CITY OF WARREN
PLANNING COMMISSION
PUBLIC HEARING

Regular Meeting held on August 8th, 2016, at 7:00 p.m.,

A Regular Meeting of the Warren Planning Commission was called for Monday, August 8th, 2016, at 7:00 p.m. in the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan 48092.

Commissioners present:
Jocelyn Howard, Chair
Edna Karpinski
John Kupiec, Vice Chair
Jason McClanahan, Secretary
Charles J. Pryor
Warren Smith, Assistant Secretary
Nathan Vinson
Kelly Colegio, Ex-officio

Also present:
Ron Wuerth – Planning Director
Michelle Katopodes – Planner I
Judy Hanna – Senior Administrative Secretary
Elizabeth Saavedra – Planner Aide
Caitlin Murphy - Assistant City Attorney
Christine Laabs - Communications Department

1. CALL TO ORDER
Chair Howard called the meeting to order at 7:02 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL
Chair Howard – We did receive correspondence from Commissioner Rob indicating that he would not be here this evening, I would need a motion to excuse Commissioner Rob.

MOTION:
A motion was made by Commissioner Vinson to excuse Commissioner Rob, supported by Assistant Secretary Smith. A voce vote was taken and the motion carried unanimously.

Secretary McClanahan – We also received notice that Commissioner Robinson would not be here.

APPROVED

MOTION:
A motion was made by Secretary McClanahan to excuse Commissioner Robinson, supported by Assistant Secretary Smith. A voice vote was taken and the motion carried unanimously.

Chair Howard – We do have in our audience our ex-officio Kelly Colegio we would like to welcome her to the meeting this evening. To the petitioners, this evening it is your right to have your items heard before a full board. If you decide to have all nine members of the Planning Commission to vote on your item you have that right. You can table your item on this evening or you can take the discretion and also the decision of the Board on this evening that is your right and also your discretion.

4. APPROVAL OF THE AGENDA

MOTION:
A motion was made by Secretary McClanahan to approve agenda, supported by Assistant Secretary Smith. A voice vote was taken and the motion carried unanimously.

5. APPROVAL OF THE MINUTES – July 25th, 2016

MOTION:
A motion was made by Commissioner Vinson to approve, supported by Secretary McClanahan. A voice vote was taken and the motion carried unanimously.

6. PUBLIC HEARING ITEMS:

A. SPECIAL LAND USE PERMIT FOR NEW FITNESS CENTER: Located on north aside of Old Thirteen Mile Road; approximately 350 ft. west of Chicago Road; 8399 Old Thirteen Mile Road; Section 3; David and Jacob Young (Kerm Billette)

PETITIONERS PORTION:
Mr. Kerm Billette – I'm here tonight for the public hearing for the fitness center located on the north side of Old Thirteen Mile Road east of Van Dyke. The fitness center is approximately 2500 square feet it's 50 x 50. It has all the equipment in there for a gymnasium type of exercises and ways to get physically fit. We have a site plan submitted for the property and it shows the floor plan and the layout of the building. The owner is here, Mr. Oram, and Mr. Young the tenant is also here. We have recommendations made by the Planning Director they've reviewed them and they may have some

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comments on them. But I think that the item from the Planning Commission goes to the City Council for final approval being one of the items it takes a special land use approval and it would go there next after the Planning Commission.

Secretary McClanahan reads the following correspondence:

TAXES: No Delinquent Taxes.
ENGINEERING: Preliminary review of the site plan yielded the following comments:

1. It appears no exterior civil engineering improvements are proposed at this time, however, it should be noted that several items do not conform to City of Warren standards. The plan should address the following items and if exterior work is proposed in the future, additional comment will be issued by the engineering division.
2. Indicate all proposed and existing utilities and any corresponding easements. No permanent structure shall be constructed over any proposed utility or easement.
3. Per the flood insurance rate map, it appears the southwest corner of the site is within the regulated floodplain and shall be shown as such on the plan. If there is any proposed work in this area permits will be required.

FIRE: Approved.
DTE: Approved.

Mr. Ron Wuerth reads the recommendations of the Staff:
**Add D) A note shall be placed on the site plan to remove the trailers and vehicles in the rear of the property especially those with flat tires.
**Add E) Concrete curb blocks should be replaced where needed and added where needed throughout the site.

A quick comment on these items, these items are primarily the responsibility of the owner of the property not necessarily the people who are asking for this recommendation for a special land use permit.

<u>MOTION:</u>
A motion was made by Secretary McClanahan to approve, supported by Assistant Secretary Smith.

<u>COMMISSIONER PORTION:</u>
Assistant Secretary Smith – Just want to make clarification Mr. Wuerth did say in the recommendation that the permit was for the fitness center but on our notes it says yoga studio.

APPROVED

Chair Howard – Okay so we want to make sure that it says fitness center verses yoga studio, thank you.

Vice Chair Kupiec – How long have you been in operation?

Mr. Jacob Young – I'm not in operation.

Vice Chair Kupiec – Do you have a certificate of occupancy yet?

Mr. Jacob Young – I have a certificate of occupancy for a vitamin shop.

Vice Chair Kupiec – For the muscle building and weight room you have no permit for that?

Mr. Jacob Young – I do not.

Vice Chair Kupiec – And you say you're not in operation?

Mr. Jacob Young – I'm not in operation.

Vice Chair Kupiec – Were you at your building today?

Mr. Jacob Young – I was.

Vice Chair Kupiec – There was a lot of activity going on I was there about four o'clock so I was wondering what was going on, it was full of people working on the weights.

Mr. Jacob Young – Yes I was there, myself and my father which is the owner we do use it while we are waiting for approval.

Vice Chair Kupiec – Just two people?

Mr. Jacob Young – There was four people there today.

Vice Chair Kupiec – It appeared to be a lot more than four because as I toured the parking lot looking at the deterioration of the surface of the parking lot I also seen people on the north side from the back door which is open obviously to let air in, so it was in full operation today.

Mr. Jacob Young – We are not in operation, we are not open to the public.

APPROVED

Vice Chair Kupiec – I know one thing it was sure full of people today and you know you need a certificate of occupancy to run your business.

Mr. Jacob Young – Yes.

Vice Chair Kupiec – Are you familiar with all the recommendations that are submitted by the Planning Director?

Mr. Jacob Young – Yes.

Vice Chair Kupiec – And you're accepting them?

Mr. Jacob Young – I'm not accepting them no.

Vice Chair Kupiec – Do you have some problems with them?

Mr. Jacob Young – I do yes.

Vice Chair Kupiec – Are you going to discuss them today or are you going to talk to the Planning Director on a later date?

Mr. Jacob Young – My Architect Kerm Billette will be speaking on that.

