

CITY OF CHARLEVOIX
PLANNING COMMISSION MEETING MINUTES
Monday, January 13, 2020 - 6:00 p.m.
210 State Street, City Hall, Council Chambers, Charlevoix, MI

A. Call to Order/Pledge of Allegiance

The meeting was called to order at 6:00 p.m. by Vice Chair Waddell.

B. Roll Call

Vice Chair: RJ Waddell

Members Present: Toni Felter, Brian Gelb, David Gray, Dennis Halverson, Jennifer Muladore, Philip Parr

Members Absent: Sherm Chamberlain, Ben Edwards

Staff Present: Kathy Egan, Community Development Director; Jennifer Neal, Community Planner; Jonathan Scheel, Zoning Administrator

C. Inquiry into Potential Conflicts of Interest

D. Approval of Agenda

Vice Chair Waddell recommended postponing Item G-1 until the Chair could be present at the next meeting.

Motion by Member Gray, second by Member Parr to approve the Agenda as amended. Motion passed by unanimous voice vote.

E. Approval of the Minutes

1. December 9, 2019 Meeting Minutes

Motion by Member Felter, second by Member Muladore to approve the minutes of December 9, 2019 as presented. Motion passed by unanimous voice vote.

F. Call for Public Comment Not Related to Agenda Items

G. New Business

1. Election of Officers

Item postponed to next month's meeting.

2. Site Plan Review: Midtown Development, Inc., 115 Pine River Lane – Residential Development

Vice Chair Waddell explained that units 1–8 are still duplexes with a wall separating the duplexes and units 9–14 are now duplexes separated by first floor and second floor units (smaller square footage with single bedrooms.) In this new proposal the road is 24' wide which meets the standards. He stated that there was a sidewalk included in front of all the buildings. He noted that the proposal included a fire suppression system and he referenced the new letter from the Fire Chief approving the revised plans on 12/20/19. Vice Chair Waddell stated that they received a letter after last month's meeting from Mr. Golski about the front of the property lines. He stated what looks like a street going between the houses on the plans is actually a driveway and not a street. He referenced sections of the Pine River ZA Report regarding the setbacks.

Member Muladore questioned if the Commission was supposed to be considering the information as revisions of the previous plan. Zoning Administrator Scheel stated they were looking at the exact same buildings (units 1–8) from the last meeting; and units 9–14 were smaller one-bedroom units.

The public hearing was opened and closed as there were no public comments.

Motion by Member Felter, second by Member Gray to approve Project 2019-3-SP without conditions based on significant findings of fact that prove that the project does meet the review standards in Section 153.235. Motion passed by unanimous voice vote.

3. Residential Building Size

Vice Chair Waddell advised that City Council asked the Planning Commission to consider whether a maximum residential building size (10,000 – 15,000 sq. ft.) is appropriate for the City. Zoning Administrator Scheel referenced the 30,000 sq. ft. residence that was the result of combining several lots and Planner Egan commented that it was a question of keeping the buildings in scale with each other.

Vice Chair Waddell questioned how many houses exceeded 10,000 sq. ft. Zoning Administrator Scheel stated that the data would be compiled in the assessor's office. He said that the R-1 district includes many larger waterfront homes at 10,000 to 15,000 sq. ft. Member Halverson questioned if Planner Egan had knowledge of maximum sq. footage restrictions in other communities and she indicated that generally size was addressed with setbacks and height restrictions.

Discussion ensued regarding Council's reason behind wanting to limit square footage which prompted several questions from the members. Planner Egan stated that staff will continue to research this issue, answer the Commission's questions, and give some examples of what square footage looks like on the ground. Vice Chair Waddell requested the number of homes in the City that are over 15,000 sq. ft.

H. Old Business

1. Rooftop Usage Discussion

Community Planner Neal stated that Traverse City's zoning code considers rooftop uses as accessory to a permitted primary use located in an attached building. She further reviewed Traverse City's regulations including: building height, design considerations, historic district, and buildings within their downtown district are not required to provide parking. She stated that the Historic District Commission reviews projects before they go before the Traverse City Planning Commission. Discussion followed regarding Traverse City's regulations and current Charlevoix zoning regulations.

Community Planner Neal reviewed ordinances from the cities of Grand Rapids and Royal Oak as well. She stated many cities look at rooftop usage as outdoor dining uses. Planner Egan suggested for next month they could focus on the impacts of rooftop uses on residential neighbors and bring back potential standards for the Commission to consider.

I. Staff Updates

Planner Egan stated that the Commission's March meeting conflicts with the Presidential Primary Election so the meeting location may change.

J. Request for Next Month's Agenda or Research Items

K. Adjournment by 8:00 PM Unless Extended by Motion

Motion by Member Felter, second by Member Gelb to adjourn the meeting. Motion passed by unanimous voice vote. Meeting adjourned at 7:01 p.m.

Joyce M. Golding/fgm

City Clerk

RJ Waddell

Vice Chair