

CITY OF ITHACA  
PLANNING COMMISSION MEETING MINUTES  
TUESDAY, JANUARY 11TH, 2011

The meeting of the Ithaca Planning Commission was called to order by Chairperson John Wilson at 7:00 p.m.

Present were Chairperson John Wilson, Secretary Mark Barrows and Members Neville Pitcher, Wilbur Rykert, Jerry Timmons, Doug Wright, Jim Gruesbeck and Student Representative Meghan Litwiller. City Staff present were City Manager Chelsey Foster and Building Inspector Dale Sherman.

Absent was George Bailey.

Public in Attendance: Larry Trexler

Moved by Neville Pitcher, second by Jerry Timmons to approve the minutes of the previous meeting. Motion carried.

Public Comments: None were given.

Mr. Foster gave an over view of the final draft of the County Wide Master Plan. The economy section is an addition to show where Gratiot County was then and now. It highlights on economics such as industry and farming, economic base, industrial parks and providing room for future business/industry, commercial, employment, unemployment trends, commute, income and poverty, housing affordability, transportation such as roads, rivers, railroad, airport and education such as establishing schools. Members spoke on the County Wide Master Plan and the importance of the unity in the County and the changes over the last ten years in Ithaca. Mr. Foster asked the Planning Commission to recommend the City Council approve the County Wide Master Plan.

Motion by Doug Wright, seconded by Jerry Timmons to recommend the final draft of the Gratiot Regional Excellence & Transformation Plan (GREAT) to the City Council for review, comment and approval to distribute the plan to the surrounding municipal governments through electronic means where possible.

Roll Call Vote:

Yeas: (7) Barrows, Gruesbeck, Pitcher, Rykert, Timmons, Wright, Wilson

Nays: (0) None

Absent: (1) Bailey

Motioned carried.

Public Comments: None were given.

Meeting Adjourned: 7:30 p.m.

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Mark Barrows, Secretary

CITY OF ITHACA  
PLANNING COMMISSION MEETING MINUTES  
TUESDAY, MAY 10TH, 2011

The meeting of the Ithaca Planning Commission was called to order by Chairperson John Wilson at 7:00 p.m.

Present were Chairperson John Wilson, Secretary Mark Barrows and Members Neville Pitcher, Wilbur Rykert, Jerry Timmons. City Staff present were City Manager Chelsey Foster and Building Inspector Dale Sherman.

Absent were George Bailey, Jim Gruesbeck, Doug Wright and Student Representative Meghan Litwiller.

Public in Attendance: Larry Trexler, Nola Owen, Steve Foster, Kendall Foster and Chuck Griffin.

Moved by Jerry Timmons, second by Neville Pitcher to approve the minutes of the previous meeting. Motion carried.

Public Comments: None were given.

Chelsey Foster gave an update on the grant project for refurbishing the Kernen building and the potential addition of upper story apartments. Parking requirements are of concern and will be reviewed at a later date.

Mark Barrows inquired about Cartridges R Us drain update. Dale Sherman spoke on the upgrades that have been done to improve water flow.

Steve Foster brought his site plan for a two story mixed use building to be built at 120 E Emerson Street, Ithaca MI 48847. Members discussed the two story mixed use building layout. Neville Pitcher suggested Mr. Foster seek MDOT approval for all curb cuts early in the process. Members spoke about concerns of fire related egress issues. Members commented on how the drain commission should be notified about the two story mixed use building being built, making sure there are no regulations that have to be met.

Motion by Jerry Timmons, supported by Mark Barrows, to approve the site plan presented by Steve Foster for new mixed-use commercial building at 120 E Emerson St., with the note of approval of curb cuts by MDOT.

Yeas: 5

Nays: 0

Absent: 3

Dale Sherman gave a quick update on the well house at the north end of Woodland Park. All is going well the exterior of the building is about done. The floor will be poured sometime next week.

Public Comments: None were given.

Meeting Adjourned: 8:00 p.m.

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Mark Barrows, Secretary

CITY OF ITHACA  
PLANNING COMMISSION MEETING MINUTES  
TUESDAY, JULY 12TH, 2011

The meeting of the Ithaca Planning Commission was called to order by Chairperson John Wilson at 7:00 p.m.

Present were Chairperson John Wilson, Secretary Mark Barrows and Members Neville Pitcher, Doug Wright, Jim Gruesbeck, George Bailey, Wilbur Rykert. City Staff present were City Manager Chelsey Foster and Building Inspector Dale Sherman.