Mr. Gary Oram – I've owned that property since 2000 and I've dealt with Ron on and off and lately the last four or five years I've had nothing but hell with him. Earlier I called him trying to reason with him why he wants me to block off the driveway that's been there since the property was built by the same owner and he's approved that driveway before. He's asked for trees when a coffee shop went in there four or five years ago, he's approved it without the trees. All of a sudden today he comes and adds more things on. I am on Old Thirteen there's probably 20 cars that pass every hour out of there, there's not traffic, when it was originally built that was the main road.

I told him the Building Department chases the customers out it doesn't' matter if they are the wrong color they chase them out, if they are white they chase them out too. So what I'm doing 90% of my time, which I run other business is busy babysitting the tenants with the Building Department because no one knows what to do. When it comes to this guy he needs to go, I'm just telling you that right now. His treat today was he was going to add on more things he would not let me speak two minutes on the phone. He's talking about the cars in the back I was not aware of them I called the owners and I found out who they were, they are moving them

APPROVED

Saturday. The potholes, I spent money last year and I told Ron Wuerth today I cannot spend anymore more money on this property when I cannot get tenants to be occupied in there. Some pay me a deposit, they pay the first month and they leave because they cannot deal with the City of Warren.

I left the City of Detroit because of all the B.S. that was going on, originally I owned a lot of properties there then I came here and it was fine. When Bob Hughes was here it was fine, he was also fine I don't know what is going on. If the City is going to go around chasing business out then I might as well just lock the whole thing down and just leave it vacant. The Building Department they do give me a hard time but they work with me. For this guy here to assault me on the phone and then come in here and add additional stuff, he's literally picking on certain people.

I barely make it there, like I told him I fixed my lot in the front last year I spent $3000.00 dollars patching holes and this year I spent another $1000.00. The back at one time before Mayor Fouts we used to park trucks my office was over there so some of it had ripped up but it's not the way he's saying it. He made it look like I'm in some ghetto, why don't he go on Eight Mile on the Warren side, it looks worse than Detroit.

Chair Howard – Let me ask you this sir, in regards to the cars that are in the rear of the building does anybody know who those cars belong to?

Mr. Gary Oram – I found out today because the lady that runs the bar had towed the trailer out of there, I called both parties they will remove them by Saturday that's what they said. There's only three cars I have an acre and a half of property in the back that I cannot use. When I asked this guy a few months back about doing a variance to add a storage facility back there he told me fine just apply for a variance they'll probably approve that but they are not going to approve the whole thing, today he's telling me no. I don't care about that, my whole idea was to invest more money in the City of Warren to put more properties in the back to create more tax revenues and more income for me.

Chair Howard – Okay let's see what we can work out based on what we have here today. So the trailers and the vehicles with the flat tires that's going to be removed?

Mr. Gary Oram – They'll be gone Saturday.

APPROVED

Chair Howard – Then we have the curb blocks?

Mr. Gary Oram – I'm working on them I just talked to a landscape I'm trying to find people to do the work. There's two or three blocks that are busted one is actually in front of his store. If the Inspector's would have brought it to my attention when they gave him his occupancy I would have moved a little quicker. He's doing the inspections now, I didn't know Planning did inspection work. For him to rip on me tonight at this meeting that's a shame.

Chair Howard – Let's see if we can give it to the hands of the Commission and go forward with this. Now in terms of anything else on the recommendation were there any additional issues?

Mr. Gary Oram – No he had the parking lot patching which I did, the back I will do. I'm trying to get some millings back there he's not talking a small area it's the beer trucks that turn around back there, no one else goes back there. I'm sure most of you are business people, there's no more business people out there, they are dreamers today. You have to guide them through the whole thing and hope that they stay.

Chair Howard – Sir, as Vice Chair Kupiec had mentioned I also was by the property earlier today myself, I didn't see anyone in there but I did see a lot of equipment so you are assuring us that's just equipment just to practice with until you receive your approval to start?

Mr. Jacob Young – Correct we are not open to the public.

Chair Howard – So with that sir we do have a bond in the amount of $500.00 dollars are we comfortable with the bond amount?

Mr. Jacob Young – If I could have Kerm speaking on behalf of the easement with the Henry Ford that's part of the recommendation that is on there.

Mr. Kerm Billette – There is an explanation that I make on the drawing using that says vehicular access is not prohibited between properties as of a certain date by Mr. Oram, the owner. And that statement that I put on the drawing so far it's been sufficient and I don't believe the city has the authority to take away the property rights of anybody. And that's taking away property rights when you start saying you have to get a document and file it between properties, it's against the law, you can't do it. It's being done with every, I would say, third or fourth site plan that's submitted. For

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some reason to try and get the properties together and it's supposed to be filed as a requirement of the department this stays open forever. The owners of this property can put bumper blocks there tomorrow.

Ms. Caitlin Murphy – It is the opinion I believe and there's a precedent basically for attaching such conditions. It has to do with the requirements from the ordinance of maintaining that property. It just attaches as a reasonable requirement of the site plan so that has been the way that we've done it for a long time. And also I do not believe that it takes away anyone's property rights. That can be addressed later if you wanted to call me so that is the opinion.

Mr. Kerm Billette – Can you give me a statement that I can put on the drawing?

Ms. Caitlin Murphy – We can discuss that tomorrow.

Mr. Gary Oram – On this easement when the road was closed, Old Thirteen Mile, the city used that driveway and actually paid for a patch on the lot back there and when I brought up the issue today with Ron, there's signs, be careful Henry Ford Hospital when you drive through there and his response was, I don't give a damn I'll move them signs that was his word today to me. All I was trying to say is that the City uses it. If there's a fire or something the fire department needs to get in they can get in from Old Chicago Road very rarely do the cars use it, but it's there. I went to Henry Ford Hospital which is just another division of their offices and asked who the owner to sell my property because I was getting so sick and tired of dealing with the city and they had no body there. I had another building and Ron is familiar with it, it was the same situation the guy was here four times to the Zoning Board and Planning arguing with me how was he going to give me permission to share a driveway.

Chair Howard – This is something that I definitely want you to look at sir, and I do apologize for any discomfort that you have occurred. I respect you being a business owner but I do want you to be able to work with our Planning Director we don't have anyone else for you to work with to get this done.

Mr. Gary Oram – I don't have a problem, I was so nice with him but I'm telling you I'm not one of these guys that take vengeances. Look I was one of the owners of Boblo Island, I've owned Car Stereos, 125 employees, I'm not a dummy, maybe he thinks I'm some punk off the street. I took an island that was an amusement park and development it into homes.

APPROVED

Chair Howard – I wish you would bring it back sir because I really miss Boblo.

