

**MINUTES  
MARSHALL CITY PLANNING COMMISSION  
WEDNESDAY, September 16, 2015**

In a regular meeting session, Wednesday, September 16, 2015 at 7:00 p.m. at City Hall, Council Chambers, 323 W. Michigan Ave., Marshall, MI, the Marshall Planning Commission was called to order by Commissioner Banfield.

**ROLL CALL**

Members Present: Commissioners Burke-Smith, Banfield, Collins, Meservey, Mankerian, Rodgers, and McNiff.

Members Absent: Commissioners Davis, Zuck, and Council Liaison Miller

Staff Present: Natalie Dean, Director of Community Services

**MINUTES**

**MOTION** by Collins, supported by Burke-Smith, to accept the minutes of the July 8, 2015 regular meeting as presented. On a voice vote; **MOTION CARRIED.**

**AGENDA**

**MOTION** by McNiff, supported by Meservey, to accept the agenda for the September 16, 2015 regular meeting as presented. On a voice vote; **MOTION CARRIED.**

**AUDIENCE PARTICIPATION**

None

**PUBLIC HEARINGS**

None

**NEW BUSINESS**

Discuss changes to Draft Zoning/Sign Ordinance with Clearzoning.

Rod Arroyo, Mardy Stirling, and Joe Tangari, representatives from Clearzoning, were present to discuss a brief overview of some of the changes in the updated zoning/sign ordinance.

Tangari reported that the structure of the ordinance was a component that they focused on during the update. The new ordinance would have a seven chapter structure with information presented clearly throughout, along with illustrations, tables, and charts to enhance the understanding for readers.

Along with the reorganization, Tangari notified commissioners of work still being done on the ordinance. This work follows two primary tracks: new additions to the ordinance and amendments to existing provisions. Some new additions to the ordinance include, but are not limited to: electric vehicle charging stations, mobile food vending, solar energy systems, wind energy conversion systems, and recycling collection and processing centers. Tangari explained that amendments being made to the ordinance are due to new state and federal statutes and updated current best practices for zoning and land use management.

Tangari brought to attention six outstanding issues of the ordinance for commissioners to examine:

1. Defining mixed-use development. Clearzoning recommended that mixed-use development be defined as “any combination of two or more uses permitted in the district on a single zoning lot,” subject to commissioners approval. Commissioners and Staff approved of this definition.
2. The River District. Clearzoning recommended five possible standards to add to the River District’s permitted uses. Tangari explained that these recommendations were solely for discussion purposes and none of the proposed recommendations have been written into the new ordinance. The five recommendation are as follows:
  - To establish a build-to-zone between 10 and 20 feet from the set back. Under this set back, a building could be set back a minimum of ten and maximum of 20 feet. This proposed set back would ultimately create a guideline or requirement that the purpose of this area would be to accommodate patios, outdoor displays or dining, and landscaping.
  - Make rear or side yard parking the standard for the district, which ultimately complements the first recommendation for the River District.
  - Require that a building’s street-facing façade includes two elements: an entry way and a certain percentage of windows. This avoids long, blank walls and orients buildings to their surroundings.
  - Permit mixed use development.
  - Another possible way to help build a district feel is to permit projecting signs.
3. The PSP District. Due to the PSP District’s current permitted uses being able to be incorporated into other districts as principal or special land uses, with one exception, the PSP District is becoming increasingly problematic. Also, the list of permitted uses in the PSP District is inconsistent with where many

things are actually located. Clearzoning proposed that with the Planning Commission's approval, the PSP district will be eliminated by using a step-by-step approach. Tangari explained that the district's parcels would also be rezoned in time for review at the next Planning Commission meeting.

4. Retail and Industrial Uses. Tangari explained that Clearzoning's goal is to simplify and combine the many retail and industrial uses defined in the current ordinance.
5. Service Establishments. Tangari also reported that service establishments are also not clearly defined in the current ordinance and that the way that it is currently written might allow for uses not conducive to a downtown atmosphere.
6. Appropriate location for adult uses. Clearzoning explained that due to the fact that adult uses are permitted in I-2, it would mean that adult uses would be permitted in a portion of the River District. They proposed an amendment to the River District to exclude adult uses from the overlap between I-2 and the River District.

Tangari concluded by explaining Clearzoning's next steps are to compare chapters 2, 3, and 4 to verify that the definitions, permitted uses by district, and use standards are consistent between all three chapters. He stated that the final document should be available to review in mid-October.

Set Public Hearing for November 11, 2015 on Draft Zoning/Sign Ordinance.

**MOTION** by McNiff, supported by Burke-Smith, to set Public Hearing for November 11, 2015 on Draft Zoning/Sign Ordinance.

On a voice vote; **MOTION CARRIED.**

Presentation by the Peter Allen group on Feasibility Study for 112 N. Eagle St.

Peter Allen began his presentation by discussing that the downtown district of Marshall could invest in interesting retail and other housing options to attract people of all ages, but specifically targeting younger residents (millennials) to come back after leaving for college.

Lisa Sauve, an architectural consultant working for the Peter Allen group, discussed a few different ideas on how to use the building. Lisa proposed a series of 4 townhouses along the back alley, 2 studio apartments in front, and for the downstairs to be left open for a year-round Farmer's Market/Café Community.

Allen reported that two models were researched: a for-rent model and a for-sale model. The most recommended model was a for-sale model targeted at the largest-employers in Marshall. Allen explained that units could be sold to the employers as an investment: employers want the young, bright employees, so they have to invest in housing that the prospective employees could utilize.

Allen reported that to have this property purchased and redeveloped, it would be a \$2 million dollar project.

## **OLD BUSINESS**

None

## **PUBLIC COMMENTS**

None

## **REPORTS**

Staff notified commissioners that the October meeting, originally scheduled for October 14<sup>th</sup> at 7 PM, is cancelled due to lack of business. The next meeting will be held on November 11<sup>th</sup> at 7 PM in the City Hall Council Chambers.

## **ADJOURN**

The Planning Commission adjourned at 8:16 pm.

Submitted by,

*Elizabeth Renaud*