Absent was Jerry Timmons

Public in Attendance: LD Hollenbeck

Moved by George Bailey, second by Doug Wright to approve the minutes of the previous meeting. Motion carried.

Public Comments: None were given.

Chelsey Foster discussed downtown upper-story apartments, and related parking issues. One idea was to allow renters to purchase a parking pass for designated areas of City parking lots.

Motion by Jim Gruesbeck, second by Doug Wright to recommend removal of the requirement for two off-street parking spaces per residential unit in the Central Business District.

Yeas: 7

Nays: 0

Absent: 1

Motion carried.

Chelsey Foster discussed a possible requirement of the Zoning Ordinance for sprinkler systems to be put in any new third floor apartments, as we have no fire truck with a third floor ladder. Motion to table this idea until a cost study has been done for the first, second and third floors.

Public Comments: None were given.

Meeting Adjourned: 7:40 p.m.

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Mark Barrows, Secretary

CITY OF ITHACA  
PLANNING COMMISSION MEETING MINUTES  
TUESDAY, AUGUST 9TH, 2011

The meeting of the Ithaca Planning Commission was called to order by Chairperson John Wilson at 7:00 p.m.

Present were Chairperson John Wilson, Secretary Mark Barrows and Members Neville Pitcher, Doug Wright, Jim Gruesbeck, George Bailey, Dr. Kelvin Grant, Dr. Wilbur Rykert. City Staff present were City Manager Chelsey Foster and Building Inspector Dale Sherman.

Absent was Jerry Timmons

Public in Attendance: None

Moved by George Bailey, second by Mark Barrows to approve the minutes of the previous meeting. Motion carried.

Public Comments: None were given.

7:05 P.M. Mr. Sherman introduced a request made by Marci and Bob Gagne for a variance of 8 feet from the 25 foot rear yard set back and a request for a variance of 6 feet from the 15 foot side yard set back at 124 Norton Gibbs Drive, Ithaca Michigan for a conversion of a detached garage to an attached accessory building. Discussion ensued regarding the planned scope of work which would include attachment of a new breezeway to a floating slab garage and standard foundation house. Members discussed how such plans would violate the Michigan Building Code.

Motion by George Bailey, second by Doug Wright to require blueprints to be brought in for approval prior to action on the variance request.

Yeas: 7

Nays: 0

Absent: 1

Motion carried.

Members discussed allowing chickens in the City limits. Members decided to have City Manager Chelsey Foster draw up an ordinance to regulate all animals in the City limits.

Public Comments: None were given.

Meeting Adjourned: 8:02 p.m.

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Mark Barrows, Secretary

CITY OF ITHACA  
SPECIAL PLANNING COMMISSION MEETING MINUTES  
TUESDAY, AUGUST 30<sup>TH</sup>, 2011

Meeting Called to order by John Wilson; Chairman

Members Present: John Wilson; Chairman, Doug Wright, Mark Barrows, Jim Gruesbeck, Wilbur Rykert, George Bailey, Neville Pitcher, Jerry Timmons, Dale Sherman; City Building Inspector.

Public Attendance: Jeff Litwiller

Meeting was opened up to discuss the request made by Jeff Litwiller to add a 12' X 36' addition to his existing store at 1044 E Center Street, Ithaca Michigan. Members questioned if there were any ordinances that would prevent the request. Building Inspector Dale Sherman said there were none. Members discussed access to the apartment adjacent to the store, height of crawlspace under the addition, entrance to the store and if the store was wheelchair accessible.

Motion to allow Jeff Litwiller to add a 12' X 36' addition to his existing store at 1044 E Center Street, Ithaca Michigan.

Motion to accept was made by George Bailey, Seconded by Jerry Timmons.

Yeas: 8

Nays: 0

Absent: 0

Motioned Carried.

Meeting Adjourned: 7:10 p.m.

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Mark Barrows, Secretary

CITY OF ITHACA  
PLANNING COMMISSION MEETING MINUTES  
TUESDAY, SEPTEMBER 13th, 2011

The meeting of the Ithaca Planning Commission was called to order by Chairperson John Wilson at 7:00 p.m.

Present were Chairperson John Wilson, Secretary Mark Barrows and Members Neville Pitcher, Doug Wright, Jim Gruesbeck, Jerry Timmons, Dr. Kelvin Grant, George Bailey. City Staff present were City Manager Chelsey Foster and Building Inspector Dale Sherman.