Mr. Gary Oram – I love the City of Warren don't get me wrong, I love the location there, I'm central I know I'm off the side but I make it work, I work with the tenants just like him. His second week he was like I'm getting out of here I said look they'll work with you they are good people, Everett works with you. I'm going to tell you the Mayor is going to be hearing from me I had to call Everett to switch me to his line because we had the meeting tonight otherwise who knows when he would have called back. I'm trying to work with the city, I don't want to be here, I work 12 hours a day.

Chair Howard – So let's do this let's move forward and definitely your complaint and your comments have been noted. What we are going to do is vote on this item based on what we have here, based on also what you said in terms of the additional items about the trailers and also the curb blocks. The additional things we are going to work with our City Attorney to rectify or to give you some direction, in terms of the ingress/egress we are willing to work with you.

Mr. Gary Oram – That's why I'm here.

Chair Howard – I appreciate that and I appreciate your passion so let me turn it over to the Commission for a vote on this. That was a motion by Secretary McClanahan, supported by Assistant Secretary Smith. We have two additional items, the removal of the trailer and the vehicles with the flat tires and also the curb blocks and that's also noted that would be the owner's responsibility.

Assistant Secretary Smith – My take on the ingress/egress agreement between owners is my feelings is not anything against you or Henry Ford it's actually to protect the owners from each other. So you sell it and they sell theirs and you got two owners that move next to each other and they can't stand each other and then there's the problem of ingress and egress. So this is just an agreement that this is okay between you guys but further down the road if you were to sell you got this agreement.

Mr. Gary Oram – You guys have seen me here before on a similar issue about the easement and the property owner, not the owner, the worker was here three or four times to complain. How could I get the owner next to me to sign an agreement with me when we were fighting in here? If you live next door to me I want you to be my neighbor, even the business I believe the same way, I don't want

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to fight with them. How can I go to Henry Ford Hospital when they tell me they don't care they don't know who is in charge what am I supposed to do now hire a lawyer to try and find out who the real estate is. We haven't had no issues I've been there going on 17 years now. The kids been there seven months I haven't collected a dollar rent from him since we signed the lease agreement. That's out of my pocket maybe he thinks people have money to blow away I think he's just nitpicking why don't we take a couple weeks of his paycheck and see how it feels.

Chair Howard – Secretary McClanahan roll call please.

ROLL CALL:
The motion carried as follows:

Secretary McClanahan…….. Yes
Commissioner Pryor…….. Yes
Assistant Secretary Smith……. Yes
Commissioner Vinson…… No
Chair Howard…….. Yes
Commissioner Karpinski…… No
Vice Chair Kupiec…….. No

Commissioner Vinson – My reason for the no vote is as follows. I don't know why they are objecting to a lot of the things that are in this document. And I think we should go through each one of these things and find out what he's objecting rather than to pass it like this.

Commissioner Karpinski – No for the same reasons already stated.

Vice Chair Kupiec – I don't agree with some of these objections that were made by the owner of the property. Also, he just made a statement about collecting rent for seven months and just previous to that the man who claims he's going to run the business says he's not open yet so if he's paying rent for seven months I'd like to know what he's doing there.

Mr. Gary Oram – I'm sorry he's not paying rent.

Vice Chair Kupiec – It's in the record sir, anyway I'm voting no.

Secretary McClanahan – The vote is four to three so it's a no because you have to have five yes votes.

Chair Howard – Therefore because we don't have a full Board our current vote is four to three we need a total of five votes so it will

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send to City Council but it will be a recommended no because we don't currently have the votes to support this. As the Chair I have discretion, we are missing two members of the Commission if you choose to come back in September to see how the other members will vote you have that option or we can send it to City Council with a recommended no vote and they can make their decision from there?

Mr. Jacob Young – Is it possible that we just go to City Council?

Chair Howard – You have that option yes.

Mr. Jacob Young – I can't afford to keep delaying this as Gary said we've been there for a while I have everything that I own invested in this I can't afford this. I'm trying to do something good for the City so I'd rather just go to City Council if they decide to say no then we will pack it up and go to another city.

Mr. Ron Wuerth – I just wanted to make a comment here this is about a special land use, a use in particular for this new fitness center. And I want to make it perfectly clear that I'm in complete support of the fitness center, I want that on the record. What I also want on the record is the fact that when I see locations and sites that look the way this does and Mr. Oram discussed the comparison with Detroit. Well I don't like to make comparison with Detroit but what I'd like to do is when there's an opportunity to help these people see what they obviously don't see, that they need to make repairs and need to replace things, remove things, clean things up it's their responsibility. The other thing that it does do is that it helps market that parcel so much better when it is clean and it isn't messy. One thing that I didn't mention, it's not on there is that all the pavement markings should be painted but I thought I'd give them a break. Excuse me.

Mr. Gary Oram – Just keep adding them, I'm sorry to say but this is exactly what goes on in this Planning Department, he just added another one. I did say I'm not collecting rent since he's been there half of the center is empty most of the tenants are discounted I'm just trying to keep people in there, I've been there 17 years.

Chair Howard – Thank you sir. So we have taken the vote so the next process now is you'll be going before City Council and sharing that with them. Thank you sir.

B. <u>SITE PLAN FOR NEW RETAIL CENTER</u>: Located on the northwest corner of Hartsig and Van Dyke Avenue 27333 Van Dyke Avenue; Section 16; Raj Bothra (Imad Potres)

APPROVED

PETITIONERS PORTION:
Mr. Imad Potres – Good evening my name is Imad Potres with Futuristic Design, I prepared the design for this retail center. This site was the old gas station, it's been removed and we are proposing a huge improvement on this site. We are proposing a new retail building as you can see, also it will include a lot of site improvement. There were two approaches on the existing site we are proposing to close one so that will help with the traffic and the situation they had there before with the gas station. Also the site will be totally renewed parking, engineering, whatever is required will be all improved. The building we are proposing is all brick and stone and for sure we will comply with all the changes requested by the Planning, Engineering or all the various departments. We are open for discussion or any questions on the building we are here to answer them. Also Dr. Raj Bothra is the owner of the property he owns the three buildings two to the north, one to the south and the Pain Center he's the same owner. He's trying to develop nice buildings and nice landscaping on Van Dyke as well as on the property. We will do everything required by the city zoning ordinance and everything required by the Building Engineering or Planning.

Secretary McClanahan reads the following correspondence:
TAXES: No Delinquent Taxes:
DTE: Preliminary review of the site plan yielded the following comments:
1. Approved, however there may be underground cables that may have to be relocated and that would be at the customer's expense.

