

**City of Marine City
Planning Commission Meeting
February 12, 2018**

A regular meeting of the Marine City Planning Commission was held on Monday, February 12, 2018, in the Fire Hall, 200 South Parker Street, Marine City, Michigan, and was called to order by Chairperson Moran at 7:00pm.

After observing a moment of silence, the Pledge of Allegiance was led by Chairperson Moran.

Present: Chairperson Joseph Moran; Commissioners Graham Allan, William Beutell, Jacob Bryson, Keith Jenken & Brian Ross; City Commissioner David Simpson; City Manager Elaine Leven; Deputy Clerk Elizabeth McDonald

Absent: Building Official Susan Wilburn

Communications

None.

Public Comment

Tom Vertin, 420 South Water Street, addressed the Board regarding downtown parking and signage. He stated that the City parking in front of the Our Lady on the River Parish was not being utilized and that there was not adequate signage directing traffic to both ends of downtown. He suggested that the City look at creating signage for a downtown loop.

Melissa Fisher, Marine City Fish Company, approached the Board about their plans for the future of the Marine City Fish Company. She stated that it was time for them to take the next step and expand to allow for year round business by way of building a covered patio and second story above the existing patio. She thanked everyone for supporting their business for the past nine and half years.

Approve Agenda

Motion by City Commissioner Simpson, seconded by Commissioner Jenken, to amend the agenda to the following:

New Business	Item #9-A	Site Plan Review– Marine City Fish Company
New Business	Item #9-C	Redevelopment Ready Communities
New Business	Item #9-D	Planning Commission Annual Report

Motion by City Commissioner Simpson, seconded by Commissioner Jenken, to approve the agenda, as amended. All Ayes. Motion Carried.

Approve Minutes

Motion by Commissioner Beutell, seconded by Commissioner Ross, to approve the January 8, 2018 meeting minutes of the Planning Commission, as presented. All Ayes. Motion Carried.

Unfinished Business

None.

New Business

Site Plan Review – Marine City Fish Company

The Board began the discussion by reviewing the memo from Building Official Wilburn and discussed the variances required for approval. The applicants were made aware that they would need to apply for a variance request for the second floor balcony and exterior stairway and needed approval from the Zoning Board of Appeals in order to proceed with the proposed Site Plan.

Herbert Blackstock, of Blackstock – Alessandri Associates, LLC, addressed the Board's questions regarding the exterior stairway on the north property line. He noted that they were aware the proposed stairs did not meet the City's setback requirements and that they intended to make the stairs out of steel to help alleviate any code issues.

Motion by City Commissioner Simpson, seconded by Commissioner Jenken, to approve the Site Plan, as presented, subject to the Zoning Board of Appeals granting any needed variances. All Ayes. Motion Carried.

Downtown Signage

City Manager Leven stated that she had spoken with the County, and they were willing to create a public parking map based upon the Wade Trim Parking Study that was conducted. She also stated the following:

- She had been working on a plan for utilizing the parking in front of the church on South Water Street.
- She was seeking input from the Board on downtown signage location and design. The maps created by the County would be available in order for the Board to note where the signage would be located.
- The City Commission had received a proposal from Wade Trim to complete this project and it was decided that the proposal was too costly, which was why the Planning Commission had been asked to work on it.

Commissioner Jenken said that the Tax Increment Finance Authority (TIFA) had worked on downtown signage in prior years, but that the Michigan Department of Transportation (MDOT) had imposed strict regulations regarding what types of signage could be utilized. He stated that the current signage in the area was what MDOT had allowed to be used, and suggested that Wade Trim contact MDOT in order to determine what signage would be allowable.

City Manager Leven stated that directional parking signage could be used for parking and that the Board should look at other communities for design ideas. She also said that she would get the Board members the parking maps from the County, in addition to, the Wade Trim Parking Study as soon as possible.

City Commissioner Simpson suggested that signs in the downtown area be consolidated and that multiple signs could be placed on a single post. He also said that uniquely designed signs should be considered in order to grab visitor's attention such as a lighthouse with the letter "P" on it for parking.

Chairperson Moran suggested that the Board consider having the River Rec Teen Zone design the signage and that pictures be taken of existing signage.

Commissioner Allan supported the idea of directing traffic to both ends of town, but noted he was concerned about potential traffic hazards due to there not being a three-way stop near the Inn on Water Street.

Tom Vertin, of the Inn on Water Street, expressed concern about the timeline of this project and how it affected current businesses.

City Manager Leven stated that she would check with the Department of Public Works to see if there were any “Downtown” signs that could be installed until new signage could be acquired.

Redevelopment Ready Communities

City Manager Leven stated she received a memo from Wade Trim, which stated the following:

- The City ordinances were currently being updated.
- The City was considered engaged in the Redevelopment Ready Communities’ Program and the next step was to discover what needed to be done to become a fully Redevelopment Ready Community.
- The Board needed to decide if they wanted to finish up the Master Plan or postpone approval until the City became a Redevelopment Ready Community.

Chairperson Moran noted that Dave Struck from the Metropolitan Planning Commission (MPC) was supposed to have the Master Plan updated from the last meeting, and suggested that the Board approve the Master Plan and make the Redevelopment Ready Community changes at a later date.

Commissioner Beutell spoke in support of approving the Master Plan without the Redevelopment Ready Community needed items.

City Manager Leven said that the Recreation Plan had been more of a priority for the MPC to complete due to the March 1, 2018 submittal deadline.

No action was taken by the Board at this time.

Planning Commission Annual Report

City Manager Leven stated that the Annual Report was something that the Planning and Zoning Enabling Act required. The variances were a part of the report as a way for the Board to review any trends of variance approvals occurring in order to see if changes to the Ordinances were required.

Motion by Commissioner Allan, seconded by City Commissioner Simpson, to approve the Planning Commission Annual Report, as presented. All Ayes. Motion Carried.

Adjournment

Motion by City Commissioner Simpson, seconded by Commissioner Beutell, to adjourn at 8:03 pm. All Ayes. Motion Carried.

Respectfully submitted,

Elizabeth McDonald

Elizabeth McDonald
Deputy Clerk

Kristen Baxter

Kristen Baxter
City Clerk