



PLANNING COMMISSION

Thursday, May 8, 2014

1. Roll Call – 7:00 P.M. – City Hall Community Room
2. Approval of Minutes – April 10, 2014
3. New Business
 - (a) Proposed Sign Committee Ordinance Amendments
4. Old Business
 - (a) Continued review of the Master Plan: Chapter 6 Economic Development
5. Updates
 - (a) Ordinance amendments
 - (b) 1200 Bay View Road
 - (c) MDOT 2015 Charlevoix Avenue Project
6. Adjournment



City of Petoskey

PLANNING COMMISSION

April 10, 2014

A special meeting of the City of Petoskey Planning Commission was held in the City Hall Community Room, Petoskey, Michigan, on Thursday, April 10, 2014. Roll was called at 7:03 P.M. and the following were:

Present: Gary Greenwell, Chairperson
Dana Andrews
Dean D. Burns
James Holmes
Elizabeth Looze
Emily Meyerson
Rick Neumann
Cynthia Linn Robson

Absent: Eric Yetter

Staff: Amy Tweeten, City Planner
Lisa Denoyer, Administrative Assistant

Others Present: Joe Barbercheck, 413 Elizabeth
David Fershee, 331 Bay Street
Dean Fleury, 108 Michigan Street
Al Gruler, 125 Fulton Street
Elzena Windorfer, 319 Grove Street

Upon motion and support, the minutes of the March 13, 2014 meeting were approved with Commissioner Greenwell abstaining.

Public Hearing on the Proposed Zoning District and Text Amendments

Staff reviewed the proposed changes, maps and the intent of the changes and how they were compatible with the City's Master Plan.

At this time the meeting was opened for public comment.

Dean Fleury, 108 Michigan Street, commented that he disagreed that the proposed zoning changes to the Family Video lots would enhance the area and voiced concerns about traffic, especially at the intersection of Emmet and Mitchell Streets as it is already horrendous and walking is difficult, the potential noise and odor coming into the neighborhood from future developments, traffic in the alley from Elizabeth Street to the parking lot of Family Video, accidents at the intersection of Emmet and Michigan Streets, and the additional traffic that will be generated once Sunset Square is constructed. Mr. Fleury asked if there was a compelling reason to change the zoning now and not when the property at Sunset Square is developed and stated that he would like to see the alley closed but was not sure if other residents would want that as well and that he would like to see improvements/development of old hotel on the corner of Emmet and Michigan Streets.

Al Gruler, 125 Fulton Street, asked if an existing warehouse in the B-3 General Business District or I-1 Light Industrial District would require a special use permit or if it would be grandfathered into the new zoning district, to which the City Planner responded that it would be grandfathered.

Joe Barbercheck, 413 Elizabeth Street, commented that he agreed with Mr. Fleury's comments and asked if it might be possible to close the alley to vehicles and change it to a walking alley. Mr. Barbercheck also commented that the alley had been closed most of the winter due to snow accumulations and no one complained about it and voiced concerns about additional traffic that will be generated by new construction at Sunset Square.

Elzena Windorfer, 319 Grove Street, commented that her property abuts to the Post Office and asked what uses would be allowed in the proposed B-2B Mixed Use Corridor District.

The City Planner responded that the allowed uses would be single family, two family, and multi-family residences and the same commercial uses as in the Central Business District but in some ways less intensive uses than the current B-3 zoning.

There being no more public comment, the hearing was closed.

Commissioner Meyerson commented that; there were some good points made during public comment, the Commission cannot predict what will happen at Sunset Square, pedestrian crossing is a problem at the Mitchell Street/Emmet Street intersection but that there are plans to improve the intersection, that the job of the Commission is to look at the City as a whole and not just one property, and that site circulation issues would be addressed when a development was proposed.

The Commission and staff discussed approval processes in the B-2 Central Business District to which staff clarified that if a new building meets the form standards, no review by the Commission would be required.

Commissioner Neumann asked if tenants of rental properties on Michigan and Elizabeth Streets used the alley for parking and if there would be any benefit to closing the west end of the alley to reduce traffic. He also commented that he believed all four parcels at the entrance to downtown should be zoned the same as the rest of downtown and that the Downtown Management Board had done studies of the entrance to downtown and that they are planning to make pedestrian crossing improvements and there is a strong interest to improve the Mitchell/Emmet Street intersection as part of redeveloping that area and that traffic/pedestrian issues will be addressed.