ENGINEERING: Preliminary review of the site plan yielded the following comments:
1. Indicate all proposed and existing utilities. No permanent structure shall be constructed over any proposed utility or easement. It should be noted that a sanitary sewer exists along the west property line.
2. Any existing utilities within the influence of the proposed building shall be removed and relocated.
3. There is poor traffic circulation through the site. It may be difficult for vehicles to turn out of the spaces along the west property line and sanitation vehicles may have difficulty accessing the dumpster enclosure.
4. Hartsig Avenue is not correctly labeled on the drawing.
5. The site shall comply with the storm water ordinance. Detention may be required.

APPROVED

6. Any improvements within the Van Dyke (M-53) right-of-way, including storm water discharge rates, shall be subject to the approval of the Michigan Department of Transportation (MDOT).

FIRE: Preliminary review of the site plan yielded the following comments:

1. Meet all the requirements of the 2012 edition of the Michigan Building Code.
2. Maintain existing fire department apparatus access roads. Fire apparatus access roads must extend to within 150 feet of all portions of the exterior walls, as measured around the exterior of the facility. Fire apparatus access roads must have a minimum width of 20 feet.
3. Provide fire department lock box (knox box) as required by city ordinance.

MDOT: Preliminary review of the site plan yielded the following comments:

1. Work in MDOT right-of-way will need a permit. The permit plans will require the maintaining of traffic operation, when lane wand shoulder closures are required, due to the proposed driveway work. MDOT will review the project, once the permit is applied or the petitioner asks for a kickoff meeting.

Mr. Ron Wuerth reads the recommendations of the Staff:

PUBLIC HEARING:

Mr. Todd Axelton – I live close by and I assume any environmental concerns will be addressed about the pre-existing gas stations, that was my only concern.

MOTION:

A motion was made by Secretary McClanahan to approve, supported by Assistant Secretary Smith.

PETITIONERS PORTION:

Assistant Secretary Smith – Mr. Wuerth, I just need to get a clarification, normally on our trash enclosures it's 6 inch poured concrete brick embossed wall. I noticed on their drawing it showed masonry block with brick to match the building for the trash enclosure. Are there any times where we do not require to do the brick emboss wall?

Mr. Ron Wuerth – There can be if the trash enclosure is constructed like the building that's being built.

Assistant Secretary Smith – According to the drawing it's right next to the side of the building.

APPROVED

Mr. Ron Wuerth – What that is is a request by the petitioner and a specific approval by the Planning Commission. We always ask for the poured concrete walls but if the Planning Commission determines that the trash being built like the primary structure with its exterior is more acceptable, pleasing to the eye, then that could be approved.

Vice Chair Kupiec – Are you familiar with all the request here from the Planning Department and do you agree with all of them including the phase 1 assessment of the ground?

Mr. Imad Potres – Yes sir.

Vice Chair Kupiec – Also are you building the basement on the old platform from the previous building?

Mr. Imad Potres – No brand new building.

Vice Chair Kupiec – You're putting a basement in but you're not going to use the basement?

Mr. Imad Potres – No it will be used only for mechanical storage.

Chair Howard – What is going to be occupied in this wonderful facility?

Dr. Raj Bothra – I came to Warren about 40 years ago, in 1975. I started my practice here and ever since I've been in Warren and I'm very grateful to the city and to its officials. Warren has been very good to us and we have been good citizens of Warren. Our main building is 27423 Van Dyke which is the Pain Center. We grew much bigger than we thought we would grow and that again because of the city and the help by the residents there so we had to acquire another two buildings which is now fully occupied. We need more space, particularly the medical retail. Things like durable medical equipment, things like back brace, neck brace and all these things we do the fittings for. In fact it is one of the finest pain centers, we are acknowledged by the Commission the highest certification agencies. We provide service not only to the citizens of Warren but all of Macomb County. We now employee over 50 employees.

Chair Howard – So you're doing durable medical equipment where your clients can come in and purchase braces, things of that nature and they will be housed in this building?

APPROVED

Dr. Raj Bothra – That's correct. In one of the buildings we have the medical clinic and now we also have an ambulatory surgery center because we do a number of the surgical procedures there. Then on another building which we acquired two years ago the Annex where we have the physical therapy, the chiropractic those kind of things anything that is related to the pain practice. We wanted to put it in one area so that it is very convenient to the patients they don't have to go to 10 different places to get the service. So not only seeing the patients, the medication, the injections, physical medical, rehabilitation, psychiatry, podiatry, it is all in that one complex so this will be the fourth building. All the buildings are adjacent to each other and it will be one big complex where anybody who is in chronic pain can be treated.

Chair Howard – That's very creative sir and I think that's definitely a benefit to your patients. How many square feet will that building be?

Mr. Imad Potres – The total square footage is 4900.

Chair Howard – And currently you're employing 50 staff members?

Dr. Raj Bothra – Yes 50 employees. We have improved all the properties and made it look better and we will following all the requirements of the City and Planning Commission whatever you tell us to do we will do it.

Chair Howard – In terms of parking and navigating on that corner have we found a good traffic flow?

Dr. Raj Bothra – There is a good traffic flow since four buildings are adjacent if there is not parking available at one building it would be in another building. We don't have a problem because it would be inconvenient for the patients so it is in our own interest to provide the proper parking otherwise they will not come.

Chair Howard – You make a lot of sense there sir. Thank you so much you've been very thorough. That was a motion by Secretary McClanahan supported by Assistant Secretary Smith, roll call sir.

ROLL CALL:
The motion carried as follows:

Secretary McClanahan……. Yes
Commissioner Pryor……. Yes
Assistant Secretary Smith…… Yes
Commissioner Vinson…….. Yes

APPROVED

Chair Howard……..... Yes
Commissioner Karpinski…….. Yes
Vice Chair Kupiec……. Yes

C. SITE PLAN FOR OPEN STORAGE OF WOOD, STEEL AND POLYPROPOLINE MATERIALS: Located on the southwest corner of Nine Mile Road and Groesbeck Highway; approximately y200 ft. west of Groesbeck Highway and 200 ft. south of Nine Mile Road; 12880 Nine Mile Road and 22735 Groesbeck Highway; Section 35; Jim Moir (Douglas Hambrosky).

PETITIONERS PORTION:
Mr. Jim Moir – Good evening I'm with Charles Nicholl he's the owner of the property. There was a joint venture a few years back between S&S Group and Modern Hard Chrome and the joint venture commenced in August of last year. At that point we went in for a change of name and signed installation and from that point forward we've had a series of changes, updates and improvements on the property. We continue to strive for the site plan approval it's the last step in the operation and I've been working on that for about six months.

Chair Howard – What type of business do you do there sir?

Mr. Jim Moir – It's a metal finishing.

