

**Minutes, Paw Paw Planning Commission
Regular Meeting, August 2, 2018**

1. The regular Planning Commission meeting of Thursday, August 2, 2018 convened at 7:00 p.m. at 129 South Kalamazoo Street, Paw Paw, Michigan. Chairperson Larson presiding. **Meeting Convened**

2. Present: Larson, Hildebrandt, Jarvis, Palenick and Pioch. Also present: Planning Consultant, Rebecca Harvey. **Members Present**

3. **Motion** by Pioch, **supported** by Palenick, to approve the agenda as presented. All members present voting yes. The **motion carried**. **Approval of Agenda**

4. **Motion** by Jarvis, **supported** by Palenick, to approve the minutes of the regular Planning Commission meeting of July 5, 2018 as presented. All members present voting yes. The **motion carried**. **Approval of Minutes**

Motion by Jarvis, **supported** by Palenick, to approve the minutes of the special Planning Commission meeting of July 24, 2018 as presented. All members present voting yes. The **motion carried**.

5. No public comment regarding non-agenda items was offered. **Public Comment**

6. Larson stated that the next item for consideration was the request by St. Julian Wine Co. for Special Land Use Permit/Site Plan Review for the proposed establishment of an Open Air Business (Seasonal Food Truck Vendors) at the existing site of St. Julian Winery. The subject property is located at 710/716 South Kalamazoo Street and 114 Commercial Avenue and is within the B-2 District. **Public Hearing Item: St Julian Food Trucks**

Larson opened the public hearing.

Kyle Diekema and Ronald Swank were present on behalf of the application. Swank gave an overview of the food truck proposal, specifically noting the following:
 - No specific food trucks are identified at this time; approval is requested to allow for planned food truck events.
 - No specific food truck event schedule has been developed at this time; recent meeting space renovation in the St Julian facility is anticipated to create a demand for a food truck option.
 - St. Julian does not currently serve food so a food truck option would be very useful for future event planning.
 - 3 different on-site locations are proposed for food trucks but they are anticipated to be used one at a time . . . selected based upon the nature of the facility event to be served.

- Food truck activity is envisioned to be seasonal (spring to fall) and to generally be held on weekends (Friday – Sunday).

Denise Lounsberry expressed support for the proposal in general but noted concern with existing traffic levels in the area.

Mike Lounsberry questioned if the food truck schedule would interfere with use of the property during the wine festival.

Crystal Demerest noted her support for the proposal.

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

General Planning Commission discussion ensued wherein it was determined that the food truck is proposed for location on private property and so is regulated as an ‘open air business’ under the Zoning Ordinance, as opposed to a ‘food truck ordinance’ that would apply to food trucks operating within road rights-of-way

In response to Commission questions, Swank noted that food truck operations would be limited to the open hours of the winery and would largely occur in those areas used during the festival that are within a fenced area.

The Planning Commission proceeded with a review of the proposal pursuant to applicable zoning provisions. With confirmation that garbage containers will be provided and maintained daily; restrooms are available within St. Julian’s; and liability insurance is secured by St. Julian’s, compliance with Section 42-367 (23) was confirmed.

Planning Commission discussion continued regarding proposed Location B, with concern expressed regarding its proximity to the fire hydrant; Fire Department accessibility; and its possible location within an existing road right-of-way. It was concluded that the Fire Department’s review of the proposed location would respond to the issues raised.

Pursuant to the special land use criteria, it was noted that adequate access and parking are provided on the site; the food truck locations comply with applicable setback requirements and do not occupy existing parking spaces; associated outdoor activities may include seating; hours of operation will be those of the winery on Fridays – Sundays; and, no additional lighting or signage is proposed.

Motion by Pioch, **supported** by Jarvis, to grant Special Land Use Permit and recommend Site Plan Approval for the proposed ‘open air business’ (food trucks) at the existing site of St. Julian’s Winery based upon a finding of compliance with the special land use criteria set forth in Section 42-366; the standards applicable to an ‘open air business’ set forth in Section 42-367 (23); and the site plan review criteria set forth in Section 42-402, subject to the following conditions:

1. Compliance with the site plan elements presented, and subject to confirmation that proposed Location B is not within the road right-of-way; that it is not within or blocking the sidewalk network; and, that there are no public safety concerns as determined by the Village Fire Department.
2. Compliance with the operational elements presented. Specifically,
 - : generally operable only during weekends (Friday – Sunday) with limited weekday events, during Spring through Fall
 - : refuse disposal containers to be provided at food truck locations
 - : limited outdoor seating to be provided
 - : no additional outdoor lighting is proposed
 - : hours of operation will be limited to open hours of St. Julian’s
 - : no overnight food truck parking is proposed
 - : signage will only be on the food trucks
3. Village Fire Department review/approval.
4. Compliance with all Federal, State and Local codes/ordinances.
5. Approval is for seasonal operation (Spring through Fall) for the years 2018, 2019 and 2020.

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

7. Larson stated that the next item for consideration was the review/revision of the residential districts. Specifically, review of draft text related to ‘accessory dwellings’, reduced dwelling sizes within pocket neighborhoods, and a ‘missing middle’ overlay district.

**OnGoing Business:
Residential Districts
- ‘missing middle
housing’**

Harvey distributed a Draft Outline of the proposed ‘Walkable Residential’ Overlay District. She provided an overview of the district format and elements of application. The Planning Commission expressed support for the approach outlined and directed Harvey to complete preparation of draft text for the overlay district pursuant to the outline.

Review of draft text for the new overlay district and for the previously supported revisions to the R-2 District that would allow accessory dwelling units, smaller home sizes and pocket neighborhood development was scheduled for the next available agenda.

8. Larson noted that no New Business was scheduled for consideration.
9. Jarvis advised that the Village Council approved the site plans for Warner’s Food Trucks and Jason’s Auto Repair recently recommended

New Business

Member Comments

for approval by the Planning Commission. She added that the Council is currently discussing the idea of standards for café seating in the downtown area.

No further member comments were offered at this time.

10. No staff comments were offered at this time.

**Village Manager/
Planning Consultant**

11. There being no further business to come before the Board, the meeting was adjourned at 8:30 p.m.

Adjournment