Commissioner Robson commented that she understands that the Commission's goal is for a stronger entrance but feels for the residents in the area. Ms. Robson also commented that pedestrian use needs to be addressed when Sunset Square is developed, parking needs to be limited to cut down on vehicle ins and outs and asked staff if zoning the area as B-2A would soften the area.

Staff responded that the B-2A District has the same allowed uses as the B-2 District and more uses than what are allowed in the Office Service District.

Commissioner Burns commented that he would not want to close off the alley without consulting with everyone first and that would be a City Council decision, but understands the residents' concerns. He also commented that it appeared as though the only issue with the proposed rezoning changes was the change to the B-2 Central Business District at the corner of Mitchell and Emmet Streets and suggested that the Commission defer a decision on the proposed B-2

Central Business District boundary but move forward with making a motion on the other proposed changes.

Commissioner Looze commented that underground parking at Sunset Square would likely benefit the properties south of E. Mitchell Street, reducing the need for on-site parking, but that for it to be useful the pedestrian crossing would need to be improved.

Commissioner Andrews proposed postponing action on the amendment to the Central Business District boundary for further discussion.

Commissioner Greenwell commented that he did not support closing the alley and recommended that the Commission not postpone its recommendation to City Council to approve the proposed amendments to the B-2 Central Business District boundaries.

At this time Commissioner Meyerson made a motion, seconded by Commissioner Robson, to recommend to City Council that a new B-2A Transitional Business District be created and certain properties be rezoned to this district as proposed, stating that the purpose and intent of the change was to create a district that to complement the historic urban core of the Central Business District, while providing a transition area to adjacent neighborhoods, that would have a less intensive development pattern than the Central Business District, but with a similar mix of uses to maintain and promote a pedestrian-friendly environment. She then stated goals and objectives of the City Master Plan with which the proposed amendment would be compatible, including maintaining and enhancing downtown Petoskey as the regional economic and cultural center of the community; guiding redevelopment in a manner that will maintain high quality living and working environments for current and future residents; encouraging continued rehabilitation and revitalization of existing commercial areas and neighborhoods; ensuring any infill development or redevelopment is compatible with and enhances existing residential areas; and that the proposed amendment is consistent with Master Plan Future Land Use Map.

The motion carried on a 8-0 vote.

Ayes: Andrews, Burns, Greenwell, Holmes, Looze, Meyerson, Neumann, Robson (8)

Nays: (0)

At this time Commissioner Meyerson made a motion, seconded by Commissioner Looze, to recommend to City Council that the identified properties fronting the 100 block of East Mitchell be rezoned as Central Business District as proposed, stating that the purpose and intent of the change is to enhance the entrance to downtown, by protecting and enhancing the vibrant pedestrian-oriented shopping and service environment of historic downtown Petoskey through the regulation of building form and land uses so that they reflect the urban character of the historic commercial center of the community, and further to perpetuate a pedestrian-oriented development pattern by requiring street level commercial uses and permitting a mix of upper floor uses.

She then referenced the goals and objectives of the City Master Plan with which the proposed amendment would be compatible that were noted in the agenda memo and power point and included maintenance and enhancement of downtown Petoskey as the regional economic and cultural center of the community and promotion of economic development that protects and enhances the community's natural, historic, social and cultural resources.

The motion carried on a 7-1 vote.

Ayes: Andrews, Burns, Greenwell, Holmes, Looze, Meyerson, Neumann (7)

Nays: Robson (1)

At this time Commissioner Meyerson made a motion, seconded by Commissioner Andrews, to recommend to City Council that certain properties bounded by Elizabeth Street, Michigan Street and Emmet Street and the 9 properties on Petoskey, Fulton and Washington Streets be rezoned to RM-2 Multiple Family as proposed, stating that the purpose and intent of the change is to continue the current residential uses of the area and referenced the goals and objectives of

the City Master Plan with which the proposed amendment would be compatible that included guiding development and redevelopment in a manner that will maintain high quality living and working environments for current and future residents; encouraging continued rehabilitation and revitalization of existing commercial areas and neighborhoods; ensuring any infill development or redevelopment is compatible with and enhances existing residential areas; and ensuring a range of housing types and price levels to address the demands of various age groups, household types and income levels.

The motion carried on a 8-0 vote.

