

**City of Alma
Planning Commission Minutes
May 3, 2021**

Chairman Ayers called the regular meeting of the Alma Planning Commission to order at 6:02 PM on May 3rd, 2021 on the Zoom Teleconferencing Platform.

Present: Ayers, Mapes, Pitts, Schooley, Richter, Wheeler, and Therrien.

Absent: None

Others Present: Aeric Ripley, City of Alma Zoning Administrator
David Ringle, City of Alma Public Services Director
Lorrie Rhynard, Business Owner
Jon Rhynard, Business Owner
Tyler Kearly, Rowe Professional Services
Curt Penny, Architect
Chuck Griffith, Architect
Jim Blick, Avalon & Tahoe
Steve Kuehne, Mid-Michigan Health

A motion was offered by Mapes and supported by Wheeler to amend the agenda to remove item 6 concerning a review of the proposed sign ordinance at 6:03 PM.

Yes: Ayers, Mapes, Pitts, Schooley, Richter, Wheeler, and Therrien

No: None

A motion was offered at 6:04 PM by Mapes and supported by Pitts to approve the minutes of the Regular Planning Commission meeting held on April 5th, 2021.

Yes: Ayers, Mapes, Pitts, Schooley, Richter, Wheeler, and Therrien

No: None

Site Plan Review 300 E Warwick Drive – MidMichigan Medical Center – Gratiot is proposing to build a new canopy and entrance for Outpatient Services with adjacent parking modifications. The plan also includes demoing a portion of B-Wing, construct a new two-story stairwell, and build a new two-lane drive around the south of the hospital. The new drive will connect the west parking lot with the east parking lot. The property is zoned B2, General Business. Hospitals are a permitted use in the B2 District, the scope of the project requires a site plan approval by the planning commission.

A presentation was given by Ripley. Hospitals are a permitted use within the B2, General Business District. The new drop-off canopy for outpatient Services is estimated at 1379 sq. ft. Construction of a new outpatient entry, waiting and greeter area is estimated at 1400 sq. ft. Construction of new 10-foot wide connector hallway from new Outpatient entry to the emergency entry is included in the plan.

Parking plan includes reconstructing the Outpatient Entrance Parking to 11 ADA Accessible spaces. Currently there are 13 regular and 6 ADA Accessible spaces. The parking space size and maneuvering lane meet the requirements of the ordinance. All other visitors/users of this section of the hospital will continue to use the west parking lot. The landscaping plan includes Dr. Ponze's Memorial Garden and the Nurse's Memorial Garden to be relocated as part of the project. Each garden will contain two benches and a mix of trees, shrubs and grasses to include the following plants: Karl Forster Reed Grass, Compact Burning Bush, Happy Returns Daylily, Buffalo Juniper, Dutch Master Daffodils, Spike Speedwell. Trees proposed include Alleghany Serviceberry, Snowdrift Crabapple, and Columnar English Oak. A utility/mechanical enclosure will be installed around the existing equipment just south of the new entrance. The lighting plan shown for the project area meets ordinance. The improvements proposed will improve hospital operations, as well as aesthetics and the patient experience as they enter the hospital for services. The storm water system to be reviewed by Public Services and have an approved storm water retention plan and system approved and permitted by the Gratiot County Drain Commission. If a connection is needed to the City storm system a connection permit must first be obtained. A soil erosion permit shall be obtained from the Gratiot County Permits office.

