

4. The applicant shall coordinate with the public works department on all requirements for the tapping of the water line for the new fire hydrant as well as any easement that may be required.
5. The applicant shall coordinate with the public works department on tapping of the sanitary sewer system as well as any easements that may be required.
6. The applicant shall work with City Staff on revised lighting more consistent with the City's current decorative streetlights.

All yeas

Motion passes

MISCELLANEOUS MATTERS FROM THE CITY STAFF

Manager Moore – Pound Road project is out for bids. We will award the bid at the first meeting in March.

- Receive bids on the Tennis Court Project

Planner Jeschke – Distributed information regarding the St. Clair County Workshop – requested that any Commissioners interested in attending contact him.

COMMENTS FROM CHAIRMAN AND COMMISSION MEMBERS

Rix – Commented on the passing of Walter Winkle.

Pentzien – Welcomed George Frank to the Commission.

ADJOURNMENT

Motion by **Frank**, seconded by **Moore**, to adjourn the regular Planning Commission Meeting at 7:52 p.m.

All yeas

Motion passes

Respectfully submitted:
Karen M. Stagl
City Clerk