

CITY OF FREMONT
MINUTES OF THE REGULAR FREMONT PLANNING COMMISSION MEETING

Tuesday, December 13, 2011
Fremont City Hall

Call to Order: A regular meeting of the Fremont Planning Commission was held in the City Council Chambers at the Fremont City Hall on Tuesday, December 13, 2011. The meeting was called to order at 4:00 p.m. by Planning Commission Chair Jack Butterick.

Fremont Planning Commission Members Present: Chair Jack Butterick and Commissioners Jim Breinling, Dennis Caplis, Mike Carpenter, Marcia Eib, Don Henry, Peg May, and Jim Sloan

Fremont Planning Commission Members Absent: Lon Vredevelde

City Staff Present: Michele Ribant, Fremont Zoning Administrator

Review and Approval of Meeting Agenda

Chair Butterick said that the following topics will be handled under the “New Business” section of the agenda: The North Central Co-operative new processing proposal and the size and location of corner projecting signs.

A motion was made by Don Henry, seconded by Peg May and carried to approve the agenda with the additions as noted by Chair Butterick.

Approval of the Fremont Planning Commission Minutes

A motion was made by Don Henry, seconded by Jim Breinling and carried to approve the minutes as presented from the November 8, 2011 Regular Fremont Planning Commission meeting.

Public Comment

There was no public comment.

Site Plan Review – Room to Bloom Child Care Facility (Mixed Use District – 453 E. Main Street)

Chair Butterick welcomed Melony and Andy White, the owners of Room to Bloom Child Care, and asked them to inform the Commission of their plans. It was explained that they want to construct a 4,000 sq. ft. building that will house a new Day Care and Preschool and that the existing Day Care center building would then be demolished, but the existing office building would remain.

When asked if there were sidewalks outside each of the proposed doors, Melony White said no because the doors will only be used for emergency reasons. She said the state requires an exit door in each of the classrooms. Melony White said that today they have 36 children at their Day Care facility and there is a waiting list. She said the capacity for the new Day Care building will be 65.

Michele Ribant reviewed the staff report with the Commission. Michele Ribant reported that in order for a zoning permit to be issued the plans would require approval of the Planning Commission and the Zoning Board of Appeals would have to vote and approve variances.

A motion was made by Jim Breinling, seconded by Don Henry and carried to approve the site plan and elevations both dated 11-16-11 for a new 4,000 sq. ft. Day Care Facility building to be located at 453 E. Main Street in the Mixed-Use District in Fremont, MI with the following conditions and subject to the Fremont Planning Commission approving the requested deviation as outlined below and subject to the Fremont Zoning Board of Appeals approving requested variances as necessary to satisfy code:

A motion was made by Jim Breinling, seconded by Don Henry and carried to approve the site plan and elevations both dated 11-16-11 for a new 4,000 sq. ft. Day Care Facility building to be located at 453 E. Main Street in the Mixed-Use District in Fremont, MI with the following conditions and deviations and subject to the Fremont Zoning Board of Appeals approving requested variances as necessary to satisfy the Fremont Zoning Code:

Conditions

- That the existing Day Care building be demolished within 30 days of occupancy of the new building.
- That the detached accessory building that already exists, which is moveable, be located at least 10 feet from any other building.
- That one handicapped space be included on the plan that satisfies ADA requirements, which includes appropriate signage.
- That the parking spaces be stripped.
- That a storm water management plan be approved by the Newaygo County Drain Commissioner before a zoning permit is issued.

Note: For nonresidential uses, windows shall not be blocked by interior displays or otherwise have views to the interior obstructed for a depth of not less than 5 feet into the building. The owners are apprised of this requirement and have indicated that they plan to abide by it.

Deviations

- According to Code the entrance should be recessed. The entrance is clearly identifiable through use of the columns; however, the entrance is not recessed. Therefore, a deviation to allow for the entrance to be retained as outlined in the plans dated 11-16-11 is being sought.

The variances being sought through the ZBA are as follows and are outlined in the staff report:

Variances Requested:

The Zoning Board of Appeals is being requested to consider the following variances in relation to the subject plans:

- **Rear Yard Setback:** The required rear yard setback is 20 feet. The plan shows a 10 foot rear setback, so a 10 foot variance is being sought.
- **Height:** A 1 story variance is requested to allow the proposed new building to be 1 story instead of 2.
- **Ground Story Interior Clear Height:** The ground story interior clear height shall have at least 12 ft. of clear interior height (floor to ceiling) contiguous to the RBL frontage for at least a depth of 15 feet. There is only 10 ft. of clear interior height, so a variance of 2 feet is being sought.
- **Wall Sign:** The applicant is planning to use the wall sign, which is 32 sq. ft., on the new building. The maximum size of a wall sign according to Code is 20 sq. ft. A variance of 12 sq. ft. is requested to allow the existing sign to be used on the new building.
- **Location of Parking:** Off-street parking for nonresidential uses shall be located at least 20 feet behind the RBL. No parking shall be permitted forward of the RBL. The parking is all in the front of the building; therefore, a variance is being requested to allow for the parking to be placed in the location as depicted on the plan, which is where it is currently located.

Update on Road Construction Projects

Michele Ribant reported that the Cedar Street extension that runs from Division west to Gerber Avenue along Cedar has started and should be completed by next summer. Since the new street is not a straight shot, she showed the Commission the new route on the zoning map. Jim Breinling reported Sullivan Street will be extended from the new high school site south across the creek to connect to the existing Sullivan Street.

Update on the Work of the Fremont Community Joint Planning Commission

Jim Breinling said that developing the Joint Zoning Ordinance has been a long process, but it allowed the Joint Planning Commission to work through many issues. He said that even though the Commission has been working on the joint zoning project since October 2008, the Fremont Community will still be the first City and two Townships in the state to accomplish this collaboration.

Unfinished Business

There was no unfinished business.

New Business

There following matters were reported on:

1. It was outlined that the North Central Co-op is proposing to add a mechanical process to enrich grain within an existing building on the 540 W. Main Street site in Fremont, MI. This process will require the addition of an enriched grain silo, which will exceed 45 feet but due to the nature of the structure it is within the height restrictions of the zoning ordinance. Michele Ribant said a full site plan review will be provided to the Commission at the January 10, 2012 Fremont Planning Commission meeting.
2. It was reported that Huntington Bank was proposing a projecting sign on the corner of two facades and the sign is currently not allowed pursuant to the Fremont Zoning Code. The Commission discussed the size and location of the sign and thought it was reasonable and city

staff was to come back at the next meeting with language that would allow for it for the Commission's further consideration.

Commissioners' Discussion

There was no commissioners' discussion.

Next Regular Planning Commission Meeting

January 10, 2012
4:00 p.m.
City Council Chambers
Fremont City Hall

Adjournment

There being no further business of the Fremont Planning Commission, the meeting adjourned at 4:55 p.m.

Planning Commission Secretary, Marcia Eib

Date