A follow-up presentation was given by Ringle. There are no new drive approaches being proposed or altered within this submitted scope of work. There are no new water connections shown as a part of this project. There are no proposed storm sewer connections or alterations to be made to the public storm sewer system. Storm water is shown on the drawings does not appear to be diverted onto adjacent properties. The proposed grades and final grades must not dam any natural surface drainage patterns from adjoining properties. At the southeast project location, new storm lines and structures are proposed to be constructed. However, none of the shown storm lines or structures will be connected to the City Storm mains. This project's storm water system must be reviewed by and have an approved storm water retention plan and system approved by the Gratiot County Drain Commission prior to the issuance of any City of Alma permits. The size, style, and function of the retention system will be determined by the Gratiot County Drain Commissioner due to the site's proximity and connection point being in relative proximity to a County Drain. All new storm lines and structures within this site are owned and to be maintained privately by property owner. This storm system will not be a part of the City of Alma's storm sewer collection system. A permit is required by the Gratiot County Drain Commission. A storm sewer connection permit is required by the City of Alma prior any connection to the City storm system. Any grading or site alteration for this retention system must be outside of the public right-of-way. There is nothing proposed relating to sanitary sewer alterations or new connections shown within the scope of work being proposed. A Soil erosion permit is likely required and must be obtained from the Gratiot County Permits office and maintained to their satisfaction throughout the duration of the project. The owner and the contractors relating to this project need to be aware that there is a 12-inch public water line that runs east and west at the south edge of the property that is very much near the construction project limits. Care should be taken to ensure that this main is not damaged and that if maintenance needs to be performed on this line, City crews will need to have access at

any time. In addition, the water valves need to be always located and accessible, including ensuring that these are not covered by dirt, asphalt, concrete, or any other permanent covering. Although there do not appear to be any new connections to the public utility lines, Public Services permits must be applied for and approved prior to the commencement of any connections to any or all public mains. If any damage is done to any public utility line, the City of Alma Public Services department must be notified immediately.

Ayers commented that he believed adding a service drive allowing visitors to drive from one side of the property to the other was a welcome addition.

Ripley commented that a portion of the B-Wing would be removed to include the 24-foot drive in the project. A 11-foot by 22-foot two story stairwell will be attached to B-Wing after the demo with new exterior treatments. New sidewalks will be installed to connect to the entrances and parking will be configured with a net loss of 11 spaces, but the remaining parking is adequate. The exterior treatments improve aesthetics and function.

A motion was made at 6:11 PM by Pitts and supported by Schooley to approve the site plan as presented.

Yes: Ayers, Mapes, Pitts, Schooley, Richter, and Therrien

No: None

Abstain: Wheeler

Site Plan Review 903 Michigan Avenue – Avalon & Tahoe Manufacturing is proposing to construct additional parking for the staging of boats ready for delivery along 903 Michigan Avenue. Also construct additional employee parking at 900 Michigan Avenue

A presentation was given by Ripley. Zoning of the parcel at 903 Michigan Avenue is LI, Light Industrial. The new truck parking pad is 30 ft x 200 ft mirroring the current pad adjacent to the southwest and northwest driveways along Michigan Avenue. The pads are used for staging boat trailers readying them for shipment. The use of the boat pad is for industrial purposes and will be constructed of 8-inch crushed stone and topped with 3 inches of compacted millings.

The zoning for the parcel at 900 Michigan Ave is B2, General Business. Avalon & Tahoe Manufacturing is in the process of purchasing the parcel at 900 Michigan Avenue. The structure on the parcel is to be demolished and used for an employee parking lot. The new parking lot is planned to be approximately 60 ft x 80 ft and provide parking for up to 40 vehicles. The use of the lot is for employee parking requiring an asphalt or concrete surface. Once site is prepped a 3-inch asphalt surface will be applied. The owners plan to use the existing storm drains on site.

It is requested that the owners submit a final parking layout for the employee parking at 900 Michigan Avenue to City of Alma staff. Once demolition of building is complete at 900 Michigan verification of the on-site drainage for use with the employee parking lot is required. Owner must apply for a soil erosion permit through the Gratiot County Permits Office.

Blick commented that 903 Michigan Ave's operations requires contracted trucking, and the current parking arrangement is inadequate and occasionally these trucks have parked on neighboring property. The additional parking will facilitate this use. The purchase of 900 Michigan Ave is dependent on the demolition of the existing building and the condition of the property after completion. This makes a timeline of completion unavailable currently. It is planned that both properties will be paved in conjunction with one another.