Ayes: Andrews, Burns, Greenwell, Holmes, Looze, Meyerson, Neumann, Robson (8)
Nays: (0)

At this time Commissioner Meyerson made a motion, seconded by Commissioner Robson, to recommend to City Council that a new B-2B Mixed Use Corridor be created and certain properties be rezoned to this new district as proposed, stating the purpose and intent of the new district and referenced the goals and objectives of the City Master Plan with which the proposed amendment would be compatible, including to guide development and redevelopment in a manner that will maintain high quality living and working environments for current and future residents; to encourage continued rehabilitation and revitalization of existing commercial areas and neighborhoods; to ensure any infill development or redevelopment is compatible with and enhances existing residential areas; and that the change is consistent with the City Master Plan Future Land Use Map.

The motion carried on a 8-0 vote.

Ayes: Andrews, Burns, Greenwell, Holmes, Looze, Meyerson, Neumann, Robson (8)
Nays: (0)

Master Plan Review – Chapter 4 Transportation

The Commission heard a presentation on “complete streets” by Commissioner Meyerson that detailed what constitutes a “complete street” and different methods for achieving them. She noted that the City of Petoskey already does a good job, but there is always room for improvement. Staff then reviewed the updates and additions to the transportation chapter of the Master Plan that will be made, including information on the US-31 Access Management Plan, traffic counts on City streets, updates to street classification definitions, and information from the Sidewalk Plan, and the Atkins Road extension. The Commission also recommended updates to the trail system map, adding a strategy of adopting a “complete streets” policy, expanding the sidewalk plan to a non-motorized plan that would include improvements for cyclists, and new goals of increasing the percent of commuters who walk, bike or carpool, and improving connections from the trail system to the downtown for cyclists.

Meeting adjourned at 9:00 p.m.

Reviewed by Emily Meyerson, Vice Chair



BOARD: Planning Commission

MEETING DATE: May 8, 2014

DATE PREPARED: May 1, 2014

AGENDA SUBJECT: Proposed Sign Committee Ordinance Amendments

RECOMMENDATION: Review and Discuss Proposed Amendments

At its March 20th meeting, the Commission reviewed proposed Sign Ordinance Amendments submitted by the Sign Committee. Modifications based on that review have been made as follows.

1. Historic Sign Language Change

Proposed Definition (*addition to current definition in italics*)

Historic Sign: A sign located on a building or site that is determined by the City's Planning Commission, or its designated Sign Committee, to be of historic merit and significance and is an integral element to the historic character of the building or site. Particular consideration shall be given to historic signs on buildings or sites that are listed or fall within a district listed on the National Register of Historic Places.

Current language of Section 8.2(1)(d) that allows review of historic signs as special condition use signs:

Historic signs may be maintained, restored, or renovated subject to review of the sign and historic designation.

The committee recommends amending the Section 8.2 (1) (d) to become:

Historic Signs may be maintained, restored, or renovated subject to review of the sign and historic designation. Particular consideration shall be given to historic signs on buildings or sites that are listed or fall within a district listed on the National Register of Historic Places and that can be proven to have been in place a minimum of fifty (50) years having one or more of the following characteristics:

- Associated with historic figures, events or places specific to the City;
- Significant as evidence of the history of the product, business or service advertised;
- Significant as reflecting the history of the building or the development of the historic district; A sign may be the only indicator of a building's historic use;
- Characteristic of a specific historic period, such as gold leaf on glass, neon, or stainless steel lettering;
- Integral to the building's design or physical fabric, as when a sign is part of a storefront made of Carrara glass or enamel panels, or when the name of the historic firm or the date are rendered in stone, metal or tile;
- Removal can harm the integrity of an historic property's design, or cause significant damage to its materials; or
- Local landmarks, that is, signs recognized as popular focal points in a community.

Signs that violate the prohibited category of the ordinance may not be considered for historic designation.

Re-installation of historic business signs that no longer exist in the specific building may be approved by the Planning Commission upon application and documentation of information listed above. In no case shall the Planning Commission approve an historic business sign that increases total allowable sign area more than 25%.

2. Historical Markers

Section 6.1 (3): Commemorative signs such as historical markers, memorial plaques or tablets, and the like mounted on buildings that do not exceed one (1) square foot may be approved by staff upon applicant documentation of historic significance. This does not include cornerstones, date stones or other features integral to the building. Free-standing commemorative signs placed upon public property are subject to review and approval by the local, state or national government with jurisdiction.

