

**BROWN CITY PLANNING COMMISSION MINUTES
THURSDAY, APRIL 5, 2007**

Meeting called to order by Chairman Brown at 7:00 P.M.

PRESENT: Chairman Ken Brown, Commission Members Gary Abel, Jack Bell, Mike Frey, Patricia Jacobson, Arthur Potts, JoAnn Potts, Don Smith, and Todd Vandewarker; City Manager Clint Holmes, Deputy City Clerk David R. Van Cura.

ABSENT: City Clerk Kelly J. Pavel.

GUESTS: Dennis Phelan (Thomas – Phelan Group, Inc.), Council Member and Sewer and Water Committee Chairman Mike Lents, Larry Thiemkey, Frank Lukacs, Joe Murray, Judy Murray, Keith Kohler, Gene Burgess, Tricia Muxlow, and representatives from the Exchange State Bank.

Corrections to the Minutes of March 1, 2007:

Page 2 – Line 5: add “and (5)”.

Page 2 – Line 6: add “and (5)”.

Motion by Commissioner Abel, second by Commissioner J. Potts, to accept the Regular Meeting Minutes of March 1, 2007 as corrected. Motion Carried.

Motion by Commissioner Jacobson, second by Commissioner Abel, to accept the Special Meeting Minutes of March 21, 2007 as presented. Motion Carried.

Commissioner Brown stated that the Brown City Thrift Shop pre-application building permit should not have been discussed at the March 21st special meeting because Michigan Agricultural Commodities paid to have the meeting. The Commission agreed that it should not have been discussed.

PUBLIC QUESTIONS AND COMMENTS: None.

PERSONAL APPEARANCES: None.

OLD BUSINESS: None.

PUBLIC HEARING: None.

PETITIONS & COMMUNICATIONS:

1. Exchange State Bank – 4462 Main Street: Site Plan Review.
 - a. Review of City Engineer’s 2nd Site Plan Review.
 - b. Letter from Jeff and Kelly Pavel.

Chairman Brown discussed the letter received from Davis Land Surveying & Engineering, P.C., regarding Exchange State Bank 2nd Site Plan Review dated March 26, 2007. He also introduced the letter received from Jeff and Kelly Pavel dated March

30, 2007 expressing their concerns regarding this project. Each Commissioner received a copy of these letters in their meeting packets. (See attached)

Chairman Brown has contacted MDOT regarding (2) driveways. He stated that he talked to Mr. Doug Wilson, the director of the Cass City MDOT office. The driveway proposed by the bank must be 150 feet from the center of M-90/Cade Road intersection.

Commissioner Abel also has concerns regarding the locations of the driveways and suggested that a traffic study be conducted.

Commissioner Vandewarker suggested that Chairman Brown contact MDOT to see if a study has been completed within the past two years. It was the consensus of the Commission not to pursue this.

Commissioner Abel expressed his concerns regarding the following items:

1. The need for (3) driveways.
2. Conflict with school bus traffic.
3. The amount of traffic the bank will generate.
4. The loss of parking spaces available to the Family Health Center if the Bank uses their lot as an entrance.
5. The width of the Family Health Center driveway.
6. The use of the drive thru banking area.
7. Have they looked at different locations to build?
8. Does the detention pond have an overflow pipe?
9. Keeping the roads clean during construction.
10. The need for an engineer to oversee the site work.
11. The need for an area designated for a dumpster.
12. There is no information regarding a sign for the Bank.

Commissioner Vandewarker expressed his concerns regarding the amount of traffic that will turn north on to Cade Road.

Commissioner Frey stated that the Board's main concern should be the building site, not on traffic flow right now. The Board should be dealing with on-site problems, not off-site problems at this time. Commissioner Vandewarker agreed.

Guests Larry Thiemkey, Keith Kohler, and Joe Murray expressed their concerns regarding drainage.

Dennis Phelan responded to the concerns of the Planning Commission and guests as follows:

1. The elimination of (1) of the exits on Cade Road is not an option.
2. The Bank has no direct access to M-90 and wants to exit on to Cade Road.
3. Will help pay for repairs to that portion of Cade Road adjoining the Bank property.
4. The Sanilac County Drain Commissioner has said that the 12" Thelman Ave. drain is adequate.
5. The Sanilac County Drain Commissioner is satisfied with the drainage plans.

6. The detention plan is designed for a 100-year storm.
7. The Bank disposes of their own trash, therefore there is no need for a dumpster or screen.
8. Signs will meet Brown City Ordinances.
9. The lot will be raised in elevation to the height of the Family Health Center.
10. They will be obtaining an easement from the Family Health Center to drain water from the Bank property to the ditch on Thelman Avenue.
11. Streets will be kept clean.
12. There should minimum conflict with the school buses.
13. They have looked at other buildings sites and like this site.

Mr. Phelan stated that the additions and corrections listed in the letter from Davis Land Surveying would be addressed. He will provide the Board with a revised set of plans.

Commissioner Vandewarker asked Mr. Phelan if he is willing to address the 21 items mentioned in the letter from Davis Land Surveying. Mr. Phelan said yes. The Planning Commission needs a complete site plan with the additions and corrections. Mr. Phelan is prepared to resubmit the site plans for Exchange State Bank.

Mr. Phelan presented photographs of the proposed construction area.

Commissioner Frey stated that the County and the City also need to address the drainage problems.

Joe Murray asked if the County is going to inspect the work on the project on a daily basis. Commissioner Brown responded that someone needs to be responsible for inspections. Commissioner Abel said that an engineer needs to oversee the site work. Commissioner Vandewarker said that this needs to be addressed when the time comes and to make the County aware.

Motion by Commissioner Brown, second by Commissioner Vandewarker, to table the Exchange State Bank's site plan review until they have resubmitted the plans with the additions and corrections recommended by Davis Land Surveying and the revised plans have been reviewed by Davis Land Surveying and they are to be presented at the next meeting.

ROLL CALL VOTE: Brown – yes, A. Potts – yes, J. Potts – yes, Jacobson – yes, Smith – yes, Vandewarker – yes, Bell – yes, Abel – yes, Frey – yes.
9 – yes, 0 – no, 0 – absent, 0 – abstain. Motion Carried.

2. Brown City Thrift Shop – Pre-application Building Permit – Skid Shed.

Chairman Brown stated that the Brown City Thrift Shop does not own the property and that they have not asked for permission to construct the skid shed from the Brown City Masons who own the property.

Motion by Commissioner Abel, second by Commissioner Bell, to table the Brown City Thrift Shop's pre-application building permit for a skid shed until we hear from the property owners or it is resolved between themselves and the submittal of a letter of approval from the Brown City Masons.

ROLL CALL VOTE: Brown – yes, A. Potts – yes, J. Potts – yes, Jacobson – yes, Smith – yes, Vandewarker – yes, Bell – yes, Abel – yes. Frey – yes.

9 –yes, 0 – no, 0 – absent, 0 – abstain. Motion Carried.

REPORTS & RECOMMENDATIONS:

1. Adoption of Variance Checklist.

Motion by Commissioner Vandewarker, second by Commissioner Brown, to accept the "Adoption of Variance Checklist" as submitted. Motion Carried.

(See attached)

The Commission had a lengthy discussion on the drainage and flooding problems throughout the City. The City needs to replace the 12" culvert on Thelman Avenue. The Commission would like their concerns forwarded to the City Council.

Motion by Commissioner Bell, second by Commissioner Vandewarker, to adjourn at 9:22 P.M. Motion Carried.

Respectfully submitted,

David R. Van Cura
Deputy Clerk