

**Minutes, Paw Paw Planning Commission  
Regular Meeting, April 1, 2021**

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| 1. | The regular Planning Commission meeting of Thursday, April 1, 2021 convened at 7:00 p.m. at 114 N. Gremps, Paw Paw, Michigan. Chairperson Larson presiding.  | <b>Meeting Convened</b>                                       |
| 2. | Present: Larson, Hellwege, Nottingham, Palenick, and Pioch. Also Present: Village Manager, Sarah Moyer-Cale, Village Planning Consultant, Rebecca Harvey (by remote electronic access).  | <b>Members Present</b>  |
| 3. | <b>Motion</b> by Pioch, <b>supported</b> by Palenick, to approve the agenda as presented. All members present voting yes. The <b>motion carried</b> .  | <b>Approval of Agenda</b>                                     |
| 4. | <b>Motion</b> by Pioch, <b>supported</b> by Palenick, to approve the minutes of the special Planning Commission meeting of March 15, 2021, as presented. All members present voting yes. The <b>motion carried</b> .   | <b>Approval of Minutes</b>                                    |
| 5. | No public comment regarding non-agenda items was offered.  | <b>Public Comment</b>   |
| 6. | Larson stated that the next item for consideration is the request by Mike Bijani of Granite Quartz Depot for Special Land Use Permit/Site Plan Review of the proposed establishment of a facility for the processing (cutting) and retail sale of granite countertops as allowed by Sections 42-343(a)(3) and 42-343(b)(4), Zoning Ordinance. The subject site is located 153 Commercial Ave and is within the VRA-PUD District. | <b>Public Hearing:<br/>SLU/SPR - Granite<br/>Quartz Depot</b> |

Mike Bijani, owner, and Art Bates, project architect, were present on behalf of the application. Bijani provided an overview of the proposed use, noting that the ‘cutting’ process is a minor element of the operation. He explained that he proposes to occupy Tenant Space A of the existing building and leave Tenant Spaces B and C in continued use as warehouse space. He confirmed that no exterior changes to the building are proposed.

Harvey provided the following clarification:

- The proposed conversion of Tenant Space A is subject to Sec 42-402 – Site Plan Review, with the ‘processing’ element of the proposed use also subject to Sec 42-366 – Special Land Use Permit.
- No change to the exterior of the building is proposed; the Architectural Requirements of the VRA-PUD District do not apply.
- No change to the building footprint/height/location, lot coverage, or open space is proposed; the building design and green space standards of the VRA-PUD District do not apply.

- Proposed site modifications (i.e., site access and parking/loading) trigger application of the site design/streetscape standards of the VRA-PUD District.

In response to questions, Bijani confirmed that the rear parking area will be paved, adding that it is anticipated that the four parking spaces on Commercial Ave will frequently serve the retail space. He further noted that dumpster facilities will be kept inside the building.

No public comment was offered on the matter.

Planning Commission discussion ensued regarding the application of the parking and streetscape standards to the subject site given that it is provided street frontage on all four sides and represents an existing development site.

At the conclusion of the discussion, **motion** was made by Pioch, **supported** by Hellwege, to grant Special Land Use Permit and recommend Village Council approval of the Site Plan for 1) the establishment of 3 tenant spaces (Tenant Spaces A, B and C) within an existing building currently used as a warehouse, and 2) the conversion of Tenant Space A (5600 sq ft) from a warehouse to a facility for the retail sale/installation of granite countertops, with some processing (cutting) of the granite, at 153 Commercial Avenue, based upon the following findings:

- The streetscape standards of Section 42-458, namely the requirements for sidewalk, street trees and street lights, will apply only to Commercial Ave . . given that it currently functions as the frontage street for the building . . until such time as the site is redeveloped.
- Street furniture will not be required at this time.
- A bike rack will not be required at this time . . however, an area should be designated within the parking lot for bikes and a bike rack provided within two years of the date of site plan approval.
- The parking lot screening requirement shall not apply at this time . . given primary use of the on-street parking spaces and the existing surrounding street/land use pattern . . but will be revisited at such time as the site is redeveloped.
- Compliance with the Special Land Use Criteria set forth in Sec 42-366 and the Site Plan Review Criteria set forth in Sec 42-402.

