

**MINUTES
MARSHALL CITY PLANNING COMMISSION
WORK SESSION
THURSDAY, January 7, 2016**

In a work session, Wednesday, January 7, 2016 at 6:04 p.m. at City Hall, Training Room, 323 W. Michigan Ave., Marshall, MI, the Marshall Planning Commission was called to order by Chair Davis.

ROLL CALL

Members Present: Commissioners Banfield, Collins, Davis, McNiff, Meservey, Rodgers, Zuck and Council Liaison Miller.

Members Absent: Commissioners Burke-Smith and Dyer.

Staff Present: Natalie Dean, Director of Community Services

AUDIENCE PARTICIPATION

None

WORK SESSION BUSINESS

Comparison of Draft Zoning/Sign Ordinance with current ordinances.

The Planning Commission's main objective during the work session was to compare the old zoning/sign ordinance with the new, Clearzoning Draft Zoning/Sign Ordinance. Commissioners along with staff discovered the major changes in the new ordinance dealt with content switching to different areas to create a cleaner and more logical flow.

Key changes in ordinance:

- Interactive, hyper-linked PDF form
- Consolidation of definitions and development of separate definition chapter
- Language cleaned up in district descriptions and amendment procedures
- Old introduction paragraphs in the ordinance were removed due to reformatting
 - Basic descriptions of the districts from old ordinance remain the same
- Some principal permitted uses and special land uses have changed
- Some language in Wireless Communication Facilities and Services (Section 4.47) changed due to changing of state regulations.
- Sign definitions remained the same, but were organized into an easy-to-follow graphic organizer
- Pictures were added to development standards of each district to allow for easier understanding
- Added selected references to bottom of development standards of each district for easy access to similar topics, all hyperlinked

Examples of changes in districts:

- R-1 Residential Estate District (Section 3.1.1)
 - In the old ordinance, the special land use of “farms” in this section had five different explanations underneath it (what farming was, how many acres, etc.) In the new ordinance, a hyperlink on the word “farms” leads you to the farms chapter in definitions where it explains everything from the old ordinance. This allows for the actual list of uses, both principal permitted uses and special land uses to be in a clear, concise list without paragraphs of information confusing readers.
 - Same thing with “golf courses” as with “farms.”
- R-2 Suburban Residential District (Section 3.1.2)
 - Added small solar energy systems, medium solar energy systems, vehicle charging stations to principal permitted uses.
 - Schedule of regulations changed
 - New ordinance: Minimum side yard setback: 8 feet on both sides
 - Old ordinance: Minimum side yard setback: 8 feet on one side, 7 feet on other.
- POSD Professional Office Service District (Section 3.1.6)
 - The old ordinance listed several types of office spaces in principal permitted uses. The new ordinance consolidated the term to “general office”
 - Added mixed-use development to principal permitted uses
 - This would allow for residential dwellings above office spaces.
 - Added mobile food vending and electric vehicle charging stations in principal permitted uses.
 - Added wind energy conversion systems to special land use.
- HCHSD Health Care and Human Services District (Section 3.1.7)
 - Did the same thing with term “general office” as in POSD.
 - Added solar energy systems and vehicle charging stations to principal permitted uses.
- PSP Public/Semi-Public Services District (Section 3.1.14)
 - No setbacks for PSP existed in the old ordinance. In the new ordinance, setbacks were established and modeled after POSD.

The Planning Commission suggested the following edits on the new Draft Zoning/Sign Ordinance:

- In the following sections, take the phrase “*Total of 2 sides must equal ___ feet” off of the Development Standards graphic:
 - R-3 (Section 3.1.3), MFRD (Section 3.1.4), B-2 (Section 3.1.8), B-4 (Section 3.1.10), and I-1 (Section 3.1.12)
- In R-3, (Section 3.1.3), the front yard setback on the graphic should read “25’ Min.” in correspondence with the schedule of regulations in the ordinance.
- Use Standards section for Farms (Section 4.9), the first numbered bullet point should read:
 - “Farming activities shall be limited to parcels of land separately owned outside the boundaries of a plat.”

The Planning Commission suggested the following subjects to be look into during future edits:

- Definitions of mobile homes to be added to the ordinance.
 - Mobile homes are referred to in the ordinance in the definitions of “open air business”, “structure”, “truck tractor”, use standards of electric vehicle infrastructure, etc.
 - Manufactured dwellings are defined under “dwellings” in the definition section, however no definition for mobile home exists in the ordinance.
 - However, it does state “The Manufactured Housing Park (MHPD) district is intended to provide for the location and regulation of manufactured housing parks (formerly known as “mobile home parks”), as defined by the Mobile Home Commission Act, P.A. 96 of 1987, as amended (M.C.L.A. §§ 125.2301 et seq.) and the Manufactured Housing Commission General Rules.
 - The Planning Commission suggests that “mobile home” be added to the definition section with the definition referring to state regulations.
- Definitions of therapeutic massage and adult massage parlors.
- Potentially adding an “Airbnb” Ordinance in collaboration with City Council.

ADJOURN

The Planning Commission adjourned at 7:57 pm.

Submitted by,

Elizabeth Renaud