

CITY OF ITHACA
PLANNING COMMISSION MEETING MINUTES
Tuesday, December 10, 2019
7:00 PM

The regular meeting of the Ithaca Planning Commission was called to order by Chair Sherman at 7:00 p.m., followed by the Pledge of Allegiance to the American Flag.

Present: Chair Dale Sherman, Commissioners Richard Teal, Alison Jerome, Clare McCollum, Rob Endter and Mayor Alice Schafer

Absent: Commissioner Jerry Timmons

Staff Present: City Manager Jamey Conn and Deputy Clerk Cathy Cameron

Audience Present: Ryan Smith and Scott Kimmel

Motion by Teal, second by Jerome to approve the minutes of the regular meeting held October 8, 2019; motion carried.

New Business

Deputy Clerk Cameron presented the regular meeting schedule for calendar year 2020.

Motion by Jerome, second by Teal to approve the PC meeting schedule for 2020; motion carried.

Public Hearing

Motion by Schafer, second by Teal to open the public hearing for a variance to install an identification sign at 151 Commerce Drive; motion carried. Chair Sherman opened the public hearing at 7:05 p.m.

Manager Conn presented a variance request submitted by Signs Unlimited (on behalf of Mid-Michigan Health Department) to install an identification sign at 151 Commerce Drive. The proposed sign measures 118" wide by 60" high overall with the area of writing being 114" wide by 36" high totaling 28.5ft². Zoning code limits identification signs to 8ft². The proposed sign would replace the existing sign in the same location. Commission Teal stated that the zoning code size limitation seems small for a commercial business sign at this location. Manager Conn reported that he measured the neighboring business signs and the results were one at 19.26 ft² and another at 21.79 ft². He further stated that these sizes were not overwhelming given the landscape of the area on Commerce Park Drive.

Motion by Teal, second by Schafer to close the public hearing; motion carried. Chair Sherman closed the public hearing at 7:09 p.m.

Motion by Teal, second by Schafer to approve the identification sign for Mid-Michigan Health Department as submitted; motion carried.

Site Plan Review

Chair Sherman presented a site plan review submitted by Gemini Capital Management V, LLC for renovations and apartment development at 105, 107 & 115 E Center Street. Manager Conn stated that the renovations are all contained inside the existing building and would be similar to the those across the street previous approved by the PC. Mr. Smith stated that an enclosed stairwell will be constructed on the north side of the existing buildings for access to the second-floor apartments. Utilizing this 220ft² stairwell will also provide storage space for trash containers and renters bicycles etc.

Motion by Teal, second by McCollum to approve the site plan for Gemini Capital Management V, LLC for renovations at 105, 107 & 115 E Center St as submitted; motion carried.

New Business

Chair Sherman presented a site plan review submitted by Kimmel Propane Inc. for construction of a new pole building with office space located at 304 Dilts Rd. Manager Conn stated that this is a large lot and meets all the required setbacks. Mr. Kimmel stated that his proposed plans are to construct the building on the west side of the property closer to Commerce Park Drive. He has been in discussion with Manager Conn and DPW Director Studt regarding the development of a road to access his property from this location. Discussion was held on the storm water plan and the proposed parking lot spaces.

Motion by Schafer, second by Teal to approve the site plan for Kimmel Propane at 304 Dilts Rd conditional upon obtaining the required permits and meeting the standards set forth by Gratiot County Soil Erosion and Drain Commissioner; in addition to accepting an agreement with the City on driveway access to the property; motion carried.

Old Business

Creating Bylaws for the PC.

Transmittals

City Manager Activity Reports for November 19 and December 3, 2019.

Public Comments

Chair Sherman asked for any public comments; none were given.

Motion by Jerome, second by McCollum to adjourn the meeting at 7:30 p.m.; motion carried.

Alison Jerome, Commission Secretary

Cathy Cameron, Recording Secretary