Approved: September 15, 2014

Meeting of August 18, 2014	Record of the proceedings of the Boyne City Planning Commission meeting held at Boyne City Hall, 319 North Lake Street, on Monday, August 18, 2014 at 5:00 pm.
Call to Order	Chair MacKenzie called the meeting to order at 5:00 p.m.
Roll Call	Present: Chris Frasz, Jim Kozlowski, Jane MacKenzie Tom Neidhamer, Joe St. Dennis Lori Meeder and Aaron Place Absent: Jason Biskner and George Ellwanger (arrived at 5:03pm),
Excused Absence(s) ****MOTION**	**2014-8-18-02** **St. Dennis moved, Neidhamer seconded, PASSED UNANIMOUSLY**, a motion to excuse the absence of Jason Biskner
Meeting Attendance	City Officials/Staff: Planning Director Scott McPherson, City Manager Mike Cain, Main Street Manager Hugh Conklin and Recording Secretary Karen Seeley Public Present: Ten , plus two members of the press
Consent Agenda	**2014-8-18-03** Approval of the Planning Commission minutes from July 21, 2014 as presented. At this time John McCahan expressed concerns about his comments as they read in the minutes. The minutes were moved to item 7E of the agenda for discussion.
Citizen comments on Non-Agenda Items	None
Reports of Officers, Boards and Standing Committees	Still waiting on the Trail Town final plan
Unfinished Business	None
New Business	
Pre-application meeting for presentation by Glenn Catt of development concepts for 202 and 210 Lake Street	Glen Catt of Catt Development gave a presentation on a proposed project in the 200 block of South Lake Street. The project is in the very early stage of development but far enough along that Mr. Catt was interested in receiving input from the Planning Commission. The project involves the Lake Front Square property and the Boyne Arts Collective building. Proposed is a three-story project. Mr. Catt has had preliminary discussions with a local bank with a drive thru and 7 Monks Taproom who have indicated interest as anchor tenants for the development. The bank and brew pub/restaurant would be first floor tenants, and with their hours of operations, it could be shared parking. The second floor would house 13 apartments, three 2 bedrooms and 9 one bedroom that Mr. Catt described as affordable or workforce housing, and would offer balconies. Plans for the third floor are still being developed, mixed use, one possibility is condo units. He explained that the view corridor of Ray Street would be kept open. The plan is to leave the old collective building as historical as possible and keep the historic downtown feel. Meeder: Would this encompass from the Lake Street mall to the end of the Arts Collective building? Yes with the same view corridor. Place: Same foot print? Yes, plus outside seating an elevator and stair a covered stairwell. Kozlowski: What is the time frame for this project? Starting next year, completed by 2016. This would be a tear down and rebuild. The biggest challenge right now is the drive thru that is prohibited in downtown, which would be covered and in the back of the building. Meeder inquired about parking for the tenants. That is another challenge. Main Street Manager Conklin added that the Design Committee had concerns regarding the drive-thru, and the Main Street board thought it is a

great project and they would like to see it move forward.
Franz: Knowing that drive thru's are not allowed, what other tenants have you looked at? None
Meeder: Our goal tonight is to discuss informally the view corridors, parking and drive thru.
McPherson: The ordinance is very clear that drive thru's are not allowed. There are a few things we may be able to do to adopt a plan for that site.
Citizens Comment: Ben VanDam: The very strong benefits far exceed the risk. This would bring the energy to that part of town that it needs.
John MaCahan: I am very supportive; it is a very nice project. Parking could be an issue. Have you thought of purchasing the parking lot between the Arts Collective and the theater? McPhearson explained that is a private parking lot that should stay with the theater. The private lots parking study that was done has use rates at 30% being used on a typical day.
Kozlowski: I think this is a great concept, Glenn has a great reputation in our town the key is having the anchor businesses. That is a dead area of town. Let's make it work.
Robin Berry: I enjoy this project being developed; you are going to do just fine.
Meeder: This is a excellent opportunity to have a community bank here. Let's think outside of the box.
Place: I think is a great multi use of that space. You could still survive if the anchor's shifted to something else. I have some concerns about the drive thru.
Meeder: Banks aren't utilized like they used to be. I love the way he has it hidden in there. I don't think parking will be a problem.
Neidhamer: I am in total agreement. This is fantastic development. We should think outside of the box. We have tools to make this work. We did relieve parking. I am curious as to how many parking spots do you actually need. We need to figure out how to make this work.
Franz: We need to look at this with clear eyes, put numbers on how many parking spaces we really need. There is a lot of potential for making the drive thru work. It is important to have dedicated parking for your tenants.
MacKenzie: It would be nice if you a place for people to store their bicycles. I echo the thoughts of the others.
Ellwanger: This is a great project, good for the community. Maybe we should put the drive thru discussion on the next agenda.
St Dennis: The purpose of prohibiting drive thru's in the downtown was not just for fast food but to reduce traffic crossing over side walks. Catt: The drive thru is on the back side where there is the least amount of traffic and walkers. The stairway topper what is the height? McPherson said the height allowed in the Central Business District is 45 feet.
Kozlowski: This is early in your design. It may totally change before we see it again. Agrees with every one else. Parking and the drive thru is a issue, the height may be ok.
MacKenzie: Are balconies allowed?
Franz: Have you thought about parking underneath, at least for the tenants? Water table too low.
Add drive thru's in the CBD on the September agenda. Let's be preemptive.

