

**Minutes, Paw Paw Planning Commission
Regular Meeting, May 2, 2019**

1. The regular Planning Commission meeting of Thursday, May 2, 2019, convened at 7:00 p.m. at 114 North Gremps, Paw Paw, Michigan. Chairperson Larson presiding.
2. Present: Larson, Bogen, Palenick, and Pioch. Also present: Planning Consultant, Rebecca Harvey.
3. Harvey requested that a review of the boundary map for the proposed Walkable Residential Overlay District be added as an agenda item under Ongoing Business. **Motion** by Pioch, **supported** by Palenick, to approve the agenda as amended. All members present voting yes. The **motion carried**.
4. **Motion** by Bogen, **supported** by Palenick, to approve the minutes of the regular Planning Commission meeting of April 4, 2019 as presented. All members present voting yes. The **motion carried**.
5. No public comment regarding non-agenda items was offered.
6. Larson stated that the next item for consideration was the proposed amendment to the Zoning Ordinance to allow ‘accessory dwelling units’ and ‘cottage housing’ as special uses within the R-2 District.

Larson opened the public hearing.

Harvey provided an overview of the proposed amendments, noting the additional housing options are intended to implement the residential policies set forth in the Village Master Plan. She also noted that the draft text has received lengthy consideration at Planning Commission meetings since September, 2018.

Larson requested further discussion of the proposed change to Sec 42-370 wherein the side/rear setback requirements applicable to accessory buildings will be increased from 3 ft to 10 ft. Members noted that other amendments to Sec 42-370 will allow for increased building area and building height which supports a modified setback requirement to provide necessary separation.

There being no public comment, Larson closed the public comment portion of the public hearing.

Motion was then made by Bogen, **supported** by Pioch, to recommend Village Council approval of the following proposed amendments to

Meeting Convened

Members Present

Approval of Agenda

Approval of Minutes

Public Comment

**Public Hearing:
Text Amendment -
Residential Districts
(missing middle
housing)**

allow for accessory dwelling units and cottage housing, and to modify the existing accessory building standards:

- Sec – 42-141 & 42-143 – R-2 District
- Sec 42-362 – Structures
- Sec 42-370 – Accessory buildings
- Sec 42-373 – Accessory dwelling units
- Sec 42-374 – Cottage housing development

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

7. Larson stated that the next item for consideration is the request by First Presbyterian Church for Site Plan Review for a proposed parking lot expansion and related site improvements at the site of the existing church. The subject property is located at 120 Pine Street and is within the R-2 District.

**New Business:
SPR - First
Presbyterian
Church**

Tom Schuitmaker, Rev. Tiffany McCafferty, and Arnie Bunkley, project architect, were present on behalf of the application. They provided an overview of the site plan, noting the following:

- The project will include removal of a portion of the existing storage garage; the addition of a new entry vestibule; expansion of the parking lot east toward the church; and, the establishment of a new parking layout, including the addition of 11 parking spaces, green space island and drop off area.
- The home on the adjacent property was recently removed allowing for the proposed expansion.
- A lack of parking on the site is a historic problem; the proposal is intended to improve parking availability for both the congregation and the community groups that use the church.
- There is support for the project by the surrounding neighborhood.

Harvey provided a synopsis of the site plan review report. The applicants offered confirmation of compliance regarding parking lot design; outdoor lighting; building addition height and setbacks; signage and, refuse disposal.

Motion by Pioch, supported by Palenick, to recommend Site Plan Approval of the proposed building addition, parking lot expansion and related site work, based upon a finding of compliance with the standards for a ‘church’ set forth in Section 42-367 (8) and the Site Plan Review Criteria set forth in Section 42-402, subject to the following conditions:

1. Demonstration of compliance with applicable setback, parking and landscaping requirements.

- Off-street parking is prohibited within the required front yard setback area. *(Sec 42-367 (8) e.)*
 - 48 off-street parking spaces required; 35 off-street parking spaces proposed. *(Sec 42-404)*
 - 25% of the required landscaped open space shall be located between the building and the roadway. *(Sec 42-406 b.)*
2. Village Fire Department review/approval.
 3. Village Department of Public Works review/approval of utility extensions/connections and the proposed method of storm water disposal.
 4. Compliance with all Federal, State and Local codes/ordinances.

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

8. Larson stated that the next item for consideration is the proposed amendment to Sec 42-348 H. so as to address signage related to existing buildings that are located within the Village Revitalization Area PUD District.

**New Business:
Text Amendment -
PUD Signage**

Harvey referenced draft text provided dated May 2, 2019, noting the intent to increase signage options for buildings that currently exist within the PUD District. She explained that these buildings are not situated at the front lot line (as required for new buildings) and are not well-suited to the wall sign limitations of the district.

Planning Commission discussion ensued regarding the objectives for signage within the PUD District wherein it was noted that a freestanding sign option for an existing building may be appropriate but should be limited to ‘monument’ or ‘ground’ signs. It was also noted that, although the District is provided access by Kalamazoo Street, it does not enjoy frontage on the major corridor and that provision for a development entry sign may also be in order.

Harvey was directed to revise the draft text pursuant to the Planning Commission’s discussion for consideration at the June meeting.

9. Larson stated that the next item for consideration was the review of the boundary map for the proposed Walkable Residential Overlay District.

OnGoing Business:

Harvey distributed a map that was prepared that illustrates the proposed boundary of the new overlay district as discussed by the Planning Commission in April. Board confirmation of the boundary map is

requested to facilitate the required public hearing noticing.

The Planning Commission reviewed the map, noting that the proposed boundary of the district is reflected accurately on the map, with the exception of the northwest corner. It was agreed that the boundary should be moved south and east to remove those eight lots currently zoned R-2 from the district.

Harvey indicated the map will be modified as discussed and the public hearing notice prepared accordingly.

10. Larson questioned the status of the Village Council’s recent interest to opt in on allowing medical marihuana facilities within the Village. Harvey confirmed that the Council has not yet adopted an ordinance to opt in but has asked for Planning Commission input regarding what and where facilities should be allowed.

Member Comments

Kevin Paquette was present and expressed interest in providing input to the Planning Commission on the subject at such time as it is considered.

Harvey noted that she has compiled educational/resource material and sample ordinances for Planning Commission review. It was agreed that the matter would be placed on the June agenda for discussion.

11. No staff comments were offered.

**Village Manager/
Planning Consultant**

12. There being no further business to come before the Board, the meeting was adjourned at 9:20 p.m.

Adjournment