

**CITY OF WIXOM
49045 PONTIAC TRAIL
PLANNING COMMISSION MEETING
MONDAY, AUGUST 27, 2018**

Approved
Sept 24, 2018

The meeting was called to order by Chairman Day of the Planning Commission at 7:30 p.m. at which time allegiance was pledged to the American flag.

PRESENT: William Day (Chairman), Phillip Carter, Anthony Lawrence, Joe Barts, Peter Sharpe, Ray Cousineau and Sandro Grossi

ABSENT: None

OTHERS: Carmine Avantini (CIB Planning) and Nancy Fisher (Recording Secretary)

Determination of a Quorum:

A quorum of the Planning Commission was present for this meeting.

Agenda:

No additions or changes were made to the agenda.

Approval of the August 8, 2018 Planning Commission Meeting Minutes:

MOTION and seconded by Commissioners Lawrence and Carter to approve the August 8, 2018 Planning Commission Meeting Minutes.

VOTE:

MOTION CARRIED

Correspondence:

City Manager Update – August 14, 2018

Call to the Public:

There were no comments made by the public.

Unfinished Business:

There was no unfinished business listed on the agenda for this meeting.

New Business:

1. **MASTER PLAN UPDATE: FUTURE LAND USE MAP REVIEW.** On July 16, 2018 the Planning Commission and the City Council held a joint meeting to discuss changes to the proposed Future Land Use Map, which is a component of the Master Plan. A revised Future Land Use Map has been distributed for Planning Commission review and discussion prior to making corresponding text changes to the Master Plan. Carmine Avantini, AICP, from CIB Planning will be in attendance to review the map with the Commission.

Mr. Avantini noted that he has been working on final text changes to the Plan. He wanted to verify the changes made to the map since the last meeting including the property formerly requested as a Planned Unit Development (PUD) which got changed back to single-family (the school and Castle property). The Diffin-Umlor building next to Wendy's on the southeast corner of West and Wixom Roads has been changed to Commercial instead of Industrial since the owner felt that was a better option.

One of the bigger changes was along Twelve Mile Road near Grand River. It was switched to IRO or similar Mixed Use. However, since that has been developing to General Business, he felt it was best to

keep those that way. Those are the primary changes. Another change where Twelve Mile approaches Beck Road. That was General Business and is now shown as Industrial which ties into other industrial properties there. There are a lot of wetlands on that site. Chairman Day confirmed with Mr. Avantini that is the east side of Beck Road and that there were no changes made to the Village Center Area (VCA) boundaries. Everything else remained the same. The commercial on the east side of Wixom Road north of Alpha Drive that goes to the Marathon mini-mart is still on there and shown as such.

Commissioner Carter noted that they added one very small piece of VCA which is just to the east of the City's Civic Center. Mr. Avantini noted that was previously multi-family but is too small for that. Chairman Day asked about the piece on the southeast corner of Maple and Wixom Roads. Mr. Avantini said that is still part of the VCA which does not change its current or future use. Commissioner Carter noted that the area where the two dentists are located was single-family. Mr. Avantini asked whether the Commissioners have any thoughts or suggestions. He noted that they will see this again as part of the Master Plan update. If they are okay with it, it will be scheduled for a public hearing. Chairman Day noted that it appears to be in line with the recent joint Planning Commission/City Council meeting. Commissioner Carter noted that it does more of what he envisioned and that it is more of a future plan.

Chairman Day noted that the northwest corner of Charms and Wixom Roads is shown as single-family. However, wouldn't that be Commercial? Mr. Avantini said that he could change it. They will see a site plan and there will be a preliminary development meeting to turn it into a child daycare center subject to Consent Judgment. Chairman Day asked whether it would still be regulated by the Consent Judgment should the daycare eventually go out of business. Commissioner Carter noted that even if that developer decided to sell the property, the Consent Judgment runs with the property. Mr. Avantini noted that Ms. Barker had discussions about the property at the southeast corner of Loon Lake and Wixom Roads. The owner wants to sell but the Consent Judgment calls for it to be Commercial. However, there is a huge demand for commercial. Maybe someone will want to revert it back to residential. The Consent Judgment, as is, has offices and commercial. It is a 3-acre parcel but the City owns a lot in the subdivision which connects to it. Eventually it could be accessed from inside it. Commissioner Carter asked whether that should not be colored something other than single family on the map. Mr. Avantini said it is ruled by the Consent Judgment. He is trying to figure out what would have to be done if someone wanted it single family. Chairman Day suggested leaving anything covered by Consent Judgment as Master Plan for the overlying zoning. That way they might think twice before they come in and knock down a daycare and put in a Walgreen's. Mr. Avantini noted that you want to make sure you have the appropriate designation. Commissioner Carter asked whether the school properties should be colored light blue/Public. Chairman Day noted it is light blue/Public in the cemetery and for the Sibley House. Wixom Elementary is VCA. Mr. Avantini said that Sarah Banks is single-family residential. He will get the changes tied to the text.

- 2. DRAFT ORDINANCE AMENDMENT: VCA, VILLAGE CENTER AREA DISTRICT.** The Planning Commission has been provided with proposed Zoning Ordinance amendments to the VCA, Village Center Area District. They are intended to provide a stronger relationship between the VCA Master Plan and the location of uses; add Conditional Uses as replacement for some of the Special Land Uses; clarify the ability of the Planning Commission to grant dimensional waivers; and add specificity to allowed exterior building materials. Carmine Avantini, AICP, from CIB Planning will be in attendance to review the map with the Commission.

