

**MINUTES OF THE REGULAR MEETING OF THE PLANNING COMMISSION HELD
TUESDAY, MAY 9, 2023 AT 3:00 P.M. IN THE COUNCIL CHAMBERS, CITY HALL,
MACKINAC ISLAND, MICHIGAN**

Chairman Straus called a regular meeting of the Mackinac Island Planning Commission to order at 3:00 p.m.

PRESENT: Michael Straus, Lee Finkel, Anneke Myers, Jim Pettit, Mary Dufina, Trish Martin
ABSENT: Ben Mosley
STAFF: Attorney, Erin Evashevski (via Zoom)

Motion by Dufina, second to the Motion by Martin to approve the minutes, as written, of the regular meeting on March 14, 2023. All in favor. Motion carries.

Motion by Dufina, second to the Motion by Pettit to approve the minutes, as written, of the regular meeting on April 11, 2023. All in favor. Motion carries.

Motion by Martin, second to the Motion by Finkel, to approve the Agenda, as written, and place on file. All in favor. Motion carries.

Correspondence

None

Staff Report

Municode Meetings Login Information – Pereny

Pereny stated she is helping all Commission members to get signed up. Municode will be doing a brief training in the June meeting and hopes to implement the program in July.

HDC Meeting Summary

Finkel summarized the May 9th meeting.

REU Update – Allen Burt

Burt was not able to attend the meeting so submitted a written report. Straus read the report aloud. There are no changes in REU's since last month. Motion by Martin, second by Finkel to place the report on file. All in favor. Motion carries.

Committee Reports

Master Plan Update

Straus stated that the Mayor plans to appoint the committee this month.

Setbacks and Density Update

Martin stated that the committee discussed the significance of landscape buffers primarily as the idea of a buffer next to a residential property needs to be the full 10'. Porches etc. should not be placed within that 10'. In addition, there should be a plan for the maintenance of the buffer. Dufina stated that the buffer is a requirement for a Certificate of Occupancy. Dufina stated there should be site plan and a landscape plan. Martin stated we may have to add to the application check list to cover these items. Dufina stated that in the future when a special land use is granted, contact information needs to be supplied for a manager and ensure enforcement of the use of a Knox box.

Old Business

C23-083-019(H) Gatehouse Lighting Plan for Information Only

Tamara Burns supplied the requested lighting plan for the Gatehouse. Motion by Dufina, second by Myers to place the plan on file. All in favor. Motion carries.

R423-051-005 Harbour View Housing Special Land Use

Straus stated the public hearing took place today, prior to the regular meeting. The committee reviewed each standard to be met in Section 19.06

- 1- It is a safe building and rules have been set. Per Barnwell, the occupancy is set at 20 with a maximum of 21.

- 2- The previous use was in disrepair. The property owner will have a manager on site and no pets will be allowed. There is an existing hedge acting as the landscape buffer.
- 3- The building fits in with other properties that have been improved and offers nice employee housing. The Use is permitted with a Special Land Use.
- 4- There is adequate access to the site. There is a drainage plan. There are utilities and intend to connect to the city sewer when it becomes available. Bike storage and trash plan were provided.
- 5- Walkways have been designed leading to places occupants will come from. The applicant is willing to move the bike racks if the occupants end up using a different traffic pattern. In addition, the applicant is considering an outdoor e-bike charging area.
- 6- The building conforms to R4 regulation.

The following are the conditions of the Special Land Use:

No pets

Will connect to sewer when it becomes available

20 Occupant limit

10:00 PM to 8:00 AM quiet hours

There will be a resident manager on site

If there is any increase in occupancy the applicant must come back to the Planning Commission for approval.

The landscape buffer will be maintained so as to not become a nuisance and it will be continuous and full to ensure privacy as required by Section 4.09.

All of the Conditions will be recorded with Mackinac County

Evashevski reviewed the requirements stated in Section 7A.03,B and confirmed that the requirements are all met.

Motion by Myers, second by Dufina to approve the Special Land Use by Harbour View housing, on 7th street, file number R423-051-005, with all the above stated conditions and findings. Roll call vote: Ayes: Straus, Dufina, Finkel, Martin, Myers, Pettit. Nays: None. All in favor. Motion carries.

