

Approved Dec 1, 2020

**City of Keego Harbor
Planning Commission Special Virtual Meeting Minutes
Wednesday November 4, 2020**

CALL TO ORDER: Chairman Yoder called the meeting to order at 7:00pm

ROLL CALL:

Present: Chairperson Yoder, Vice Chairman Santa, Council Member Fletcher, Commissioner Douglass, Commissioner McCarthy (arrived 7:08pm), and Commissioner Streng

Absent: Commissioner Dillon

Motion to excuse Commissioner Dillon by Commissioner Streng; seconded by Commissioner Douglass
Roll Call Vote - Ayes:5 Nays: 0 MOTION CARRIED

STAFF PRESENT: Records Clerk Lori Gilman and City Planner Jason Smith

APPROVAL OF AGENDA

Motion to approve the agenda for Wednesday November 4, 2020 by Commissioner Streng; seconded by Vice Chairman Santa
Roll Call Vote - Ayes:5 Nays: 0 MOTION CARRIED

APPROVAL OF MINUTES

Motion to approve the meeting minutes from Tuesday October 6, 2020 by Vice Chairman Santa; seconded by Commissioner Streng
Roll Call Vote - Ayes:5 Nays: 0 MOTION CARRIED

PUBLIC COMMENTS

No one addressed the Commissioners

OLD BUSINESS

Proposed Zoning Ordinance Text Amendment Section 15.26(d)(1) Slope Away from Buildings and Finished First Floor Elevations

Public Hearing Open 7:09pm, Closed 7:18pm, No Public Comment

Planner Smith reviewed his memo and the proposed language to amend section 15.26(d)(1) of the Keego Harbor Zoning Ordinance. Commissioners discussed this item at their October 6, 2020 Planning Commission meeting.

Motion to recommend approval to City Council of the proposed Zoning Ordinance Text Amendment Section 15.26(d)(1) as proposed in staff memo dated October 1, 2020 by Commissioner Douglass; seconded by Commissioner Streng
Roll Call Vote - Ayes:6 Nays: 0 MOTION CARRIED

3159 Orchard Lake Road – Cleaning Authority – Preliminary Site Plan

Chairman Yoder explained that this item was added 2 days before the meeting, during a General Presidential Election, which shows the Cities willingness to work with the applicant. Commissioners discussed the Stop Work Order that was placed at this location, as work started without approval from the City. This agenda item was tabled from the October 6, 2020 Planning Commission meeting.

Rick Linnel, the applicant's attorney, indicated his client wants to comply and improve the property. He provided a revised sketch plan which accommodates storm water and redirects water runoff while adding the parking spots the business requires. The applicant is looking for 2-year approval and will return to the Planning Commission at that time.

Planner Smith and Commissioners discussed this Preliminary Site Plan and set conditions for the applicant:

1. He receives written approval from Hubbel, Roth and Clark
2. He submits a permanent formal site plan
3. He pulls all required permits for this project
4. He provides as-built drawings
5. He receives written approval from City Planner Smith on the parking layout
6. Temporary approval to expire after 2 years from approval date

Motion to approve 3159 Orchard Lake Road – Preliminary Site Plan with 6 conditions by Commissioner Douglass; seconded by Commissioner McCarthy

Roll Call Vote - Ayes:6 Nays: 0 MOTION CARRIED

NEW BUSINESS

2897 Orchard Lake Road – Special Condition Land Use Permit – Section 19.02(h) Carry-out, Drive-in, Drive-through, or Fast-food Restaurant

Public Hearing Open 8:38pm, Closed 8:56pm

Public Comment:

Bobbie Korneder – Ms. Korneder has concerns about trash not being contained at the property
Rick Linnel – Mr. Linnel stated he has known the applicant for years and that this restaurant would benefit the City.

Planner Smith reviewed his memo indicating the applicant intends to open a commercial establishment in the form of a dine-in restaurant with a carry-out component. Commissioners discussed allowing the applicant to keep his restaurant open until 3:00am, the applicant was requesting to be opened 24 hours.

Planner Smith indicated the applicant will need to comply with Building or façade alterations to meet the Architectural Review Standards outlined within Section 15.05 of the Keego Harbor Zoning Ordinance. Also, signage shall comply with Article 14 of the City of Keego Harbor Zoning Ordinance and a sign permit shall be obtained. In addition, the applicant must comply with all applicable Building Construction Codes, Engineering standards, Fire codes, and City permitting requirements.

Applicant agreed to provide plan to show dumpster and dumpster screening. He will install wayfinding in the parking lot to ensure appropriate circulation. The applicant will install a 6-foot decorative masonry wall, as required, for commercial businesses.

The Planning Commission indicated to recommend approval to the City Council for the proposed Special Condition Use Permit 2897 Orchard Lake Road, SLUP-20-001, J & L Burgers for Section 9.02(h) Carry-out, drive-in, drive-through, or fast-food restaurants, including ice cream parlors and (v) Commercial establishments with hours of operation between 11 p.m. and 6 a.m. in the C-2 General Business District based on the Special Land Use Permit review standards from Section 16.07 and subject to compliance with the following conditions:

1. The approved is limited to dine in and carry-out style restaurant as proposed.
2. Hours of operation shall not extend beyond 3:00am.
3. The omission of the proposed “raised platform seating” as this does not meet the standards for an outdoor café in the C-2 District as outlined in the City of Keego Harbor Zoning Ordinance section 9.02(o).
4. A 6-foot decorative masonry wall shall be installed to provide proper screening between the proposed restaurant use and the residential use to the south of the subject property. All walls should meet the requirements within Section 15.04 of the Keego Harbor Zoning Ordinance.
5. Applicant to provide details on trash storage and removal. Trash storage shall meet all requirements outlined in Section 15.27 of the Keego Harbor Zoning Ordinance.
6. Confirmation that the barrier free parking requirement is being met.
7. Building or façade alterations must meet the Architectural Review Standards outlined within Section 15.05 of the Keego Harbor Zoning Ordinance and a zoning permit and building permits shall be obtained.
8. Proper wayfinding to be installed showing ingress only on Orchard Lake Road and right turn only from the parking lot exiting onto Hester Court. New signage shall comply with Article 14 of the City of Keego Harbor Zoning Ordinance and a sign permit shall be obtained.
9. Compliance with all applicable Building Construction Codes, Engineering standards, Fire codes, and City permitting requirements.

Motion to recommend approval 2897 Orchard Lake Road – Special Condition Land Use Permit, with conditions specified by the Planning Commission, and forward to City Council for final consideration by Vice Chairman Santia; seconded by Commissioner Douglass

Roll Call Vote - Ayes:6 Nays: 0 MOTION CARRIED

2021 Meeting Schedule

Commissioners discussed proposed meeting dates for 2021 and approved the schedule as proposed.

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Residential Architectural Review Standards

Examples of Set Back Front Garages

Planner Smith and Commissioners discussed the 4 photos of examples of garages.

1. Less than 5% of lots in the City can have this type of garage, +4 points
2. Discourage this type of garage as the garage is more than 50% of building width, -16 points
3. Garage is more than 50% of building width but 5 feet behind the building line, +8 points
4. Side loaded and recessed 5 feet – keep as is on ARS

Vesta Steel Plank Sample – Planner Smith has not received the samples; he hopes to show the samples at the December Planning Commission meeting. Commissioners discussed changing the Architectural Review Standards to vinyl +6 points and vesta steel plant +8 points.

ADJOURNMENT

Chairman Yoder adjourned the meeting at 10:15pm.

Joel Yoder
Chairman, Planning Commission

Lori Gilman
Keego Harbor, Records Clerk