Absent was Dr. Wilbur Rykert

Public in Attendance: Tom and Shawyn Sparks, Matt Vernon, RP Bidwell and Leonard Schrock.

Moved by Grant, second by Timmons to approve the minutes of the regular meeting held August 9, 2011. Motion carried.

Moved by Grant, second by Timmons to approve the minutes of the special meeting held August 30, 2011, with the correction of John Wilson as Chairperson. Motion carried.

Public Comments: None were given.

Members reviewed the site plan to construct a 58' x 60' barn, 3480 square feet at 800 N. Jerome Road, Ithaca Michigan. Members discussed the railroad right of way and the position of the barn on the thirty acre parcel.

Moved by Dr. Kelvin Grant, second by Jerry Timmons to approve the site plan to construct a 58' x 60' barn. Motion carried.

Members discussed a request by Matt Vernon for a special use permit to construct a 30' x 60' barn, 1800 square feet, located at 796 Serenity Drive, Ithaca Michigan. Members discussed the City ordinance whereas a house must be present when building an accessory building. Mr. Vernon stated that he is in the process of getting a financing grant to build a new house in the spring and there is already a well, septic and drain field on the property. Members and Mr. Vernon discussed a timeframe for financing to be completed. Members discussed holding a public hearing at the next regular planning commission meeting contingent upon Mr. Vernon providing a letter of financing approval from the bank to Mr. Sherman.

Moved by Dr. Kelvin Grant, second by Doug Wright to hold a public hearing for a special use permit for 796 Serenity Drive, Ithaca Michigan at the next regular planning commission meeting. Motion carried.

Members discussed ongoing problems with roaming cats in the City limits. Members talked about what other communities are doing about the problem. Members directed the City Manager to continue working on an overall animal ordinance that would address the issue of feral cats.

Moved by Neville Pitcher, second by Jerry Timmons to direct the City Manager develop a draft animal ordinance for the Commission's review as soon as possible. Motion carried.

Public Comments: None were given.

Meeting Adjourned: 7:40 p.m.

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Mark Barrows, Secretary

CITY OF ITHACA  
PLANNING COMMISSION MEETING MINUTES  
TUESDAY, OCTOBER 11, 2011

The meeting of the Ithaca Planning Commission was called to order by Chairperson John Wilson at 7:00 p.m.

Present were Chairperson John Wilson, Secretary Mark Barrows and Members Neville Pitcher, Doug Wright, Jim Gruesbeck, Jerry Timmons, Dr. Wilbur Rykert and George Bailey. City Staff present Building Inspector Dale Sherman.

Absent was Dr. Kelvin Grant.

Public in Attendance: Josh Melnek for JBS Contracting, Matt Vernon, Kari Vernon and Quincy Seiler for Monosem Inc.

Moved by Bailey, second by Timmons to approve the minutes of the regular meeting held September 13, 2011. Motion carried.

Public Comments: None were given.

Moved by Bailey, second by Timmons to open the Public Hearing for the request made by Matt Vernon for a special use permit for a new accessory building. Motion carried.

Chairperson Wilson opened the Public Hearing at 7:05pm.

Chairperson Wilson discussed the request made by Matt Vernon for a special use permit to construct a 30' x 60' barn, 1800 square feet, located at 796 Serenity Drive, Ithaca Michigan. A letter which was provided by Mr. Vernon's bank was read aloud by Building Inspector Sherman. The letter was required by the Planning Commission Board for proof of financing approval from the bank.

Moved by Wright, second by Timmons to close the Public Hearing. Motion carried.

Moved by Wright, second by Timmons to accept the letter and allow Mr. Vernon to move forward.

Members, Mr. Quincy Seiler for Monosem, and Mr. Josh Melnek for JBS Contracting discussed the request made by Monosem for a site plan review to construct a 75' x 120' x 16' Industrial Addition. Bailey questioned if the current water drainage was sufficient to handle the new addition. Mr. Seiler said the original drainage will handle the addition. Bailey questioned if there would be problems with the parking. Mr. Seiler assured the members the parking would be adequate for the addition of employees.

Moved by Timmons, second by Gruesbeck to approve the site plan.

Mr. Sherman gave an update on Cartridges Are Us.

Public Comments: None were given.

Meeting Adjourned: 7:12 p.m.

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Mark Barrows, Secretary