

PLANNING COMMISSION MINUTES
Regular Meeting
November 10, 2020

CALL TO ORDER: The November 10, 2020, Planning Commission meeting was called to order by Chairman Brummette at 7:01 P.M.

PRESENT: Chairman Brummette, Commissioners Pennington, Clarke, Duweck, Bly, Council member VanStee. Also present: Community Development Director Myrkle, Interim City Manager Thomas and City Clerk Terpstra.

ABSENT: Commissioner Snyder and McRae.

Commissioners cited the Pledge of Allegiance.

Commissioner Snyder arrived at 7:03 P.M.

APPROVAL OF MINUTES:

Motion by Commissioner Pennington, second by Snyder to approve the minutes of August 11, 2020 as presented. Carried. 6 Yes. 0 No

APPROVAL OF AGENDA:

Motion by Commissioner Snyder, second by Clarke to approve the agenda with the addition of the Pledge of Allegiance. Carried. 6 Yes. 0 No.

EARLY PUBLIC COMMENT:

Community Development Director Myrkle stated that Commissioner McRae was having trouble connected via Zoom.

Commissioner McRae was able to connect via Zoom at 7:07 P.M.

Eric Crandall, advised that he was present on the call in the event that commissioners had a question on the lot split on Pleasant Street.

NEW BUSINESS:

A. PUBLIC HEARING–LOT SPLIT 214 PLEASANT, 216 PLEASANT AND 334 E. LOVETT:

Public Hearing Opened: 7:08 P.M.

Community Development Director Myrkle stated that this is in an older part of town and a typical situation. He stated that Mr. Bauer, owner of the property, was present in case there were any questions.

Public Hearing Closed: 7:12 P.M.

B. ACTION- LOT SPLIT 214 PLEASANT, 216 PLEASANT AND 334 E. LOVETT:

Commissioner McRae moved, supported by Clarke to recommend the lot split for 214 Pleasant, 216 Pleasant and 334 E. Lovett be approved as presented.. Carried. 7 Yes. 0 No.

C. PUBLIC HEARING –LOT SPLIT 414 AND 418 HORATIO:

Public Hearing Opened: 7:14 P.M.

Chairman Brummette stated for the record that he has performed work for the owner of 414 Horatio, however has no benefit to the decision made regarding this property.

Public Hearing Closed: 7:15 P.M.

D. ACTION- LOT SPLIT 414 AND 418 HORATIO:

Commissioner Bly moved, supported by Snyder to recommend the lot split for 414 and 418 Horatio be approved as presented. Carried. 7 Yes. 0 No.

Eric Crandall, stated for the record that he is the real estate broker for this property and not the owner.

E. PUBLIC HEARING-REZONE- 1981 S. COCHRAN:
Public Hearing Opened: 7:17 P.M.

Community Development Director Myrkle stated that this is the large brick house on the corner of Kalamo Hwy. and S. Cochran. He stated that it is a residential style property that had been zoned commercial for a business in the past. He stated that there was an error in the date on the notice that was sent and that he would reach out to the properties within the 300 ft. to let them know that they could raise any issues they had at the next council meeting if there were any concerns.

Christine Reist, 351 VanSickle Dr., owner of the property, stated that it had been a one person beauty shop until she purchased and had a paper and packaging business there. There has been no business there for the past five years. There is a person interested in buying, however, in order to obtain the loan the zoning would need to be residential.

Commissioner McRae asked if the change in zoning would then preclude the other business uses.

Community Development Director Myrkle stated that only a home based business allowed by the zoning ordinance would be permitted.

Public Hearing Closed: 7:22 P.M.

F. ACTION-REZONE-1981 S. COCHRAN:
Commissioner Clarke moved, supported by Snyder to recommend the rezone for 1981 S. Cochran from B-1 Local Business District to R-2 One Family Residential as presented.. Carried. 7 Yes. 0 No.

G. PUBLIC HEARING- SITE PLAN 238 & 244 S. SHELDON:
Public Hearing Opened: 7:24 P.M.

Community Development Director Myrkle gave an overview of the project and mentioned the reduced yard space.

