Chairman Fred Walstrom called the Planning Commission meeting to order at 6:00 p.m. in the City Council Chambers of City Hall, 160 Zoll Street, Harbor Springs, MI 49740.

1. Roll Call and Verification of a Quorum

Present: Jeanne Benjamin, Andrew Bowman, Lee Kramer, Sara Smith, Fred Walstrom and Carrie Wiggins

Absent: Jack Deegan, Jeff Ford and Michael K. Heinz

Also Present: City Manager Thomas C. Richards, City Planner Larry Nix, City Clerk Ronald B. McRae, Dave O’Neil, Kevin Borowski and Rob Mossburg

Immediately after roll call, Chairman Walstrom instructed City Clerk McRae to give Wiggins her “Oath of Office”. The “Oath of Office” was given.

2. Approval of Minutes

It was noted that on Page 6, the voter was recorded with the spelling of “Krammer”. It should be “Kramer”.

Motion by Bowman, second by Kramer, to approve the February 16, 2012 Planning Commission Meeting minutes as amended.

Ayes: 6
Nays: 0

Motion carried.

3. Public Comments and Correspondence

Chairman Walstrom asked if anyone had any comments on an issue not on the agenda. There were no public comments. Chairman Walstrom asked if there was any correspondence. City Manager Richards stated there were no letters or public comments.
4. Depot Restaurant

A. Revised Site Plan

Chairman Walstrom stated that he had a “Conflict of Interest” with this issue due to the Boathouse swapping land with the Depot Restaurant. He therefore gave the Chair to Vice-Chairman Sara Smith and vacated his chair.

Smith asked Kevin Borowski to review the proposed Site Plan Revisions on behalf of the Depot Restaurant. Borowski stated that the Depot Restaurant is proposing to build a 339 square feet addition on the south end of the kitchen. The addition will not encroach on the City Property. Further, the easterly most parking area is being swapped to the Boathouse for a Depot access easement at the west gate.

Smith asked Planner Nix if he had any comments or suggestions. Planner Nix stated that the west gate was an exit gate. Borowski stated that a new reader would be installed to allow ingress through the gate. Planner Nix stated that a light on a post is just to the north of the west entrance. Borowski stated that the kitchen addition will not require removal of the light. Lastly, Planner Nix pointed out that the drawing shows that the proposed kitchen addition will encroach on City property. Borowski reaffirmed there will be no encroachment.

The exterior lighting was discussed next. A rendition of the proposed carriage lights to be located around the exterior walls were reviewed. Borowski stated that the proposed lights would have dimmers to simulate gas lights. Further, soffit mounted lights under the eves along Bay Street would be out near the edge and directed back toward the building. There will also be lights on the tables.

After further discussion, the following motion was offered:

Motion by Bowman, second by Kramer, to approve the “Revised Site Plan dated March 12, 2012” and presented to the Planning Commission at their March 15, 2012 meeting, with the following conditions:

a. The building addition zoning permit can only be approved after the land swap paperwork is recorded;
b. The kitchen addition shall not encroach on City Property; and
c. The light on the west end of the Depot Restaurant property shall remain as originally proposed.
Ayes – Benjamin, Bowman, Krammer, Smith and Wiggins
Nays – None
Absent- Deegan, Ford and Heinz
Abstained – Walstrom

Motion carries.

B. Consider Amending the Parking Requirements

Chairman Walstrom resumed his seat as Chairman.

City Manager Richards stated that the Depot Restaurant is requesting that the Planning Commission review the City’s Parking Requirements in the City Zoning Code. They would like to be open for lunch. Architect David O’Neil suggested reducing the number of parking spaces required by changing the square footage requirements per parking space.

The “Payment in Lieu of Off-Street Parking” cost per space was discussed. Some Planning Commissioners felt that the current formula creates an unreasonable expense to new business owners.

Commissioner Bowman stated that he thought the spreadsheet prepared by Planner Nix was pretty good in that it showed the City of Harbor Springs was not out of line with many of the other communities reviewed. However, the spreadsheet did not look at square footages.

Chairman Walstrom stated that perhaps the parking review should look at all the standards that apply for all of the parking requirements. Planner Nix stated that the Planning Commission could look at other standards for parking, such as seating.

After further discussion, the consensus of the Planning Commissioners present was to study the parking requirements and the standards that determine the required parking space numbers.

5. Commissioner Member Comments

None
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6. Adjournment

With no further business, Chairman Walstrom adjourned the meeting at 7:20 p.m.

Ronald B. McRae, City Clerk