Secretary McClanahan reads the following correspondence:

TAXES: No Delinquent Taxes.
DTE: Approved.
ENGINEERING: Approved.
FIRE: Preliminary review of the site plan yielded the following comments:
1. Fire would prefer that the small driveway remain open for fire access only.

Mr. Ron Wuerth reads the recommendations of the Staff:
**Modify H – The driveway to Nine Mile Road does not meet the minimum requirements for one-way traffic. The driveway shall be indicated on the site plan with a note to be used as a fire access only.

Mr. Ron Wuerth – By the way these gentlemen communicated with us, they meet with us and we greatly appreciate that they have a good plan. Thank you.

APPROVED

MOTION:
A motion was made by Secretary McClanahan to approve, supported by Commissioner Vinson.

COMMISSIONER PORTION:
Assistant Secretary Smith – I noticed on the drawing that the one area, I think it's the triangle area, I think it's A the little small triangle it's where you're going to store wood. On the chart it said 1 foot x 16 feet x 4 foot I couldn't understand it and then it said 1500 square feet. I'm trying to clarify are the materials that are going to be in there that size in that area? At the top of A it says 1525 square feet portable wood boxes and it says 16 feet x 1 foot x 4 it just seems that the dimensions for the size is not the size of the outdoor storage it seems like it's the size of the equipment or whatever is going to be stored there that's why I'm trying to get the clarification on it.

Mr. Jim Moir – That area is that distance in that space but that's not what's in there, it's not consumed.

Vice Chair Kupiec – The polypropoline that you're talking about does that have reference to your containers or is that a liquid product?

Mr. Jim Moir – No polypropoline is the container itself.

Vice Chair Kupiec – No liquid product of that nature strictly containers, filled with plastic basically?

Mr. Jim Moir – It's empty, correct.

Vice Chair Kupiec – And the driveway on Nine Mile Road do you or your client have any reason to use that driveway that Mr. Wuerth designated for fire purposes only, do you ever have reason to use that driveway?

Mr. Jim Moir – Occasionally the phone company has to get in there that's where our phone lines come in and the electric company are transformers are along that side of the building.

Vice Chair Kupiec – As far as yourself, employees or clients, you don't use that driveway?

Mr. Jim Moir – No, occasionally I park my car there.

Assistant Secretary Smith – I know on Ron's recommendation it showed where the trash enclosure was supposed to go but I didn't

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see it on the drawing. Do you have any idea where you're going to put the trash enclosure?

Mr. Charles Nicholl – Where it currently is, if we build that enclosure that will prohibit my access in and out of my truck well.

Assistant Secretary Smith – But you do know you're going to have to put some sort of enclosure somewhere?

Mr. Charles Nicholl – Yes.

Vice Chair Kupiec – I'd like to propose that this be a cash bond of $450.00.

Chair Howard – Secretary McClanahan do you support cash bond?

Secretary McClanahan – Yes.

Chair Howard – Commissioner Vinson do you support a cash bond?

Commissioner Vinson – Yes.

Chair Howard – Within Mr. Wuerth's recommendation right now you are located 75 feet back we have a discretion for that to be 25 feet are you comfortable with the 75 feet setback in item number 3 of the recommendation?

Mr. Jim Moir – No if you look at that property line where we have that storage in the back, you can't get 75 feet and put anything in there you don't have room.

Chair Howard – We do have the discretion for that to be a 25 foot setback would that be comfortable for you?

Mr. Jim Moir – Yes it would.

Secretary McClanahan – I accept that.

Commissioner Vinson – Yes.

Chair Howard – So we are working within our discretion as a Planning Commission to allow this to be a 25 foot setback.

APPROVED

ROLL CALL:
The motion carried as follows:

Secretary McClanahan…… Yes
Commissioner Pryor……. Yes
Assistant Secretary Smith…… Yes
Commissioner Vinson…….. Yes
Chair Howard……. Yes
Commissioner Karpinski……... Yes
Vice Chair Kupiec……... Yes

D. SITE PLAN FOR NEW SPEEDWAY GAS STATION AND CONVENIENCE STORE: Located on the southeast corner of Ten Mile and Mound Roads; 5950 Ten Mile Road & 24900 Mound Road; Section 28; Speedway LLC (Jonathan A. Ziegan).

PETITIONERS PORTION:
Mr. Jonathan Ziegan – I'm Jonathan Ziegan with Richard L. Bowen and Associates, 13000 Shaker Blvd., Cleveland, Ohio for Speedway LLC. This is an existing Speedway at Ten Mile and Mound I have and I have submitted, in the package, a map of the existing site currently the store is located on approximately half of the property belonging to Speedway. There's an empty commercial building on the next property on Mound to the south that property was purchased by Speedway I believe around 2012 with the intent of expanding this store. For economic reasons they choose not to go forward with the plan that they submitted at that time some of you may remember. Now they would like to bring a plan similar but not identical to the previous plan and go forward with it, with the target of demolishing everything on site today and rebuilding a brand new store building and gasoline station early next spring.

I'd like to just walk through the site plan with the Commissioners quickly. North is to the left on this plan so the store itself will be facing Mound whereas the existing store faces 10 Mile. The gasoline dispenser will be lined up in what we call a dive in but there will be one dispenser rather than the current condition where there's two next to each other. So that's a traffic improvement from Speedways perspective and we were able to do that because of the additional invest of the property for I believe it was a Tubby's Restaurant last. With that new property we move to this configuration we go from six existing dispensers which would mean 12 places to fill up with gas. Now we have 16 at 8 dispensers. On the site we are looking at asphalt throughout the parking lot except for areas that are used heavily or areas that see gasoline because as you may know possibly from experience gasoline or anything else

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that has petroleum based will eat a hole in asphalt because their all the same thing so they mix together. You see that along the parking at the front of the store where most of the customers will be coming and then you see it in the middle of the site there is a canopy over the gasoline dispensers just like you would see it in the other gas station including the existing site. We use concrete under that canopy for the same reason in case someone were to spill gas or their car is leaking oil or what have you. Then just to the right of that on the site plan, which is the south end of the site we have concrete where the underground tanks will be located. Same thing the tanker truck pulls up to fill the fuel there and should he spill the concrete helps protect the pavement.

The other thing that's significant in the site plan and Mr. Wuerth will probably bring it up in his comments because both he and Macomb County Roads Department mention this is this plan shows three driveways the existing condition has five driveways. Since this plan was submitted we received a copy of the comments that the Road Department made to Mr. Wuerth's office and we've worked with them vigorously, I think we have it worked out in less than a week. We were able to revise the site plan and meet the request to come down to two driveways, which from my understanding is both the city and the County's concern from an access stand point. So I have a revised plan I'd be willing to share with you but we also have to address the other issues so there will be a revised plan coming at a later date.