Joe Pray, 316 W. Seminary, gave an overview of the plans for an addition to the building and the parking area expansion for the future needs. He explained the location of the existing trees and trees that will be added for neighbor privacy around the parking area.

Commissioner McRae asked about restrictions for access to the lots when they were not being used.

Mr. Pray indicated that they would be able to restrict access via a chain across the driveway. He stated that the project would not be started until next year.

Chairman Brummette expressed his appreciation for not losing any of the existing trees.

Public Hearing Closed: 7:41 P.M.

Commissioner McRae stated for the record that he was participating via Zoom from Eaton County, City of Charlotte, 320 W. Lawrence Ave., MI.

H. ACTION- SITE PLAN 238 & 244 S. SHELDON:
Commissioner Snyder moved, supported by Bly to recommend the site plan for 238 & 244 S. Sheldon per Resolution No. 2020-06 as presented below. Carried. 7 Yes. 0 No.

**PLANNING COMMISSION RESOLUTION NO. 2020 -06
A RESOLUTION TO APPROVE A SITE PLAN FOR PRAY
FUNERAL HOME, P-1 DISTRICT COMMERCIAL PARKING LOT,
238 & 244 S. SHELDON STREET**

WHEREAS, Pray Funeral Home has submitted a site plan for review and approval; and

WHEREAS, the City of Charlotte Planning Commission is required to use the following checklist, and has made the following findings regarding this site plan:

- The location and design of driveways providing vehicular ingress to and egress from the site, in relation to streets giving access to the site, and including acceleration and deceleration lane needs is adequate and in compliance with the city's zoning regulations.
- There is no need for additional service drives or marginal access roads as a result of this expansion.
- The parking lot layout, including ingress, egress and driveway widths conform to the requirements of the city's zoning regulations.
- Location and requirements for fences, walls and greenbelts are adequate and in compliance with the city's zoning regulations.
- Lighting and landscaping details are adequate and in compliance with the city's zoning regulations
- There are no special site features such as play areas or pools included in this site plan.

THEREFORE, BE IT RESOLVED that the City of Charlotte Planning Commission hereby approves the site plan as presented.

REPORTS, COMMENTS, CORRESPONDENCE:

STAFF REPORT:

Community Development Director Myrkle reported that there will be a meeting on December 2, 2020. There will be at least two items on that agenda regarding the Olde School redevelopment project for low to moderate income housing. He stated there may be more than normal citizen participation due to the proximity and density of the neighbors in the area.

Community Development Director introduced Interim City Manager Thomas Thomas and also new Commissioner Michael Duweck.

Commissioner Duweck stated that he was pleased to participate and contribute to his community and looks forward to working with his fellow

commissioners.

Chairman Brummette expressed his appreciation for everyone that makes the meetings happen with all that is going on with the pandemic. He thanked Mr. Myrkle for his preparations for the meetings.

Commissioner McRae explained that he was attending via Zoom due to health department requirements as he had been exposed to COVID.

LATE PUBLIC COMMENT:

Mayor Armitage, 213 Plymouth Dr., thanked the commissioners. He stated that there are currently two openings and encouraged citizens to apply for the open positions. He stated that Facebook and Zoom have been going well. He stated that anyone participating via Zoom will now be required to state the City, County and State in which they are participating from. This should be indicated during roll call. He stated that the upcoming City Council meetings will include the Audit report on November 23rd, Special meeting on December 7th to discuss Organizational and Financial Analysis for the City and a closed session to discuss City Manager selection.

Joe Pray, 316 W. Seminary, thanked the commission for the work that they do and for the review of the site plan at tonight's meeting.

Chairman Brummette, asked about the training that had been discussed before the pandemic.

Community Development Director Myrkle stated that he is uncertain with the COVID and thinks that the funding has become a more competitive process and that the City may need to reapply for the application. He suggested waiting until there is a full board so that everyone could take advantage of the training and work through the Master Plan process.

There being no further business, Commissioner Bly, supported by Snycer moved to adjourn at 7:57 p.m.

Ginger Terpstra, City Clerk, CMMC