

**Village of Mackinaw City
Regular Meeting
Planning Commission
January 28, 2010
Approved Minutes**

Members: Rob Most (Chairman), John Riemer, Bo Whipkey, Florence Tracy, Mary Clark,
Paul Allers, and Nancy Dean

Staff: Jeff Lawson (Village Manager)

Guests: Sandy Planisek, Chris Brown, Dave McFarland

PUBLIC HEARING	
	<p>Call to Order and Welcome</p> <p>Chairman Most opened up the Public Hearing at 7:00 p.m. Planning Commission members present were Most, Riemer, Whipkey, Tracy, Clark and Allers. Absent – Dean.</p>
1	<p>Special Use Permit, 2010-SU-001, Lieghio Queens Ltd.</p> <p>The Special Use Permit application requests the removal of seven existing cabins with the construction of ten new cabins/hotel units at 714 South Huron Avenue, Mackinaw City.</p> <p>There were no public comments presented.</p>
2	<p>Special Use Permit, 2010-SU-002, Mackinaw Homes, Inc. – Lieghio</p> <p>The Special Use Permit application requests the construction of seven employee housing units at 604 Third Street, Mackinaw City.</p> <p>There were no public comments presented.</p>
<p>Motion Clark seconded Allers to close the Public Hearing at 7:05 p.m. Voice vote – all ayes. Absent – Dean. Motion carried.</p>	
SPECIAL MEETING	
1	<p>Call to Order and Welcome</p>
2	<p>Roll Call</p> <p>The meeting was called to order at 7:05 p.m. by Chairman Most.</p> <p>Roll call members present: R. Most, J. Riemer, B. Whipkey, F. Tracy, M. Clark, and Allers. Members Absent: N. Dean</p>
3	<p>Pledge to Flag</p>
4	<p>Approval of Minutes</p> <p>Motion Clark seconded Tracy to accept the minutes of the meeting held on January 14, 2010, as amended. Voice vote – all ayes. Absent – Dean. Motion carried.</p>
5	<p>Public Comment</p> <p>There were no public comments presented.</p>
6	<p>NEW BUSINESS</p>
6 a	<p>Special Use Permit, 2010-SU-001, Lieghio Queens Ltd.</p> <p>Staff provided an overview of the zoning regulations for special use permits and criteria for development under the Village’s Zoning Ordinance Section 4-118 and Section 23-105. The permit calls for the</p>

	<p>removal of seven existing cabins with the construction of ten new cabins/hotel units at 714 South Huron Avenue, Mackinaw City.</p> <p>The findings of fact identified were:</p> <ul style="list-style-type: none"> -Public access does not adversely affect traffic flow. -No entrances are being constructed. -Each unit contains a minimum of 250 square feet. -Lighting and screening does not apply. -There are no new amenities. <p>Based on the plans presented and the proposed findings of act, the proposed development conforms to the Special Use Permit Requirements.</p> <p>Motion Clark seconded Allers to approve Special Use Permit, 2010-SU-001, Lieghio Queens, Ltd., 714 S. Huron Avenue, Mackinaw City, as presented.</p> <p>Most called for a roll call on the vote as follows:</p> <p>Ayes - Allers, Tracy, Clark, Riemer, Whipkey, and Most</p> <p>Nays – none</p> <p>Absent – Dean</p> <p>Motion carried.</p>
6 b	<p>Site Plan Review, 2010-SP-001, Lieghio Queens, Ltd.</p> <p>The applicant is requesting approval to remove seven existing cabins with the construction of ten new cabins/hotel units. Staff reviewed the following:</p> <ul style="list-style-type: none"> -There are 147 parking spaces with 137 required. -Parking spaces that are grandfathered. -There are no changes to the surface drainage. -Revisions conform to green space requirements. -Height elevation meets the required 45 feet requirement. -Rooms are a minimum of 250 square feet. <p>Clarification of residential and commercial construction codes were addressed.</p> <p>Motion Allers seconded Clark to recommend to the Village Council to approve Site Plan, 2010-SP-001, Lieghio Queens, Ltd., 714 S. Huron Avenue, Mackinaw City, as presented.</p> <p>Most called for a roll call on the vote as follows:</p> <p>Ayes – Riemer, Allers, Whipkey, Most, Clark, and Tracy</p> <p>Nays – none</p> <p>Absent – Dean</p> <p>Motion carried.</p>
6 c	<p>Special Use Permit, 2010-SU-002, Mackinaw Homes, Inc. – Lieghio</p> <p>Staff provided an overview of the zoning regulations for special use permits and criteria for development under the Village’s Zoning Ordinance Section 4-118 and Section 23-130. The permit calls for the construction of seven employee housing units at 604 Third Street, Mackinaw City.</p> <p>The findings of fact identified were:</p> <ul style="list-style-type: none"> -Minimum square footage per occupant was identified and is in compliance with the ordinance. -Minimum lavatory and water closet identified. -Minimum showers identified. -Units conform to ingress and egress requirements.

