

**CITY OF DEXTER
PLANNING COMMISSION
VIRTUAL MEETING
MONDAY, OCTOBER 5, 2020**

I. CALL TO ORDER AND ROLL CALL

The Virtual Meeting of the Planning Commission was called to order at 7:00 PM by Chairman Matt Kowalski with roll call.

Matt Kowalski	Thomas Phillips	Jim Carty
Alison Heatley	Kyle Marsh	Karen Roberts
Marni Schmid	James Smith	

Student Representatives: Charlotte Hawley
 Eleanor King - AB
 Aiden Haughton

Also present: Michelle Aniol, Community Development Manager; Mike Auerbach, Assistant Planner; Carol Jones, Recording Secretary; Megan Masson-Minock, CWA; media; and guests in the virtual audience.

II. APPROVAL OF THE MINUTES

1. Virtual Regular Meeting Minutes – September 8, 2020

Motion Smith; support Carty to approve the minutes of the Virtual Regular Meeting of September 8, 2020 with the following corrections:

- Page 1 Change support for the Virtual Regular Meeting Minutes of September 8, 2020 from “*Roberts*” to “*Schmid*”.
- Page 2, Commissioner Comments from the Public Hearing, second comment, correct the word “*quest*” to “*guest*”.
- Page 3 Add the following to the motion from the Public Hearing – “*Motion Carty; support Roberts*”.

Ayes: Carty, Marsh, Heatley, Phillips, Schmid, Smith, Roberts and Kowalski
Nays: None
Motion carries

III. APPROVAL OF THE AGENDA

Motion Smith; support Roberts to approve the agenda with the addition of New Business item 10 C, Discussion – Proposal from Guenther Building regarding two first floor retail units.

Ayes: Phillips; Smith, Roberts, Marsh, Carty, Schmid, Heatley and Kowalski
Nays: None
Motion carries

IV. PUBLIC HEARING

None

V. PRE-ARRANGED CITIZEN PARTICIPATION

Guenther Building Co., Natalie Ceccolini

Ms. Ceccolini explained she wanted to gauge the Planning Commission's interest in changing the two first floor business units at 150 Jeffords from commercial to residential use.

VI. CITIZENS WISHING TO ADDRESS THE COMMISSION

None

VII. REPORTS

A. Chairman Report – Matt Kowalski

Planning Commissioner Scott Stewart has resigned from the Planning Commission. He thanked Scott for his service and stated there is an opening on the Commission.

He also stated that he thought he would be absent from this meeting, but, that has changed and he probably will be absent from the November meeting.

B. Planning Commissioners and Council Ex-Officio Reports

Council Member Smith announced that City Manager Courtney Nicholls has taken a new position and her last day with the City will be November 10, 2020.

C. Committee Reports - None

D. Community Development Office Reports – Michelle Aniol

Ms. Aniol submits her report as per packet and provided the following updates:

- The applicant for the Millennium Place Condominium project, Mr. Campbell is frustrated by the DAFD requirement for three fire apparatus access roads, especially considering fire access is provided on Grand Street and the alley, and the building will be sprinkled. Mr. Campbell is currently looking at his options on the project. Discussion followed.
- Dollar Tree and The Encore Theatre are in the process of obtaining their building permits for remodeling.
- kSpace is done with the building work and should be moving in soon.
- The Red Brick Buildings have been purchased by Mr. Brouwer with retail on the first floor and a second apartment added to each second floor.

VIII. COMMUNICATIONS - None

IX. OLD BUSINESS

A. STR and B&B Inn Text Amendments – Staff requested clarification regarding edits suggested by Commissioner Schmid at the September meeting.

Motion Smith; support Carty that the Planning Commission recommends that City Council approve the proposed Short-Term-Rental and Bed and Breakfast Inn Zoning Ordinance Text Amendments, to include the edits on Staff’s review dated October 5, 2020, as follows:

- Changing “Bed and Breakfast Inn” to “Bed and Breakfast” consistently throughout the AP2020.21 text amendments.
- Revise Sections 3.27(A)(3) and 8.11(B)(30).

Ayes: Roberts, Heatley, Smith, Schmid, Marsh, Phillips, Carty and Kowalski

Nays: None

Motion carries

B. Discussion Continued – Possible text amendment to the Zoning Ordinance to allow accessory dwelling units (ADUs).

Ms. Aniol reviewed her memo regarding the request for accessory dwelling units. She included feedback received from the City Attorney (it was a valid planning exercise) and she recommended the Commissioner’s use the process set for in Section 3.07, Uses Not Otherwise Listed in a District for determining if accessory dwelling units should be allowed.. Discussion followed with Commissioner comments that the present situation which has brought the issue forward is unique and that Planning Commission should prioritize work on the Zoning Ordinance to help the resident.

X. NEW BUSINESS

A. Discussion – General Code/Zoning Code Conflict regarding Kennels and Pet Ownership.

Mr. Auerbach began the discussion with the conflict between regulations in General Code of Ordinances and regulations in the Zoning Ordinance regarding Kennels and Pets, and the explained the need to rectify the conflicting regulations in both Codes. Discussion followed which included clarifying “pets” and “kennels”; the difficulty in enforcing regulations; problem may be noise rather than number of animals which may be enforceable. CWA Planning Consultant, Megan Masson-Minock stated townships have recently done more on updating their kennel laws. Consensus of the Commissioners was to bring back recommended amendments for discussion at the next Planning Commission meeting.

Ms. Aniol asked the Commission if Item C could be moved ahead of Item B.

Motion Smith; support Roberts to amend the agenda and move New Business Item C, Guenther Proposal ahead of Item B, Zoning Ordinance Update.

Ayes: Heatley, Roberts, Schmid, Carty, Smith, Marsh, Phillips and Kowalski

Nays: None

Motion carries

C. Discussion – Proposal from Guenther Building regarding two first floor retail units.

Ms. Aniol reviewed the original PUD Agreement for 150 Jeffords. Two possible solutions were presented, 1) that Guenther Building could request to have the PUD Agreement amended or 2) wait a few years to see if the units in question would sell for retail use. Discussion followed on the first floor units.

B. Zoning Ordinance Update: CWA presentation of Diagnostic Review of Zoning Ordinance.

Megan Masson-Minock of CWA gave a power point presentation overview which included a review and analysis of the City of Dexter Zoning Ordinance and Subdivision Control Ordinances. Ms. Masson-Minock asked if any things were missing, needed changes, needed updates or needed improvements from the ordinances. Discussion followed.

XI. PROPOSED BUSINESS FOR MONDAY, NOVEMBER 2, 2020:

- A. Subcommittees for Zoning Ordinance Update
- B. Appoint Liaison to ZBA
- C. Kennel and Pet General Code/Zoning Code Conflict
- D. Consider Accessory Dwelling Units, per Section 3.07 of the Zoning Ordinance

XII. CITIZENS WISHING TO ADDRESS THE COMMISSION

Natalie Ceccolini of Guenther Building asked for clarification of the company's next step. Ms. Aniol stated that Guenther Building would need to submit an amendment to the final PUD Plan and Agreement in order that Planning Commission would be able to convert the first floor of 150 Jeffords to residential use.

XIII. ADJOURNMENT

Motion Smith; support Roberts to adjourn at 9:38 PM.
Unanimous voice vote approval.

Respectfully submitted,

Carol J. Jones
Recording Secretary

Approved for Filing: November 2, 2020