The driveway issue has already been worked out the other thing that was hanging out there was the variances for the sign and for the canopy and pavement setback. We've talked to Mr. Wuerth about that too we feel confident that when we go to the Zoning Board of Appeals we have a good shot of getting some or all of those variances and of course based on the outcome there we'll revise the plan accordingly.

Chair Howard – Thank you sir you were extremely thorough in your presentation thank you.

Secretary McClanahan reads the following correspondence:

TAXES: No Delinquent Taxes.
DTE: Preliminary review of the site plan yielded the following comments:

1. Approved, however there may be underground cables that may have to be relocated and that would be at the customers expense.

APPROVED

ENGINEERING: Preliminary review of the site plan yielded the following comments:

1. Any proposed improvements within the 10 Mile Road right-of-way will require approval from the Macomb County Department of Roads.
2. A radii encroachment agreement may be required for the southerly Mound Road drive approach. Additionally, the proposed radius does not meet minimum City of Warren requirements.
3. Show all existing and proposed utilities and any corresponding easements. There shall be no permanent structure built within an easement.
4. This site shall comply with the City of Warren storm water ordinance. Detention and pretreatment may be required.
5. The individual parcels should be shown along with their descriptions (bearings and distances) on the plan. It is recommended that the parcels be combined.

FIRE: Preliminary review of the site plan yielded the following comments:

1. Meet all the requirements of the 2012 edition of the Michigan Building Code.
2. Maintain existing fire department apparatus access roads. Fire apparatus access roads must extend to within 150 feet of all portions of the exterior walls, as measured around the exterior of the facility. Fire apparatus access roads must have a minimum width of 20 feet.
3. Provide fire department lock box (knox box) as required by city ordinance.

MCRC: Preliminary review of the site plan yielded the following comments:

1. The maximum width of the approach is 35' at the throat of right – of-way line and the maximum radius is 35' as well. These approaches will need to be widened to 35' back-of-curb to back-of-curb with 35' radii to help get the gas tankers in and out of the site.
2. Due to access management reasons, we will allow only 2 curb cuts total.
3. We will allow one on Mound Road as far south as possible. All other existing approaches must be removed off of Mound Road.
4. The existing approach off of 10 Mile Road serving the speedway currently must be removed in its entirety and we will require that they construct a new approach as far east as possible. The approach that used to service the restaurant must be removed in its entirety (all the way to the east).
5. Provide a note that the approach off of Mound Road (nearest intersection) will be removed in its entirety.

APPROVED

ZONING: Preliminary review of the site plan yielded the following comments:

1. Site appears to comply with most ordinances or prior granted variances. When lots are combined would like to revisit variances for the new property. Rescinding any unnecessary and issuing based on previously issued and/or current or future needs.
2. A variance will be needed for hard surfacing to with in the distance of the north east corner, which was previously part of 24900 Mound Road.
3. The canopy will need a variance for its location on the former property 24900 Mound as it is in the front yard setback of 50 feet. This property will have 2 front yards.
4. Sign variance will be needed for the property. Would like a sign package to verify this.

Mr. Ron Wuerth reads the recommendations of the Staff:
I'd like to say we worked very closely with this petitioner and this is quite an addition to the City, needless to say and we are very happy to have it. Thank you.

MOTION:
A motion was made by Secretary McClanahan to approve, supported by Vice Chair Kupiec.

COMMISSIONERS PORTION:
Assistant Secretary Smith – I'm looking at the site plan and I understand how on the new site plan you're going to eliminate the driveway that's closest to the corner on Mound Road. I come by there quite a bit in the morning and I know it's really congested with cars trying to get in and out through the driveways getting in on Mound Road and getting back onto Mound Road. I'm trying to picture the traffic flow because it's showing the red lines how the traffic would flow by the front of the store but if someone comes in off of Mound and they come to the back side to pull into the pump the either have to turn around and come back, I'm just seeing some congestion there for some reason. Because if they come out onto 10 Mile Road side and they want to go west on 10 Mile then they are going to have to try and fight the traffic that's coming west on 10 Mile to cross over to the other side of 10 Mile to go west out of that driveway. And the ones that want to get back on Mound they are going to have to come back around and come back on the same driveway on Mound in order to get back on Mound to go north. So for me I understand the purpose of doing the two driveways but I see a lot of confusion and traffic flow.

APPROVED

Mr. Jonathan Ziegan – Speedway would love to have that driveway, Speedway would love to have all five of the driveways they have on the property they own currently. But Macomb County Roads Department made it clear that we wouldn't be receiving a permit from their department for a driveway of that location.

Assistant Secretary Smith – I understand that it's just me personally looking at it because I see the traffic in there in the morning and people are waiting to get back onto Mound and people waiting to get in so I see what's happening there as I drive by there. So I'm just trying to picture in my head how this is going to affect the traffic flow.

Mr. Ron Wuerth – There were many discussions regarding these driveways in the beginning, but George Melistas, you see his name listed in the findings and he is the person that everyone has to work with and they strictly go by those guidelines in the State of Michigan. It's difficult to negotiate sometimes with those people but they've managed to come up with a system that I think will work. I agree anyone coming across 10 Mile to go westbound that could be a little difficult. I don't live to far from this location so I understand quite well. They have those driveways wide enough sometimes wider is better also so this is what they worked out.

Vice Chair Kupiec – I don't have the opportunity to pass the area like Assistant Secretary Smith does early in the morning but I do pass the area a lot and I like the improvement of the two driveways but I can see where it could be congested during high traffic hours. But I think it's going to be a great addition to the area and a great addition to the City of Warren. How long before you think you'll get started on this?

Mr. Jonathan Ziegan – The plan at this time is to begin as soon as the weather permits in 2017.

Vice Chair Kupiec – So you'll continue with operation and 2017 you'll shut everything down?

Mr. Jonathan Ziegan – From beginning of construct to the end of construction which is the only time the operation will be closed, the target is 90 days. The contractor obviously sets the schedule but the goal is to have it done in 90 days.

Vice Chair Kupiec – From demolition to finish it 90 days?

Mr. Jonathan Ziegan – Yes everything.

APPROVED

Commissioner Pryor – Looking at the chart here I'm not understanding what's going to happen to that vacant building to the south?

Mr. Jonathan Ziegan – That will be knocked down and the foundation will be torn off.

Commissioner Pryor – There are two boxes there to the south of it?

Mr. Jonathan Ziegan – That's the neighboring property sir.

Commissioner Pryor – You're going to have the construction practically down to the end the whole area that you own?