Straus asked about approval of the structure. It was determined that it will be reviewed in the June meeting.

R322-008-040 MICT – Barnview Site Plan Revision

McGreevy stated they are no longer doing the septic system, as they will be tying in to the Grand Hotel force main. The REU's became available. Motion by Myers, second by Martin to accept the changes to the approved site plan. Roll call vote: Ayes: Straus, Dufina, Finkel, Martin, Myers. Nays: None. Pettit abstained. All in favor. Motion carries.

R421-011-100 MICT – Employee Housing Elevation Revisions

McGreevy stated they will be changing the windows from casement to double hung. They look the same. Motion by Myers, second by Martin to approve the change in elevation to the building at 2435 Cadotte Avenue. Roll call vote: Ayes: Straus, Dufina, Finkel, Martin, Myers. Nays: None. Pettit abstained. All in favor. Motion carries.

MD23-021-018(H) GHMI – Carousel Mall Contingency

Tamara Burns submitted the required contingency for signage, trash storage, and bike parking. The access will be from the Parker Apartments side of the building. Motion by Myers, second by Dufina to accept the contingency plan, including signage, and place on file. Roll call vote: Straus, Dufina, Finkel, Martin, Myers, Pettit. Nays: None. All in favor. Motion carries.

New Business

R123-006-022 Gromley – New Home in Stonebrook

Architect, Nick Liebler, described the project as a new home on lot 6 in Stonebrooke. The contractor has not yet been selected. HOA approval has been granted. Finkel suggested the applicant consider snowmobile parking. Neal Liddicoat stated that sleds are required to be stored away in the summer. Dufina asked which plan is the correct site plan, as two plans labeled "Landscape" were submitted. It was determined that the landscape plan with the legend, is the correct site plan. Liebler stated that the bike storage building shown on the plan is being removed as

instructed by Dombroski. The overall height is 34' 11 ³/₄". The structure will be stick built. The overall square footage is 3580 square feet. Per the City ordinance this size requires architectural review. Motion by Myers, second by Finkel, to send the application to Richard Neumann for review, as required by the City Ordinance. All in favor. Motion carries. Dufina questioned the absence of the stormwater management plan and the electrical service, transformers, propane tanks plan. Liebler stated that propane service is provided elsewhere on the island, electric service is provided by the Stonebrooke Association, and the only stormwater management plan they have is the water coming off the house and filters back in to the ground. Finkel pointed out that propane is delivered via dray so there will need to be access for the dray. Liebler stated it will probably only be a small tank of propane for the grill. If larger tanks are required he would need to provide details on storage and screening. Straus asked about pictures of surrounding buildings. The applicant did provide the photos but they were not in the packet. Pereny is to get the photos to the Commissioners. Dufina asked where deliveries will be sent. Liebler stated all deliveries will go to the front door.