Approval of the Site Plan is recommended **subject to the following conditions:**

1. Submission of a revised site plan for administrative review/approval showing the following additional details:
  - surface of driveways and parking area
  - storm water management plan for improved parking area

- required streetscape elements (sidewalk, street trees, street lights) along the Commercial Avenue frontage
  - designation of area within parking lot for bikes (noting bike rack for at least 9 bikes to be provided within two years)
  - existing outdoor lighting
2. Compliance with the streetscape design requirements along the Commercial Ave frontage (sidewalk, street trees, street lights).
  3. Any proposed signage shall be subject to review/approval through the sign permit process.
  4. Village Fire Department review/approval.
  5. Village Public Utilities Department review/approval of the storm water management plan.
  6. Compliance with all applicable Federal, State and Local codes/ordinances.

All members present voting yes. The **motion carried**.

7. Larson stated that the next item for consideration is continued discussion of the fencing standard set forth in Sec 42-405(c)(3) and the use of barbed wire fences in the Village. **Ongoing Business: Fence Standards**

She reminded that following Planning Commission discussion in February, Harvey was directed to prepare a report that outlines the pros/cons of allowing barbed wire fencing in the Village; the concerns with attempting to allow barbed wire fencing only for specific land uses; how ‘protective measures fencing’ serves as a preferred option to barbed wire fencing; and the costs associated with such an option. It was requested that the report be presented for review in March.

Harvey provided an overview of the Planning Commission memo on ‘fencing’, highlighting the requested informational elements. Planning Commission members expressed support for the content and format of the report, suggesting only that the cost details of barbed wire fencing and protective measures fencing be set forth in a single section in the report to better demonstrate the comparison.

It was further agreed that the memo provides foundational information on the subject that would be helpful to the Village Council in their consideration of the issues and recommendation of the Planning Commission.

**Motion** was then made by Palenick, **supported** by Hellwege, to accept the memo on fencing, with the requested revision, and request that it be submitted to the Village Council to use in their continued consideration of the ‘barbed wired fencing’ question. All members present voting yes. The **motion carried**.

8. **Motion** by Pioch, **supported** by Palenick, to nominate and elect Kathy Larsen as Chair. All members present voting yes. The **motion carried**. **New Business: Election of Officers**

**Motion** by Hellwege, **supported** by Larsen, to nominate and elect Mike Pioch as Vice Chair. All members present voting yes. The **motion carried**.

**Motion** by Larsen, **supported** by Pioch, to nominate and elect Dave Bogen as Secretary. All members present voting yes. The **motion carried**.

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| 9.  | The Planning Commission noted the accuracy and completeness of the 2020 Annual Report prepared by the Chair. It was agreed that the Annual Report would be finalized with the results of the March meeting and the approval of the Work Plan.  | <b>New Business:<br/>2020 PC Annual<br/>Report</b> |
| 10. | Larson referenced the draft 2021-2022 Planning Commission Work Plan prepared for Commission discussion. Planning Commission members expressed support for the identified Work Plan Items and prioritization of same. It was requested that status reports be provided on those items noted as ‘VC action pending’. | <b>New Business:<br/>PC Work Plan</b>              |
|     | <b>Motion</b> by Hellwege, <b>supported</b> by Nottingham, to approve the 2021-2022 Planning Commission Work Plan as presented. All members present voting yes. The <b>motion carried</b> .  |  |
| 11. | <b>Motion</b> by Pioch, <b>supported</b> by Palenick, to adopt by resolution the proposed 2021-2022 meeting schedule of the Planning Commission. All members present voting yes. The <b>motion carried</b> .   | <b>New Business:<br/>Meeting Schedule</b>          |
| 12. | Larson welcomed new Village Council liaison to the Planning Commission, Ashley Nottingham.   | <b>Member Comments</b>                             |
| 13. | No staff comments were offered.  | <b>Village Manager/<br/>Planning Consultant</b>    |
| 12. | There being no further business to come before the Commission, the meeting was adjourned at 8:23 p.m.  | <b>Adjournment</b>                                 |