

APPROVED 09/10/2020
REGULAR MEETING
PLANNING COMMISSION
MINUTES

AUGUST 13, 2020

THE REGULAR MEETING OF THE RICHMOND PLANNING COMMISSION WAS CALLED TO ORDER AT 7:02 P.M., ON THURSDAY, AUGUST 13, 2020, BY CHAIRMAN McCLELLAN

ROLL CALL

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

Absent: Zink

Others: City Planner Jeschke, City Clerk Stagl

Visitors: DPS Director Goetzinger

APPROVAL OF MINUTES

Motion by **Rix**, seconded by **Frank**, to approve the minutes of the July, 2020, regular meeting as presented.

All yeas

Motion passes

AUDIENCE PARTICIPATION

None.

CORRESPONDENCE

City Council Meeting Minutes of June 15, 2020

City Council Meeting Minutes of July 6, 2020

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

All yeas

Motion passes

ADOPTION OF AGENDA

Motion by **Frank**, seconded by **Zink**, to adopt the agenda as presented.

All yeas

Motion passes

PUBLIC HEARING

None.

ITEMS FOR CONSIDERATION

B-1. PIR-01-2020/City of Richmond/Request for a Public Improvement Review

City Planner Jeschke informed the Commission that the City of Richmond was request a Public Improvement Review of a proposed mill and resurface of Ridge Street between Main Street and the western City limit, pursuant to Section 61(1) of the Michigan Planning Enabling Act (P.A. 33 of 2008, as amended).

The scope of work includes milling 1 ½” of existing HMA pavement and replacing it with 1 ½” of new HMA wearing course. Sidewalk ramps will be replaced to meet current ADA standards. Four driveway approaches not meeting the City’s current material standards will be replaced with 6” concrete pavement. Minor curb repairs are anticipated. Approximately 100’ of curb will be replaced at the Macomb Orchard Trail crossing for drainage improvements.

Motion by **Rix**, seconded by **Frank**, to approve the Public Improvement Review (PIR-01-2020) of the proposed milling and resurfacing of Ridge Street between Main Street and the western City Limit.

All yeas

Motion passes

B-2. Review of Planning Commission By-Laws and Rules of Procedures, possible changes to the document

City Planner Jeschke informed the Commission that the current bylaws and rules of procedure were outdated. The Commission was presented with recommendation to bring the bylaws and rules of procedure into complaint with the Michigan Planning Act.

The City Manager and City Planner will work on revising the language to address how the Planning Commission handles items with and without public hearings.

B-3. Election of Officers

Motion by **Kaminski**, seconded by **Frank**, to nominate Commissioner Zink as vice chairperson of the Planning Commission for Fiscal Year 2020-2021.

All yeas

Motion passes

Motion by **Kaminski**, seconded by **Frank**, to nominate Commissioner McClellan as chairperson of the Planning Commission for Fiscal Year 2020-2021.

All yeas

Motion passes

Motion by **Frank**, seconded by **Majchrzak**, to nominate the City Clerk as the secretary of the Planning Commission.

All yeas

Motion passes

B-4. Review of the Streetscape Design Guidelines

Planning Commissioners were presented with the Business District Master Plan, the Streetscape Framework Plan and the Streetscape Design Guidelines.

City Manager Moore gave an overview of the Plans: when they were developed and what the process was to develop the plans.

The documents were developed to help guide the Community in reviewing plans. Many of the documents were developed by committees made up of members from Council, EDC, TIFA, Planning Commission and representatives from the business Community.

There have been several new members on the Planning Commission that may not be familiar with the efforts made to develop these plans.

Administration wanted to review these documents with the Planning Commission as they can often provide guidance when reviewing site plan.

McClellan questioned if the Commission could prevent a developer from using an undesirable material or paint color on their building. City Planner Jeschke informed the Commission that they could strongly recommend a different choice or they could deny the applicant any TIFA funding.

Kaminski stated that he felt the City's current slogan 'With time for You' was out of date – he suggested '19th Century Charm, 21st Century Amenities'

No action required.

MISCELLANEOUS MATTERS FROM THE CITY STAFF

APPROVED 09/10/2020

Troy informed the Commission that a Special Use Permit request would be coming before the Commission at the September meeting.

CHAIRMAN AND COMMISSION MEMBERS

Kaminski – Questioned if anything could be done about the old gas station at 31 Mile Road and Gratiot. City Manager Moore informed the Commission that the City has actively been charging the owner with all form of blight violations.

Weinert – Informed the Commission that the Historical Society is awaiting word on a grant they submitted for a shed to house antique farm implements.

Frank – Questioned what was happening with the old funeral home building on Main Street. City Manager Moore informed the Commission that this building was owned by Laser Mark-It. They would sell the building if the right offer came through.

McClellan – Discussed the outdoor seating area for the Village Café that was approved by the Commission. The area being used is larger than the area approved by the Commission. The size of the area, along with the utility pole being relocated, he feels creates an unsafe outdoor seating area – some type of solution needs to happen to provide a safer environment for the outdoor dining patrons.

Rix – Informed the Commission that a new firework ordinance would have its' second reading on August 17th.

ADJOURNMENT

Motion by **Frank**, supported by **Kaminski** to adjourn the Planning Commission Regular Meeting at 8:40 p.m.

All yeas

Motion passes

Respectfully submitted:

Karen Stagl
City Clerk