	<p>Two separate buildings are being constructed. The cabins from 741 S. Huron will be moved to the site. Three cabins will be constructed to make up one building with the other four cabins into a second building. Enforcement of blight, dumpsters, signage, and future care of employee housing is addressed in the Zoning Ordinance.</p> <p>Based on the plans presented and the proposed findings of act, the proposed development conforms to the Special Use Permit Requirements.</p> <p>Motion Clark seconded Allers to approve Special Use Permit, 2010-SU-002, Mackinaw Homes, Inc., 604 Third Street, Mackinaw City, as presented and meets the findings of fact regarding parking, greenspace, setbacks, height standards, and permitted uses within the district. Most called for a roll call on the vote as follows: Ayes – Most, Allers, Whipkey Tracy, Clark, and Riemer, Nays – none Absent – Dean Motion carried.</p>
6 d	<p>Site Plan Review, 2010-SP-002, Mackinaw Homes, Inc. – Lieghio</p> <p>The applicant is requesting approval of the site plan to construct seven employee housing units. Staff reviewed the following:</p> <ul style="list-style-type: none"> -The development is permitted in the district. -The required nine parking spaces were identified and based on square footage. -Drainage calculations were provided in the parking area. -Greenspaces requirements have been met. -Dumpster enclosure was provided on the plan. -The plan identified a 25’ maneuvering area for the drive and a 22’ entry area. <p>Based on the findings, the minimum provision requirements have been met.</p> <p>Motion Tracy seconded Clark to recommend to the Village Council the approval of Site Plan 2010-SP-002, Mackinaw Homes, Inc., 604 Third Street, Mackinaw City, as presented and meets the findings of fact regarding parking, greenspace, setbacks, height standards, and permitted uses within the district. Most called for a roll call on the vote as follows: Ayes – Riemer, Allers, Most, Tracy, Clark, and Whipkey Nays – none Absent – Dean Motion carried.</p>
	<p>Most called for recess at 8:01 p.m. Meeting called to order at 8:08 p.m. by Most.</p>
6 e	<p>Mackinaw City Hike and Bike Plan</p> <p>This Plan was put together by the Trail Committee, consisting of Sandy Planisek, Bo Whipkey and Rosada Mann, appointed by the Village Council. The Plan integrates the Village’s sidewalks into the trail system and is identified in the Capital Improvement Plan within the Budget.</p> <p>Sandy Planisek provided an overview of Plan. The goals identified were: to provide for a pedestrian, bicycle, ski and snowmobile friendly community, provide a friendly appearance through marketing and signage, encourage recreational bicycling and walking as transportation, and to aim for multiuse paths. Also discussed were the strategic items, the time frame, the Arnold Line Playground, Marina path, upgrading the cross town loop, Wendell Addition, long term improvements, bicycle parking, road design, and safety.</p>

	<p>Motion Whipkey seconded Clark to recommend to the Village Council the adoption of the Mackinaw City Hike and Bike 2015 Plan as presented.</p> <p>The motion was discussed and the Board expressed their support of the Plan and verified that it is a much needed item that would be beneficial to the community. Also discussed was the need to make arrangements to notify motel owners of the Plan.</p> <p>Most called for a roll call on the vote as follows:</p> <p>Ayes – Tracy, Clark, Whipkey, Riemer, Most and Allers</p> <p>Nays – none</p> <p>Absent – Dean</p> <p>Motion carried.</p>
6 f	<p>Capital Improvement Projects 2010-11</p> <p>Staff provided an overview of the Capital Improvement Plan. The plan summarizes and prioritizes projects on the basis of sound financial decisions based on Council goals and asset management criteria as it relates to roads, sidewalks, water, sewer, engineering review in relationship to other properties, state and federal requirements, availability of funding, cost of improvements, in relationship to the Master Plan and other Plan documents. This summary provides the Planning Commission with information on how Village funds are being invested and where funds are being utilized, which has direct correlation to planning.</p> <p>Motion Clark seconded Allers to recommend to the Village Council the adoption of the Capital Improvement Plan for 2010-11 as presented.</p> <p>Most Called for a roll call on the vote as follows:</p> <p>Ayes – Allers, Riemer, Most, Tracy, Clark and Whipkey</p> <p>Nays – none</p> <p>Absent – Dean</p> <p>Motion carried.</p>
6 g	<p>Outdoor Burners – Discussion</p> <p>Outdoor burners may be defined as a wood fired boiler located outside of home that runs heat under the ground through insulated pipes to the home. Some of the older burners move heat through a duct into home. Concerns were detailed on the toxicity of the smoke created by these types of outdoor burner.</p> <p>Two concerns for discussion by the Board are:</p> <ul style="list-style-type: none"> -Exhaust stack height -Occupation with a certain radius distance from resident or neighbor from the burner <p>Statistics recommend a distance of 1000 feet.</p>
7	OLD BUSINESS
7 a	<p>Wind Turbine Ordinance – Update</p> <p>This matter was postponed to the February 11, 2010 Special Meeting.</p>
7 b	<p>Master Plan – Transportation Discussion</p> <p>This matter was postponed to the February 11, 2010 Special Meeting.</p>
8	<p>Commissioner Comments</p> <p>Most notified the Board of the Opening Meetings Act training that is being held on February 19, 2010 at the Recreation Center from 10:00 a.m. to 2:00 p.m.</p>

9	Commissioner Calendar February 11, 2010 – Special Meeting February 25, 2010 – Regular Meeting March 11, 2010 – Special Meeting March 25, 2010 – Regular
10	Motion Clark seconded Allers to adjourn at 9:29 p.m. Voice vote – all ayes. Absent – Dean. Motion carried.

Planning Commission Minutes respectfully submitted:

Rob Most, Chairman

Mary Clark, Secretary