

CITY OF HARBOR SPRINGS
PLANNING COMMISSION MEETING
MINUTES
February 18, 2016

Vice - Chairperson Smith 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, John L. Cupps, Jack Deegan, Lee Kramer and Sara Smith

Absent: Andrew Bowman, Jeff Ford, Fred Walstrom and Carrie Wiggins

Also Present: City Manager Thomas C. Richards, City Planner Larry Nix (by Phone), Assessor / Planning & Zoning Administrator C. Jeffrey Grimm and City Clerk Ronald B. McRae

2. Approval of Minutes of the January 21, 2016 Meeting

City Manager Richards stated that the minutes were not in the Board Packets for this evening's meeting. City Manager Richards stated that the January 21, 2016 minutes could be approved at the March 17, 2016 if the Commissioners agreed.

It was the consensus of the Commissioners present to table the approval of the January 21, 2016 meeting minutes until the March 17, 2016 Planning Commission Meeting.

3. Public Comments and Correspondence

Bill Brown, 629 East Main Street, stated that he has been working on the "Harbor Trolley" business plan. During his research, Brown found that Saugatuck had a transit system. The Saugatuck Transit System had over 223,000 patrons and generated over \$2,000,000 in revenues. Brown stated he would like to use the Saugatuck's Transit System's business plan to develop the "Harbor Trolley's" business plan.

4. Old and New Business

A. Lyric Theater Roof Extension to the Mary Ann Archer Building

Dan Gorman, representing the Lyric Theater, stated that the developers and Mary Ann Archer would like to change the Lyric Theater site plan to extend the roof to the Mary Ann Archer Building. There is approximately one-foot between the two buildings. Planner Nix stated that the proposed extension is doable in the Central Business Zoning District (the "CBD") because the buildings are allowed to go from lot line to lot line.

There was some discussion that a number of conditions must be met. After the conditions have been met, the extension could be approved administratively.

Motion by Cupps, second by Deegan, to approve the amended site plan of the Lyric Theater to extend the roof to tie into the Mary Ann Archer Building, but must meet the following conditions:

- The Fire Department has to sign off on a fire wall between the two buildings; and,
- The Emmet County Building Permit has to be amended to allow the roofs to be tied together.

Ayes: Cupps, Deegan, Kramer, Smith and Benjamin

Nays: None

Absent: Ford, Walstrom, Wiggins and Bowman

Motion carried.

B. Site Plan Review for the Pier Restaurant

David Marvin, representing Stafford's Pier, gave an overview of the changes proposed for the Pier Restaurant. Marvin then introduced Greg Presley, the architect for the project.

Presley presented the overview of the changes to the Pier Restaurant. Presley made it clear that the Pier Restaurant is looking at two options. The first option is to have the Pier's current outside seating by the building be on a raised deck with the remainder of the seating on a hard surface between the deck and the water on the south side of the building.

Presley addressed the outside seating on the east side of the building. The outside seating is proposed to be on a deck, too. Further, near the entrance door, an extension of the eastside deck is proposed which would have four tables. There would be several sets of steps proposed to allow entrance from the City's side walk to the east side deck. There are currently several locations for patrons to go from the City's sidewalk to the outside eating area.

Presley also stated that the outside seating may also be on a ground level patio on the south side and the east side of the building. If the decks were to be constructed, a ramp would need to be installed. Further, a ramp would be constructed that would need to be ADA compliant.

Planning Commissioners asked questions concerning the plans. One question was relative to the door that opened on to the Walstrom Boathouse Property. Presley stated that the door would be relocated, but still useable for the Boathouse patrons.

After the discussion, the following motion was offered:

Motion by Kramer, second by Cupps, to approve the site plan as presented to the Planning Commission on February 18, 2016, with the following conditions:

- No portion of the Lake Porch shall be enclosed;
- The Greenhouse area shall not be enclosed;
- Staff shall explore the need to amend or apply a use or access easement for the new improvements on the City property located on the east side of the Stafford Pier site;
- The developers of the Pier Restaurant improvements shall determine whether or not the proposed East Deck is raised or not;
- The developers of the Pier Restaurant improvements shall determine if the Greenhouse roof shall be glass or canvas; and,
- The developers of the Pier Restaurant improvements will need to have the ADA compliant ramp approved for its location.

Ayes: Deegan, Kramer, Smith, Benjamin, and Cupps

Nays: None

Absent: Ford, Walstrom, Wiggins and Bowman

Motion carried.

C. Parking Committee Appointments

Vice-Chairperson Smith asked if there were any volunteers to sit on the Parking Committee to review the parking issues as requested by the DDA/PSD Board's Resolution. City Manager Richards reminded the Planning Commissioners that the Parking Committee was the idea of the Planning Commission. After some discussion, Commissioner Cupps and Commissioner Deegan stated that they would participate on the Parking Committee. However, Deegan stated that he does a lot of traveling for his job and may need to step down or have a back up person. The discussion centered on Andrew Bowman as the backup person.

Vice – Chairperson Smith stated that the Planning Commission, by consensus, approves the appointment of Cupps and Deegan to be on the Parking Committee and Commissioner Bowman will be the backup person, if he agrees.

5. Member Comments

None

6. Next Meeting

City Manager Richards stated that the next Planning Commission Meeting is scheduled for 6:00 p.m., Thursday, March 17, 2016, in the City Council Chambers of City Hall, 160 Zoll Street, Harbor Springs, MI 49740.

7. Adjournment

With no further business, Vice-Chairperson Smith adjourned the meeting at 7:13 p.m.


Ronald B. McRae, City Clerk