

MINUTES

CALL TO ORDER-

The regular September meeting of the Lansing Planning Commission was called to order by Chairman Jake Kowalewski at 7:00 p.m.

ROLL CALL / QUORUM ANNOUNCEMENT-

In attendance were Chairman Jake Kowalewski, Commissioners Mike Suozzo, Richard Hannon, Nancy McDougal, Jerry Geis, Janette Labbee-Holdeman, and Brian Payne. Chairman Kowalewski noted that there was a quorum present.

OLD BUSINESS-

1. Approval of Minutes, July 20, 2022, Regular Meeting

Motion was made by Commissioner Nancy McDougal to approve the minutes as written and motion was seconded by Commissioner Janette Labbee-Holdeman. Commissioners Mike Suozzo and Richard Hannon abstained. Motion passed.

NEW BUSINESS-

2. UDO Text Amendment – Driveway Pavement Requirements

Revisions to the pavement requirements for driveways in the City of Lansing to add gravel or stone as an allowed surface.

The public hearing was opened at 7:01 pm and was closed at 7:02 pm with no comments from the public.

Commissioner Richard Hannon inquired about the distance that would need to be concrete or asphalt. Mr. Schmitz confirmed the distance to be the first 75 feet of the driveway must be concrete or asphalt. It was also stated that the requirement on the concrete would have to meet our normal technical specifications. Mr. Spickelmier stated that within the right of way there is a requirement of rebar. Mr. Schmitz then listed options of gravel, stone, etc., for the remaining portion of the driveway stating that it will not be allowed to be dirt. It was mentioned that the reason for this discussion is that there is currently a resident that would like to build an accessory building with gravel, but the code does not allow it.

City Council discussed distances such as 50 or 75 feet, and decided on the first 75 feet, in a prior meeting. By increasing that distance, the hope is that there won't be gravel and dirt that washes out onto the road when it rains. Commissioner McDougal inquired about the possibility of residents getting a variance without having to change the requirements for every situation. Mr. Schmitz recalled that there had been a variance related to this in the past. Commissioner Geis asked how long the requirement has been in the ordinance, to which Commissioner Suozzo mentioned that it has been at least 20 years.

Commissioner Richard Hannon made a motion to recommend approval as written to City Council. It was seconded by Commission Jerry Geis. Motion passed 7-0.

3. Site Plan Case SP-2021-1a-Rev1

The Applicant proposes to modify a previously approved site plan for a two-story (2,928 S.F.) professional office building for an Eye Doctor. The project consists of full site development as this is a greenfield site, and no existing pavement or buildings exist on the property. The plan includes reconfiguration / reconstruction of the site's preconstructed driveway entrance, and construction of the internal drive that connects the proposed parking lot with Centre Drive. This plan was approved during the December 15, 2021, Planning Commission meeting, but substantial changes have been requested, resulting in the reapplication for approval of the modified Site Plan. The applicant is requesting to remove the retaining wall on the west side of the parking area and building.

Commissioner Richard Hannon wanted clarification of the location on the map. Mr. Schmitz explained where the retaining wall is located and what would be taken out. Commissioner Geis wanted to confirm that the new slope without the retaining wall is 3:1, and Mr. Schmitz confirmed. And it was stated that this would not impact city property, so mowing would be the owner's responsibility. Mr. Schmitz stated that the access on the North side is a temporary access for the contractor and grading. It was also stated that the site plan is updated to show compliance for the technical specifications, and Mr. Spickelmier confirmed that it is in fact 3:1, so it is in compliance.

Commissioner Richard Hannon inquired about the retention basin, and asked about any risks with the retaining wall not being there, to which Mr. Spickelmier stated that the grading is all within their property, and not the city property. Mr. Schmitz also mentioned that on the Southeast corner, there will be walls around the dumpster and will act as the retaining wall. Mr. Reddell, owner, stated that they dug out about 3 feet of land and parking lot, which caused an extra expense to fix the dumpster section, due to the soil movement. And the contractor then stated that they would not need the wall and by removing it, that would save Mr. Reddell from any extra expenses.

Mr. Schmitz stated that the only impact that the removal of the wall would have is that in the future they might have issues with the sidewalk, however it would be the owners responsibility to maintain it, which is stated in the report.

Commissioner Jerry Geis made a motion to approve the modification of the site plan as written in the staff report. It was seconded by Commissioner Janette Labbee-Holdeman. Motion passed 7-0.

4. Subdivision Case SDPP-2022-3

Mayor Anthony R. McNeill, on behalf of the Lansing City Council, owners of property at 00000 Centre Dr., have applied for approval of a preliminary plat for the Lansing Towne Centre Replat subdivision, which will replat an existing group of four parcels at Lansing Town Center into three tracts. This preliminary plat, if approved, will allow the property owner to continue the platting process and apply for a Final Plat, which will subdivide approximately 18.11 acres into two lots and one tract allowing for potential future projects to be considered on this property. The property is currently zoned B-3,

and no rezoning is being requested at this time. No additional Right of Way was requested by Staff for this preliminary plat, and while utility easements and access easements are planned to be abandoned with this plat, no existing utilities are located in those areas being abandoned.

Commissioner Jerry Geis asked staff to explain why it is being changed and how it was platted before. Mr. Schmitz then explained the differences in the prior plat and what it is being changed to. Mr. Schmitz also stated that there will be a final plat that will come back next month and that it will be a consolidation of lots. The remainder of lot 2 will be cut from 4.6 to 4.4 acres. Tract B will be cut in half also. Commissioner Jerry Geis mentioned the side of the hill and asked who would maintain it. Mr. Schmitz explained where the access is and explained that the owner on the West may want it to provide separation.

Commissioner Labbee-Holdeman had a question about the sidewalk extension and confirmed with Mr. Schmitz that the requirement of sidewalks is to be on both sides. Commissioner Nancy McDougal asked Mr. Schmitz if there was a potential buyer for lot 2 if it is replatted. Mr. Schmitz gave a timeline for an announcement for lot 1 for before Thanksgiving. However, he doesn't have a timeline for the Northern 4.4 acres.

Commissioner Nancy McDougal made a motion to approve the plat. Commissioner Mike Suozzo seconded it. Motion passed 7-0.

NOTICES AND COMMUNICATIONS- None

REPORTS: Commission and Staff Members- Commissioner Jerry Geis mentioned the fence code and asked about the changes the City made. Mr. Schmitz explained that the way the fence code was written before, anytime anyone wanted to build a fence in the building setback, they would need to get approval from city council first. Now, they no longer have to get approval from City Council, as long as they stay twelve inches off the right of way line. If they want to go past that, they would need approval. The other change was that the code previously said that the fence height was required to be no more than 48 inches in the rear yard. But that the city inspector could approve up to 72 inches if there is a patio or another reason to do it. So, it was revised it to say that residents can have up to a six-foot fence without issue.

ADJOURNMENT-

Commissioner Labbee-Holdeman made a motion to adjourn, and it was seconded by Commissioner McDougal. Meeting was adjourned by acclamation at 7:30 pm.

For information on how to view prior meetings, please visit our website at <https://www.lansingks.org>. If you require any special assistance, please notify the Community and Economic Development Director prior to the meeting.

Respectfully submitted,

Melissa Baker, Secretary

Reviewed by,

Matthew R. Schmitz, MPA – Director, Community and Economic Development