Mr. Jonathan Ziegan – The revised plan that was revised for the Roads Department actually has the asphalt a little further away from that property line but it will be brand new construction all the way up to the neighbors existing fence basically.

Chair Howard – As the fellow Commissioners have indicated this is going to be a great improvement to that side of town the 10 Mile and Mound area. Definitely your ability to raze it and do it in 90 days is going to be very adventurous, love the whole aspect to it so we are looking forward to it. Mr. Secretary that was a motion by yourself supported by Assistant Secretary Kupiec, roll call sir.

ROLL CALL:
The motion carried as follows:

Secretary McClanahan……. Yes
Commissioner Pryor……. Yes
Assistant Secretary Smith……. Yes
Commissioner Vinson…… Yes
Chair Howard……. Yes
Commissioner Karpinski……... Yes
Vice Chair Kupiec…….. Yes

7. CORRESPONDENCE
None at this time.

8. BOND RELEASE
None at this time.

APPROVED

9. OLD BUSINESS

A MINOR AMENDMENT TO SITE PLAN FOR NEW MEDICAL BUILDING: Located on the west side of Ryan Road; approximately 376 ft. north of Thirteen Mile Road; 31207 Ryan; Section 6; Fatin Yousif DDS PC (Ghassan Abdelnour). The minor amendment is for landscape changes.

PETITIONERS PORTION:
Ms. Rasha Atisha – Good evening my name is Rasha Atisha I'm with Atisha Construction representing the owner of the new medical building located at 31207 Ryan Road. I'm here to propose the landscape production for the building and the parking lot just to cut down on some of the trees that were in the original site plan.

Secretary McClanahan reads the following correspondence:

TAXES: No Delinquent Taxes.
DTE: Approved.
ENGINEERING: Approved.
FIRE: Approved.

Ms. Michelle Katopodes reads the recommendation of the Staff:

MOTION:
A motion was made by Assistant Secretary Smith to recognize as a minor amendment, supported by Secretary McClanahan.

ROLL CALL:
The motion carried as follows:

Assistant Secretary Smith…… Yes
Commissioner Vinson…… Yes
Chair Howard…….. Yes
Commissioner Karpinski…… Yes
Vice Chair Kupiec……... Yes
Secretary McClanahan…….. Yes
Commissioner Pryor…….. Yes

MOTION:
A motion was made by Assistant Secretary Smith to approve, supported by Commissioner Pryor.

COMMISSIONERS PORTION:
Vice Chair Kupiec – Do you have any current people that are interested in moving into the facility, it's a nice looking facility and it

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will be a lot more beautiful once you get the shrubs and everything in.

Ms. Rasha Atisha – This building is supposed to have three suites the first one is completed and the owner of the building should be moving there very soon as soon, as the staff is fully trained. The other two they don't have tenants for yet.

Vice Chair Kupiec – And also you understand that all these shrubbery areas have to be automatically irrigated?

Ms. Rasha Atisha – Yes.

ROLL CALL:
The motion carried as follows:

Assistant Secretary Smith…… Yes
Commissioner Vinson…….... Yes
Chair Howard…….. Yes
Commissioner Karpinski…… Yes
Vice Chair Kupiec……... Yes
Secretary McClanahan…….. Yes
Commissioner Pryor…….. Yes

B. MINOR AMENDMENT TO SITE PLAN FOR OPEN STORAGE OF TRUCKS AND TRAILERS: Located on the southwest corner of Toepfer and Hoover Roads; 21601 Hoover Road; Section 24; Adrian L. Leica (Robert J. Tobin). The minor amendment is for the addition of a small office building.

Chair Howard – We did receive correspondence from the petitioner asking that this item be tabled until August 22nd.

MOTION:
A motion was made by Commissioner Pryor to table until August 22nd, 2016, supported by Assistant Secretary Smith. A voice vote was taken and the motion carried unanimously.

C. MINOR AMENDMENT TO SITE PLAN FOR REDEVELOPMENT OF CONVENIENCE STORE AND GAS STATION: Located on the west side of Van Dyke Avenue; approximately 75 ft. south of Convention Boulevard; 32123 Van Dyke Avenue; Section 4; Speedway LLC (Jonathan Ziegan). The minor amendment is for the addition of an outdoor patio with seating.

APPROVED

PETITIONERS PORTION:
Mr. Jonathan Ziegan – Jonathan Ziegan with Richard L. Bowen & Associates, 13000 Shaker Blvd., Cleveland, Ohio, representing Speedway LLC. The plan was fully approved through Planning Commission and to the Zoning Board for a number of things, I want to say it was early 2015 maybe around May at the latest. Speedway is preparing to start construction this week in fact under that plan for the approved permits in hand. But they approached me about a month ago and they wanted to further upgrade the site. This site is already what they call their speedy café store, which is in their opinion the best that they can do on a brand new store in terms of the food service available inside which they have made to order food which is above and beyond for example the store down the road has. This is absolutely their best product and they want to improve their site to match the improved store and in doing their research they find that some outdoor seating is the best way to improve the site to match the improved food service. So all we want to do on this site is just add two permanent tables and chair sets that are mounted to the ground to the left hand side of the store on the site.

There's a fence proposed, we have proposed it as a durable black fence of either steel or aluminum and decorative I believe there's a recommendation or a comment to the effect of some embellishments on the fence either brick or masonry to match. Speedway is currently considering those but we don't expect any issues from the petitioner with regards to those comments. There's also a comment, and again this is Ron's territory, regarding the parking, I'd like to ask a question of the City Attorney.

Secretary McClanahan reads the following correspondence:

TAXES: No Delinquent Taxes.
DTE: Approved.
ENGINEERING: Preliminary review of the site plan yielded the following comments:
1. Indicate all proposed and existing utilities. No permanent structure shall be constructed over any proposed utility or easement.
2. Any improvements within the Van Dyke (M-53) right-of-way, including storm water discharge rates, shall be subject to the approval of the Michigan Department of Transportation (MDOT).

FIRE: Preliminary review of the site plan yielded the following comments:
1. Meet all the requirements of the 2012 edition of the Michigan Building Code.

APPROVED

2. Maintain existing fire department apparatus access roads. Fire apparatus access roads must extend to within 150 feet of all portions of the exterior walls, as measured around the exterior of the facility. Fire apparatus access roads must have a minimum width of 20 feet.
3. Provide fire department lock box (knox box) as required by city ordinance.

MDOT: Approved.

Ms. Michelle Katopodes reads the recommendation of the Staff:

MOTION:
A motion was made by Assistant Secretary Smith to recognize as a minor amendment, supported by Vice Chair Kupiec.