Request to vacate portion of East Street

A request for the vacation of a public way has been submitted by Paul Barden to vacate a portion of East Street that is adjacent to Barden Lumber parking lot. The portion that is being requested to be vacated is the east 13 feet of the 82.5 foot right of way of East Street from the north right-of-way line of Main Street and south of the East West ¼ line of Section35, measuring approximately 139 feet. The total area of land is approximately 1,807 square feet (0.04 Acres). Before the alley can

be vacated by the City Commission a recommendation on the proposed vacation request from the Planning Commission is required. City Manager Cain added that the Bardens have paved, used and maintained a portion of the right-of-way as part of their business for years. The right-of-way in that block is 66 foot wide on the north half and the sought end of the block is 82 foot wide. So they have requested that the 13 foot portion of excess right of way not being used by the City be transferred to them. Most right-of-ways are 66 foot. I recommend the Planning Commission approve this request.
Meeder: That is dead space right now? Yes. With the easement they gave us, it will clean up the pedestrian walkway.
Fraz: That little strip of land may be an interesting space for food trucks.
Neidhamer: Most of this will be dedicated to driveway and parking.
Kozlowski: What are they planning on doing with it? What they are already doing with it. Parking
Neidhamer: We are not changing use, just ownership.
St. Dennis: If we didn't give it up could it be used for green space? No
Fraz: Could we put a couple of trees there? It wouldn't impede on the business easement to locate two trees there. If we can find a couple of spaces to put in some trees I am all for it.

****MOTION**

2014-8-18-04
Moved by St.Dennis, seconded by Ellwanger to make a recommendation to the City Commission to approve the proposed street vacation.
Roll Call:
Aye: Ellwanger, Kozlowski, MacKenzie, Meeder, Neidhamer Place, and St. Dennis
Nay: Frasz
Absent: Biskner
MOTION CARRIES

Marvin Loding award nominations

McPherson reported that he has received one application today for the Marvin Loding award. He recommended that considerations for the award be postponed until September to allow time for additional nominations. Board agreed to postpone until the September meeting.

Review Master Plan update with Mary Campbell from MC Planning and Design

The City Commission has approved a contract with Mary Campbell of MC Planning and Design to assist the City with the development of the Master Plan. Mary Campbell introduced herself and said she had twenty years experience in Planning consulting. The board reviewed the scope of work, schedule and time table. She will pull all the previous goals out and see what fits and what doesn't. Utilize what we have already gathered. McPherson added he is fully supportive of the concept, don't reinvent the wheel.
Meeder: What kind of a time frame for the initial information? I can have it to Scott for the next meeting, I have a scheduling conflict. I will pull different plans, give a list of the composite goals, identify potential gaps and target groups. McPherson added that this also ties in with the Redevelopment Ready Community and the Recreation Plan, which requires two methods of public information. The Rec plan has to be updated and submitted to the state every five years.
Franz: How do we communicate with the identified gaps? Is there a educational component? The more we educate, the more excited people are to share. The school would be a great place to start.

Approval of minutes from July 21st.

John McCahan wanted to clarify what his comments where at the last meeting. He requested that the board remove the "That is" and start the sentence with *What was recommended to the City Commission*..... and he would like to add *"the Planning director recommended that the City develop a noise ordinance along the*

lines of the City of Mason ordinance Prior to his statement starting with to model a new ordinance after the City of Mason's model is not a good idea.

2014-8-18-04

****MOTION**

Moved by Neidhamer seconded by Place to adjust the minutes as stated by Mr. McCahan.

Roll Call:

Aye: Ellwanger, Franz, Kozlowski, MacKenzie, Meeder, Neidhamer Place, and St. Dennis

Nay: None

Absent: Biskner

MOTION CARRIES

****MOTION**

2014-8-18-05

Moved by Neidhamer seconded by St. Dennis to approve the minutes as corrected.

Aye: Ellwanger, Franz, Kozlowski, MacKenzie, Meeder, Neidhamer Place, and St. Dennis

Nay: None

Absent: Biskner

MOTION CARRIES

Staff Report

The construction project on East and Ray is set to begin next Thursday.

The City Commission approved to engage Environment Architects to develop construction and bid documents for the new shrunk down DPW facility located at the North Boyne Property, It would also includes the second phase of the development City Hall, and emergency services.

The next meeting of the Boyne City Planning Commission is scheduled for September 15, 2014 at 5:00 pm in the Auditorium.

2014-8-18-06

Adjournment

St. Dennis moved, Meeder seconded, PASSED UNANIMOUSLY a motion to adjourn August 18, 2014 meeting 7:03 p.m.

****MOTION**

Jane MacKenzie, Chair

Karen Seeley, Recording Secretary