

CITY OF HARBOR SPRINGS
PLANNING COMMISSION MEETING
MINUTES
March 19, 2015

Chairperson 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, John Cupps, Lee Kramer, Sara Smith, Fred Walstrom and Carrie Wiggins

Absent: Jack Deegan and Jeff Ford

Also Present: City Manager Thomas C. Richards, City Planner Larry Nix, and City Clerk Ronald B. McRae

City Clerk McRae acknowledged that a quorum was present.

2. Approval of Minutes

Two corrections were noted for the February 19, 2015 minutes. They were:

1. Item 5, page 2, fourth paragraph, second sentence reads, "...would a 6 foot..." It should read, "...would be a 6 foot..."
2. Item 5, page 3, first paragraph, second sentence reads, "...of the 7:00 a.m. unless..." It should read, "...of the 7:00 a.m. starting time unless..."

Motion by Bowman, second by Cupps, to approve the minutes of the February 19, 2015 Planning Commission Meeting as amended.

Ayes – 6

Nays – 0

Motion carried.

3. Public Comments and Correspondence

None

4. Old and New Business

A. Site Plan Review of 145 East Main Street – The Paper Station

[Enter Smith 6:06 p.m.]

Planner Nix stated that the Applicant, Michael Naturkas, owner of 145 East Main Street, is opening a full service restaurant. The previous business, Mary Ellen's Place" was also a full service restaurant. Further, the parking credits are sufficient to cover the proposed number of seats proposed for the Paper Station. Planner Nix covered the proposed changes.

Planner Nix stated that his review of the site plan showed a sign of nine (9) square feet, but no dimensions were provided. Planner Nix stated that lighting is proposed for the sign. It should be noted on the site plan that the lights would be white light, which would be in conformance with the City Code. The Applicant has also proposed an awning. The dimensions of the awning are not noted on the site plan. The Applicant also proposed a roll up door for serving on a shelf where several stools are proposed to be located on the outside of the building.

Planner Nix stated that the Applicant has proposed outdoor seating. However, the location of the property line is missing. Planner Nix explained that the location of the property line is important because the Applicant is proposing to serve outdoor tables. Further, Planner Nix noted that the Applicant is proposing to serve alcoholic drinks outside.

Planner Nix stated that under the current code (in the Central Business District), all business must be carried on within the walls of the building. Further, the Michigan Liquor Control Commission requirements must be met regarding enclosing the area where alcoholic drinks are served. If the property line is at the building front, outdoor seating or service may not be approved.

Naturkas stated that the light above the sign will be a white light from two (2) goose neck light features. Naturkas described the proposed sign. Further, Naturkas stated that he intends to use two flower boxes on rollers or casters which would be rolled out with a rope outlining the service area when serving. The flower boxes would be rolled back when not serving. The awning proposed would have approximately the same overhang as the Kilwin's awning. Naturkas also described the color scheme of the awning.

Planner Nix stated that the Planning Commission could table this issue and give the Applicant an opportunity to change his site plan to include the missing dimensions and property line location. Further, the distance from the front of the building to the property line should be shown. Planner Nix added that outdoor service on the City sidewalk is not permitted. Outdoor seating (without food service) can be permitted. Discussion followed regarding the City's restriction on open alcohol on public property.

The Planning Commission discussed this issue with the City Manager and Planner Nix. After the discussion, the following motion was offered:

Motion by Bowman, second by Kramer, to table the site plan approval for 145 East Main Street until the April Planning Commission Meeting scheduled for April 16, 2015; further, the Applicant shall provide an amended site plan showing dimensions from the front or south side of the building to the property line and from the property line to the curb; the dimensions and location of seating, the dimensions of the proposed sign for the building and the type of light to illuminate the proposed sign; and, provide the dimensions for the proposed awning over the front of the building including the height of the proposed awning.

Ayes – 7
Nays – 0

Motion carried.

B. Discussion of the Revised Draft of Ordinance No. 394

Planner Nix stated that the draft of Ordinance No. 394 was revised to add a definition of “Life Safety Features” and to require that the proposed “parking lot lighting not exceed fifteen (15) feet”. Planner Nix stated that the Planning Commission had actually approved recommending City Council’s approval of the proposed Ordinance at the last Planning Commission Meeting.

5. Member Comments

None

6. Next Meeting

City Manager Richards stated that the next Planning Commission Meeting is scheduled for April 16, 2015.

7. Adjournment

With no further business, Chairperson Walstrom adjourned the meeting at 6:45 p.m.

Ronald B. McRae, City Clerk