

**MINUTES
MARSHALL CITY PLANNING COMMISSION
WEDNESDAY, April 13, 2016**

In a regular meeting session, Wednesday, April 13, 2016 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 Chair Banfield.

ROLL CALL

Members Present: Commissioners Banfield, Burke-Smith, Collins, McNiff, Meservey, Zuck and Council Liaison Miller (7:02 PM).

Members Absent: Commissioners Davis, Dyer, and Rodgers.

Staff Present: Natalie Dean, Assistant City Manager/Director

MINUTES

MOTION by Collins, supported by McNiff to accept the minutes of the March 9, 2016 regular meeting as presented. On a voice vote; **MOTION CARRIED.**

AGENDA

MOTION by Zuck, supported by Burke-Smith, to accept the agenda for the April 13, 2016 regular meeting as presented. On a voice vote; **MOTION CARRIED.**

AUDIENCE PARTICIPATION

None

PUBLIC HEARINGS

None

NEW BUSINESS

Receive Special Land Use request #SLU16.02 for 224 S. Jefferson for home occupation.

MOTION by Zuck, supported by McNiff, to receive Special Land Use request #SLU16.02 for 224 S. Jefferson for home occupation.

Staff reported the applicant is currently renting the house, but with the owner's permission, would like to move her massage business into the home.

Commissioners inquired as to available parking for her clients. Council Liaison Miller commented that due to the nature of the business, there is only one client at a time and no need for large amounts of parking at the site. Staff supported this claim, commenting that the applicant has reported to her that she only ever sees one client at a time.

Commissioners commented that her application was thorough and well-detailed.

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

Set public hearing for May 11, 2016 to hear comments on Special Land Use request #SLU16.02 for 224 S. Jefferson for home occupation.

MOTION by Burke-Smith, supported by Collins, to set public hearing for May 11, 2016 to hear comments on Special Land Use request #SLU16.02 for 224 S. Jefferson for home occupation. On a voice vote; **MOTION CARRIED.**

Cancel public hearing for Donation Collection Bins and reschedule for May 11, 2016.

MOTION by Zuck, supported by McNiff, to cancel public hearing for Donation Collection Bins and reschedule for May 11, 2016. On a voice vote; **MOTION CARRIED.**

Discuss Planning Commission process for Zoning/Sign ordinance review.

Staff commented that Council would prefer that the Draft Zoning/Sign Ordinance, in its entirety, come back to the Planning Commission for review. She commented that there was not a deadline put on the review of the ordinance.

Mayor Jack Reed reported that due to concerns from City Council, they are requested the Planning Commission review the Draft Zoning/Sign Ordinance so that it may be presented in more of a positive manner. He commented that the City Council members seemed to still be in support of what the Planning Commission is doing, and that they appreciate the friendly usability of the document.

Mayor Reed reported that Council assumed that the Draft Zoning/Sign Ordinance would be taken in its entirety and converted over to the new software, without content changes. Council believed that then, after the software upgrade, the new content could have been introduced. Mayor Reed communicated that Council felt as though after the ordinance came back from Clearzoning, a thorough review of the final product was not conducted by the Planning Commission before giving it to City Council to pass.

Mayor Reed suggested that the each of the Planning Commissioners, or two at a time, take a chapter to review and bring it back to the Planning Commission to discuss. Mayor Reed stated that the Council would like to know that the Planning Commission

has gone through the document, agreed that Clearzoning has done what they wanted them to do, and that the Draft Zoning/Sign Ordinance is in the best-shape it could be to present to Council.

Commissioners commented that they felt as though Council members did not do a thorough reading of the Draft Zoning/Sign Ordinance before the Council meeting. Mayor Reed agreed that City Council members needed to take the time to read the document thoroughly before critiquing the Draft Zoning/Sign Ordinance.

Staff commented that she is concerned that even after the Planning Commission reviews the document for language errors, that even a version clear of typos will not satisfy some of the Council members due to their opinions of the regulations set forth in the document, many of which are the same regulations that Marshall has active today.

Commissioners commented that they are responsible as a Planning Commission for the interpretation of the ordinance. Commissioners inquired as to whether the document was being kicked back to the Planning Commission due to typos or for substantial content-related issues. Mayor Reed commented that the City Council never referred to the issues they had with the ordinance as “typos,” but as items of error. Mayor Reed stated that due to these errors, City Council read further and found paragraphs they felt were misleading.

Council Liaison Miller stated that she felt unless the Council gave the Planning Commission specific details about what they feel is wrong with the Draft Zoning/Sign Ordinance, that it does not give the Planning Commission the direction that they would need to change anything.

Staff inquired to the commission if they would agree to allow her to review the Draft Zoning/Sign Ordinance before the June Planning Commission meeting and bring to the commissioners the sections that may need changes. She stated that the Planning Commissioners would then go over the changes as a board and hold a public hearing in July on the changes before presenting it to City Council in August. The commissioners agreed to this plan.

OLD BUSINESS

None

PUBLIC COMMENTS

None

REPORTS

None

ADJOURN

The Planning Commission adjourned at 7:50 pm.

Submitted by,

Elizabeth Renaud