MD23-067-023(H) GHMI – Corner Cottage Change of Use & Renovations

Tamara Burns stated that KSL purchased the Musser Cottage. The Grand would like to use it as a single key hotel suite. It is intended to be rented to one family or group only. They would like to change the Use from single family to hotel use. Burns stated that the building will be sprinkled and made ADA accessible. The rear building known as the "Kennel" building will be used as both an employee space and hotel. This building will also be sprinkled. Pettit asked what the increased lot coverage is. Burns stated it is the ADA paths. They will be permeable pavers, but as the ordinance reads now, they are considered impermeable. Myers stated when changing to hotel use, a fire escape must be provided. Burns stated it will be completely sprinkled and there will be egress. Straus asked how the 2nd story is handled. Martin stated there must be two sets of stairs for fire. Burns stated that did not come up with her talk with Dombroski. Burns stated that the whole cottage is looked at as one suite, like Masco cottage, so only one staircase would be required. Myers stated if down the line, if the rooms are rented individually, another staircase must be added. Myers would like that noted in this approval. Straus stated he knows it is allowed, but is there a process that must be followed to change from residential to hotel use. Evashevski stated that she needs to check on this. She believes that since it is a permitted use, she does not believe there is a special process to follow. Burns stated that the lot off of Mahoney is currently used for access for deliveries and trash removal. Pedestrian drop off will be in the front of the building. When the use of the Mahoney lot was questioned, Musser stated that there is an agreement in principle to sell the lot to KSL upon approval of the change of use. Myers asked how the Commission would make sure the plan is OK if the Mahoney lot is sold to someone else. Evashevski stated an access easement would be required. Evashevski further said that if all access is done through the front, an easement would not be required. After some discussion on access, Myers stated if the site plan changes it would need to be brought back to the Planning Commission. Martin asked which way the gate swings. Burns stated it swings out and self closes for ADA access. Martin stated that per the ordinance the gate must swing in. Gene Hopkins stated their goal was not to destroy the historic trellis entrance. Burns stated they could install a button to push to open the gate. Straus asked about the landscape buffer in the back. Burns stated that a buffer is not required in the Market District. There is an existing retaining wall with vegetation on top. Myers stated that overall this is considered one suite with 5 bedrooms. Myers stated that the site plan states 5 hotel rooms are planned. Myers asked for density clarity on how the density should be calculated and stated. It is one hotel suite with 5 bedrooms. Evashevski stated she would prefer Dombroski review the density before changing the wording. Motion by Myers, second by Martin to table the application on the advice of council to have Dombroski review density, and the gate to be amended to swing in. Roll call vote: Ayes: Straus, Dufina, Finkel, Martin, Myers, Pettit. Nays: None. All in favor. Motion carries.

HB23-002-024 GHMI – Masco Cottage Renovations

Burns stated the applicant would like to do some renovations on Masco Cottage suite. They would like to move the door and windows around and extend the outdoor space for more living space. Pettit asked if the propane would be portable. Burns stated yes, it is just for the fire pit. Neumann stated that all of the changes are appropriate to the cottage. Motion by Dufina, second by Martin to approve the application. Roll call vote: Ayes: Straus, Dufina, Finkel, Martin, Myers, Pettit. Nays: None. All in favor. Motion carries.

RS23-046-025(H) Gilmer – Fence & Hedge Replacement

Straus stated that the applicant would like to replace the existing fence and hedge. The HDC approved his application. Doug Darga stated that the east and west side existing chain link fence is to be replaced with a decorative Victorian style 48" high black aluminum fence. The overgrown hedge is being replaced with a narrower arborvitae. The hedges will be set inside the fence line. The hedges grow a maximum of 10-12' tall. Straus asked if we know that the existing fence is on the property line. Darga stated that Jack Barnwell stated that the hedges were paid for by his grandmother, but are technically on City property. However, she maintained them over the years. Darga will work with Dombroski to make sure the fence is on the applicant's property. The front fence is not being changed at all. The work will be done with a mini skid steer. Martin asked if the fence tops are pointed. Martin was worried about someone hurting themselves on the fence. Darga reminded her that the hedges will overcome the fence and it won't even be seen. The fence is being installed for dogs. Motion by Myers, second by Martin to approve the application. Roll call vote: Ayes: Straus, Dufina, Finkel, Martin, Myers, Pettit. Nays: None. All in favor. Motion carries.

R123-019-028 Dobronski – New Carriage House

Steve Rilenge stated that this is the old Fridline house. They would like to build a carriage house to store snowmobiles. It will be in the buildable footprint. The overall height is 17'. Pettit confirmed that no animals will be kept in the building and Straus asked if he understood the REU issue if animals will be kept in the building. Rilenge stated it is just for snowmobiles and bikes. When asked by Martin, Rilenge stated the doors are swing-out doors. Motion by Pettit, second by Dufina to approve the application. Roll call vote: Ayes: Straus, Dufina, Finkel, Martin, Myers, Pettit. Nays: None. All in favor. Motion carries.

PUBLIC COMMENT

Pettit asked about the screening of the A/C units at the Tulecki house. Straus questioned that as well and also discovered that the units were supposed to be placed on the back side of the house. Dombroski is to review this issue.

Pettit stated that Grand Hotel put a couple of shipping containers behind the stockade. Jurcak stated they are permitted containers.

With no further business there was a Motion by Finkel, second by Martin to adjourn the meeting. All in favor. Motion carries. The meeting was adjourned at 4:51 PM.

Michael Straus, Chairman

Katie Pereny, Secretary