Mr. Avantini noted that the VCA Master Plan has been challenging. In the VCA district, a wide variety of uses are allowed but it does not mean you want them wherever they want to go. You do not want retail/commercial on Maple Road but it might be more appropriate for Wixom Road and Pontiac Trail. He always looks at the master concept plan which is his guide. When this was originally written, the two

were not tied together. This statement ties this district into that map and provides greater protection. They made some of the uses which were either permitted or special land uses conditional uses since it makes it easier to put them in where appropriate. That includes senior apartments, etc. Each one of those has standards but it means the use is only permitted if you meet those conditions. Bed and breakfasts should be included as well. Chairman Day noted that three of the uses move from permitted to conditional and only one moves from conditional to permitted. Mr. Avantini noted that it makes it easier for them to open. Commissioner Carter asked whether he wants to do that with funeral homes. Mr. Avantini said no, it should be bed and breakfasts. Chairman Day confirmed that would go from permitted to conditional. Mr. Avantini said it is not that big of a deal in this district.

Chairman Day noted that he recently heard a news story about Airbnb. He noted that traditional bed and breakfasts are regulated but Airbnb's are not. With Airbnb's, you have non-resident owners renting their space without regulation. Has that been addressed in the City's Ordinances? Mr. Avantini said that is likely to be addressed at the state level and there has been a lot of discussion and debate surrounding this issue. The State could step in and pre-empt them. Chairman Day said that he does not know whether the State legislature will be particularly proactive on this issue.

Mr. Avantini highlighted a change on page 7-9. The Planning Commission can approve waivers to the dimensional requirements as long as it meets the intent of the VCA instead of sending it to the Zoning Board of Appeals (ZBA). Chairman Day noted that was done for Alexander's Pizza. Mr. Avantini said it could include any design requirements (building height, etc.).

Mr. Avantini noted the change on page 7-10 was to make sure that vinyl siding was removed since it is strongly discouraged on commercial buildings. They can do Hardi-plank or cement board if they want. Chairman Day noted that EFIS cannot be the predominant building material.

Mr. Avantini noted that there are design standards in the Ordinance and separate design guidelines. When looking at both, if there is a conflict, the more stringent of the two would apply.

Chairman Day favors the changes and thinks they make sense.

Mr. Avantini noted that there is another Ordinance change he would like to send through. It is something that has been a hindrance. This was a change that former Mayor Hinkley wanted. If you have a site condo, you have to go through Planning Commission and City Council and then Planning Commission again. They go through that process twice. In other communities, if you meet the Ordinance requirements, you get approved by the Planning Commission. At a minimum, you could have preliminary approval for the first plan and final approval by the Planning Commission. You have to look at whether that is a wise use of City monies. Chairman Day said that he understands; however, sometimes projects which effect the general public do not necessarily get noticed until later on in the process. Let it go to City Council so that we do not give the impression that things are not getting proper oversight. He does not see why City Council has to see the preliminary plans. However, give an opportunity for anyone who wants to speak to it. In most cases, it should not take a significant amount of City Council time. Mr. Avantini said the way other communities handle it, City Council is involved in the preliminary plans. He recommends that the preliminary goes to City Council and the Planning Commission and the final would go to the Planning Commission. Commissioner Barts expressed concerns about it eliminating the opportunity for citizens to address the officials. Mr. Avantini noted that there would be a public hearing at both the Planning Commission and the City Council on the preliminary plans. He does not think there will be a lot of public comment on the site plan but more on the final plan which includes things like road configuration, buffering, etc. Chairman Day asked how the public hearing is noticed. Is it published in *The Spinal Column*? And do nearby residents receive letters from

the City? Mr. Avantini said it is published in *The Spinal Column* and residents within 300 feet of the site are sent letters.

Commissioner Cousineau confirmed with Mr. Avantini that this change to the review process was made at the request of City Council. Commissioner Cousineau noted that if City Council only sees this once at preliminary, they better be satisfied with it. Otherwise, the Planning Commission becomes the final arbiter. Mr. Avantini noted that the preliminary plan includes the lot configuration, roads and how it will look. The final would include things like fencing, plants and lighting. By the time it gets to final for the Planning Commission's review, most of the big things have been handled. Commissioner Cousineau noted that it will expedite the review process for the developer but it will entail more work during the review stage including interacting with outside agencies. If something happens between the preliminary and final; i.e., with the Department of Environmental Quality (DEQ) and it alters the design, then what? Whose call is that? Mr. Avantini said that he has set up the review process to get the agencies involved early. When the State is involved, he invites them to pre-development meetings and gets them involved early. Commissioner Barts asked whether the agencies have committed to participating in this way. Mr. Avantini said they have not. He noted that he asks applicants to meet with the agencies before they come in for Planning Commission review if that is warranted. Commissioner Carter noted that the requirement is that State agencies be invited to attend but they cannot be forced to do so. Mr. Avantini noted that the goal is to make the City developer-friendly/investor-friendly. You want to make the process as smooth as possible.

Chairman Day confirmed with Mr. Avantini there will be a proposed Ordinance to drop City Council approval of final site plans and that City Council will have to approve that.

Call to the Public:

None.

Staff Comments:

Mr. Avantini noted that they are having a staff shortage in the Building Department due to maternity leave and medical injuries. Ms. Raddatz is not due back until October 1, 2018.

Commission Comments:

Commissioner Carter asked about the status of the parking lot expansion on the west side of Wixom Road and Wainstock. Is that tied into the police parking lot? Mr. Avantini said it is a separate project. He has been going back and forth with Diffin-Umlor regarding the angled, 90-degree parking. He passed on the recommendations of the City's traffic consultant. They are only losing 6 spaces. They are trying to maximize parking. Commissioner Carter noted that it is a one-way thoroughfare and that all you can try to do is plan in advance. Mr. Avantini said it is a matter of safety.

ADJOURNMENT:

This meeting of the Planning Commission was motioned and adjourned at 8:16 p.m.

Nancy Fisher
Recording Secretary