A motion was made at 6:17 PM by Wheeler and supported by Richter to approve the site plan as presented.

Yes: Ayers, Mapes, Pitts, Schooley, Richter, Wheeler and Therrien

No: None

Blick thanked the commission and the city for a positive partnership.

Conditional Rezoning Request – Lori and Jon Rhynard have submitted a draft conditional rezoning for 314-322 E Center Street to allow the use of outdoor sales of vehicles at the location. This is not allowed within the B1, Central Business District, but can be considered under the Conditional Rezoning Ordinance. Included with packet are proposed primary and additional use restrictions, along with a draft site plan.

A presentation was given by Ripley. Jon and Lori Rhynard have made a conditional zoning request for 314-322 E Center. They propose the following statement of conditions: 314 E Center is to be used in part for used car sales with outdoor sales area. This will not be a repair facility. Any damaged cars or car parts will be stored inside the building. The shared parking lot is to be striped to accommodate 24 spaces for sellable cars, as well as ample customer parking, with handicapped parking, for both the used car lot/used furniture retail space and Sherwin-Williams. The hours of operation will fall between 9am -7pm. The owner shall provide a change of use plan to be reviewed and approved by the Building Inspector. The owner will utilize existing lighting fixtures on the building and existing light poles in the parking area. A green area will be maintained between the parking area and road. Exterior trash receptacles will be concealed behind the building. Signage will consist of one unlit sign for both businesses on the front of the building.

Alma Planning Commission

May 3, 2021

Page #5

Pitts inquired if the parking in front of Sherwin-Williams would be adequate for contractors hauling a work trailer?

Rhynard commented that he has consulted the owner of Sherwin-Williams and they do not have concerns with the project. The landscaping plan will better define the drive approaches to improve traffic. The owners of El Vaquero are also in support of the parking plan. Painters with a trailer may not always park according to the parking layout but will stay no longer than a few minutes at time. Rhynard has requested that no parking occur adjacent to the building after hours.

Griffith commented that 24-foot aiseways have been maintained with most at 25 feet. The most restrictive turn is from the paint store to the east along the front of El Vaquero but the 24-foot aiseways is comparable to a city street and would be adequate for truck and trailer traffic.

Schooley added that the proposed green buffer at the street was a great addition to the project as greater definition of drive approaches is appreciated.

Ripley added that the 24-foot aiseways complies with our parking ordinance.

Mapes inquired if the green area would be irrigated?

Rhynard replied that it would not, but it would be well cared for. It is indetermined at this time if the green space would consist of grasses, shrubs, or trees.

Ripley commented that along E Center a green buffer exists to both the north and west of the property and the addition would match the surrounding property.

Ayers asked if any additional provisions are suggested?

Griffith commented that the curb cuts are existing and would not need to be constructed with a new cut into the street.

Mapes inquired to the location and number of existing curb cuts?

Griffith replied that four exist and outlined their location.

Mapes and Ayers commented that four would be more than adequate.

Schooley added that defined approaches would be an improvement as many customers are inadvertently driving over the curb to access the existing lot.

A motion was made by Mapes and supported by Pitts at 6:28 PM to set a public hearing for the conditional rezoning on Monday, June 7th at 6:00PM on the Zoom Teleconferencing Platform.

Alma Planning Commission

May 3, 2021

Page #6

Yes: Ayers, Mapes, Pitts, Schooley, Richter, Wheeler and Therrien

No: None

Ripley commented that he hoped we could return to face to face meetings in a couple months and that more projects are upcoming for review. He apologized for submitting this meeting's packet later than normal making the review of the proposed sign ordinance impractical.

A motion was made by Wheeler and supported by Schooley at 6:31 PM to adjourn.

Yes: Ayers, Mapes, Pitts, Schooley, Richter, Wheeler and Therrien

No: None

Respectfully submitted,

A handwritten signature in cursive script that reads "Aaron K. Hale". The signature is written in dark ink on a white background.

Aaron K. Hale

Planning Commission Recording Secretary