ROLL CALL:
The motion carried as follows:

Assistant Secretary Smith…… Yes
Commissioner Vinson…….. Yes
Chair Howard……. Yes
Commissioner Karpinski……... Yes
Vice Chair Kupiec…….. Yes
Secretary McClanahan……. Yes
Commissioner Pryor…….. Yes

MOTION:
A motion was made by Assistant Secretary Smith to approve, supported by Vice Chair Kupiec.

Chair Howard – Sir you had a question?

Mr. Jonathan Ziegan – My question is regarding item 1B on the two parking spaces, before I ask it I want to acknowledge I think there is a possibility that we can add those two parking spaces to this plan without any major impact to us or would it have any harm in terms of whether or not we can go forward with the project on schedule or budget. With that being said, the two parking spaces in question are to the far right they are striped right now in front of the dumpster enclosure and I've reread the code this morning, of course I'm not an attorney but I don't find anything prohibiting having parking spaces in front of that. I understand why it would be inconvenient if someone was parked there when the truck came but with that being I think an operational issue is the owner's problem frankly. Again I don't see anything myself in the codes I just want to clarify. So I guess from a

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legal prospective is there any reason why that would be a subject for a site plan or a site plan amendment?

Ms. Caitlin Murphy – I have not looked at the zoning ordinance to this particular issue, however even if there isn't a specific requirement in the code the Planning Commission does have general powers in order to make reasonable conditions of the site plan for things like that. I'm sure that's something that we could work out with Ron on at a later date.

Mr. Jonathan Ziegan – I'd like to say with regard to working with Ron my experience since 2014 with this site and also the new one that we introduced today has been that Ron's office and Ron personally is very professional, he's very helpful, and he's always returned my calls within a day. Contrary to what we heard earlier today I've had a good experience with his office.

Chair Howard – Thank you so much sir for your support and those comforting words we need to hear that. With that being said that was a motion by Assistant Secretary Smith, supported by Vice Chair Kupiec roll call.

ROLL CALL:
The motion carried as follows:

Assistant Secretary Smith…… Yes
Commissioner Vinson…… Yes
Chair Howard…….. Yes
Commissioner Karpinski…… Yes
Vice Chair Kupiec……... Yes
Secretary McClanahan…….. Yes
Commissioner Pryor…….. Yes

10. NEW BUSINESS

A. Nomination for Officers of the Planning Commission.

Chair Howard – So at this point we will take nominations.

Secretary McClanahan – I'd like to nominate Jocelyn Howard to Chair.

Chair Howard – I accept your nomination.

Assistant Secretary Smith – I'd like to nominate Vice Chair Kupiec for Vice Chair.

APPROVED

Vice Chair Kupiec – I accept that thank you.

Chair Howard – I would like to nominate Secretary McClanahan for Secretary.

Secretary McClanahan – Thank you I accept.

Secretary McClanahan – I'd like to nominate Assistant Secretary Smith for Assistant Secretary.

Assistant Secretary Smith – I accept.

Commissioner Vinson – Madame Chair I'd like to at this time since everybody has accepted and there were no opposition to any of the positions. I'd like to make a motion that we elect all officers by acclamation.

Secretary McClanahan – I second that.

Chair Howard – I'm so sorry, I love what you're doing Commissioner Vinson but apparently by our bylaws we have to do it by actual vote at the next meeting.

Commissioner Vinson – Okay.

B. Discussion of the Planning Commission's 2017 Meeting Schedule.

Mr. Ron Wuerth – These are the 2017 dates presented for review we did get a comment from Commissioner Vinson about May 22nd, that being the Commission of Commission Meeting and Dinner. So that would have to be removed we were just going to remove it and have one meeting for the month of May, so it's just a removal of May 22nd if that's acceptable to the Planning Commission.

Chair Howard – Are we good with the schedule as is and just a removal of the May 22nd date since we will be at the Commissioners Dinner?

All Commissioners agree to the schedule.

Chair Howard – I think we are going to be good, I will say on January 8th, 2017 I will not be here since that is my birthday so go on without me.

APPROVED

11. CITIZEN PARTICIPATION
None at this time.

12. PLANNING DIRECTOR'S REPORT
Mr. Ron Wuerth – I'm just reading what the activities of Michelle were during my vacation. So I'll start with July 26th she attended a staff meeting there was discussion regarding Majestic Plaza and that it was approved by City Council with a condition to remove the requirement for ingress/egress and shared parking. So Majestic Plaza in essence has been sold and is not part of the City's responsibility anymore. July 28th, there was a common CDBG Meeting that she attend, also on the 28th that was Lark Samouelian's last day at work she has retired as the DDA/TIFA Economic Development Director, she directed everything. She is now retired, unfortunately, let me say that she was a wonderful person to work with. Tom Bommarito is the Economic Development Coordinator and he'll step in as interim Director to help things along in DDA/TIFA and CDBG.

On August 3rd, there was a DDA Meeting and there's been this requirement of the City Center to have a lot split and a survey to be recorded. That purpose was to allow the sale of two of the parcels, sale or lease I'm not sure, regarding the Downtown Center Loft's so they are in negotiations regarding that. So anyway the City Center lot split survey was recorded and we will push that forward to the assessing office and they move it on to the County and new identification numbers, ID parcel numbers for all the parcels that are in the City Center will be provided. So we need that so we can begin these sales and development in the Downtown area. Also the Planning Staff has worked on the RFP document for the Master Plan and zoning ordinance update and we will send that document to committee for review and move along with the process as rapidly as we possibly can.

Finally with some sad news we received notice from Nicole she's our Planner Aide and she gave us a 2 week notice but happily for her she's going to be going to Western Michigan University and she's going to pursue Planning. And finally I want to thank the staff for their work during the time period that I was off, everything really appeared to go smoothly, especially Michelle I appreciate your help. So with that that's the Director's report thank you.

Chair Howard – Thank you Mr. Wuerth and by far we are excited about the advancement of the Master Plan and how rapidly it's moving along we are getting great traction on that so I applaud the staff.

APPROVED

13. CALENDAR OF PENDING MATTERS
None at this time.

Chair Howard – With that I'll take a motion to adjourn.

Assistant Secretary Smith – You said there were no calendar of pending matters?

Chair Howard – I think the thing that was outstanding was the Master Plan and I believe Mr. Wuerth covered that in his Planning Director's report.

Assistant Secretary Smith – Okay thank you.

14. ADJOURNMENT

MOTION:
A motion was made by Assistant Secretary Smith to adjourn, supported by Commissioner Vinson. A voice vote was taken and the motion carried unanimously.

The meeting adjourned at 8:53 p.m.

_____
Jocelyn Howard, Chair

_____
Jason McClanahan, Secretary

APPROVED

Meeting recorded and transcribed by
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