3. Institutional uses in residential districts

There is currently no provision for permitted institutional uses or campuses in residential districts to have free-standing signs. The proposed changes would allow limited signs in residential districts.

Section 8.2(j) Non-illuminated, free-standing signs for public, non-profit institutional uses in residential districts shall be reviewed by the Sign Committee but in no case shall a free-standing sign exceed 4 feet in height and 12 square feet in area.

Campus Signage

Section 8.2(k) Signs for institutional uses in a campus setting shall be reviewed by the Planning Commission for location, number and size. In no circumstance shall free-standing signs exceed ordinance allowances in the B3-A Resort Commercial, nor shall wall-mounted signs exceed 10% of the front façade wall area nor 5% of the side or rear facades.

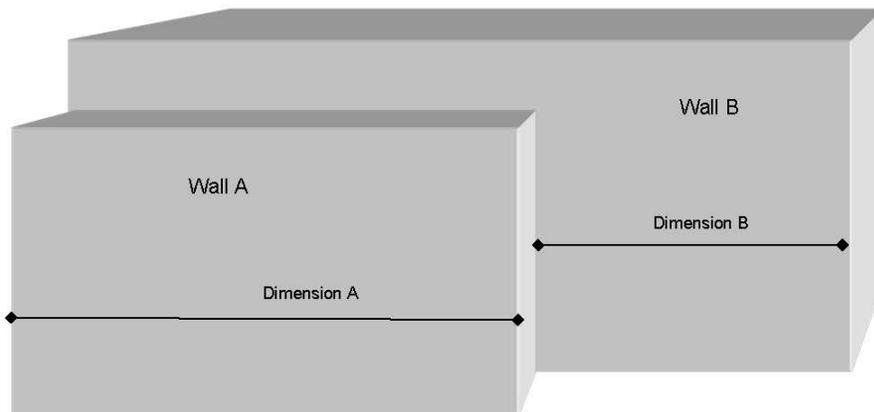
4. Change in wall-mounted sign calculation

The issue of whether the portion of a wall that is completely obscured by another wall or building should be allowed to count in the wall-area calculation was discussed by the committee. They recommend the following language change.

Ground-floor Wall Area. For purposes of this Ordinance, the ground-floor wall area is the width of the wall multiplied by an assumed standard ground-floor height of twelve (12) feet on the wall that the sign is placed. If there is a setback or variation in the building wall, the width of the wall section upon which the sign is placed is what should be used to calculate the allowable ground floor area. Only that portion of a wall that is visible in its entirety from the street or parking lot and not blocked by adjacent buildings or differing wall planes can be used in the calculation (*Figure 6 for a flat wall, Figure 6a for a wall with setback variation*).

Figure 6a

Wall area measurement for Wall A is Dimension A x 12 Feet;



5. Promotional Event Signs

Section 7.1(3)(c) which allows a longer display period for not-for-profit organizations should be eliminated.

6. Proposed changes to free-standing signs in the B-3 General Business District, I1 and I2 Industrial Districts

The recommendation is for the size restriction for all free-standing signs to be reduced to 8 feet in height and 30 square feet in area, with a provision added that a building or plaza with four or more businesses, the allowable sign area may be increased by 6 square feet for each additional business, up to a maximum sign size of 42 square feet. The special condition provision (8.2(1)(h)) that allows up to an additional 25% increase in sign size based on unique site conditions would remain.

7. New Zoning Districts

The new B2-A and B2-B Districts will have sign regulations the same as the B-2, which is 12 square feet in area and 8 feet in height for free-standing signs, 15% front façade and 10% side and rear facades for wall mounted signs.

8. Murals

The Commission recommends adding the following definition to the Sign Ordinance:

Mural. A work of decorative art applied on or attached to an exterior wall within public view that does not include graphics or text that can be interpreted as commercial advertising.

Section 6.1 Permitted Permanent Signs not requiring permits will then have added (7) Mural. This means that any mural would need review by staff to ensure there is no commercial message, but no permit would be required.



BOARD: Planning Commission

MEETING DATE: May 8, 2014

DATE PREPARED: May 1, 2014

AGENDA SUBJECT: Master Plan Review – Chapter 6 Economic Development

RECOMMENDATION: Review and Discuss Plan

The Commission will review Chapter 6 Economic Development. Please also review and bring to the meeting the Redevelopment Ready Communities Best Practices packet provided at the April meeting.