

**PLANNING COMMISSION  
MINUTES  
March 18, 2004**

I. ROLL CALL

Fred Walstrom	Absent
Andrew Bowman	Present
Jack Deegan	Present
Jeff Ford	Present
Mary Ellen Hughes	Present
Sheryl McCleery	Absent
Pringle Pfeifer	Present
Peter Sears	Present
Sara Smith	Present

Also present were City Planner Larry Nix and City Manager Fred Geuder.

The meeting was called to order by Vice-Chair Peter Sears.

II. MINUTES

Motion by Pfeifer, seconded by Hughes, to approve the minutes of February 19, 2004, as presented. Motion carried.

III. PUBLIC COMMENT AND CORRESPONDENCE

None.

IV. NEW AND OLD BUSINESS

A. Consideration of Request to re-approve SPR-2000-2, Irish Boat Shop, Fairview Street Storage Building

The City Manager stated that Irish Boat Shop had built the first half of this building in 2000, but that Phase II had been re-approved and then delayed. The plan has not changed, and Irish has indicated that it is ready to proceed with the building now.

David Irish was available to answer any questions, of which there were none.

Motion by Ford, seconded by Deegan, to re-approve SPR-2000-2, granting approval to Irish Boat Shop to construct the second phase of their boat storage building. Motion carried.

B. Consideration of a Proposed Amendment to the Glenn Beach Site Plan Condominium

The City Manager explained that applicant Hank & Bonnie Graff were proposing to modify the lot line and building envelope line on Unit 26 of the Glenn Beach plan, in order to accommodate building a balcony off their house. The Graffs own adjacent Unit 25, which is vacant. The proposal would reduce the size of that lot, and building envelope by about 60 square feet.

The City Manager further explained that both West Traverse Township and the City Council would have to approve this change, because it was also a part of the 425 Agreement between the City and Township. The City Manager noted the letter he had received from West Traverse Township which had no objection to the proposal. He also noted that he had received a letter indicating that the Glenn Beach Association Board would recommend approval of the proposal to their membership, if all other units approved the proposal.

Planner Larry Nix said he saw no problem with the plan.

Joel Moore was at the meeting on behalf of the applicants and association to answer any questions.

Motion by Pfeifer, seconded by Bowman, to approve the proposed amendment to the Glenn Beach plan, as proposed. Motion carried, 7-0.

The City Manager indicated that he would take the item to the next City Council meeting.

C. Consideration of Proposed SPR-2004-01, an Orchid Greenhouse for Bob & Terry Thoma, at 781 West Lake Road

The City Manager stated that Mr. Thoma currently had a greenhouse in which he grew orchids as a hobby. Mr. Thoma had asked whether he could receive approval to sell the orchids on a limited basis. Since the property is in the AR District, the proposed use is a permitted use, so the issue was being brought to the Planning Commission for consideration.

Mr. Thoma stated that when people heard he was an Orchidist, they wanted to buy orchids and see them, etc. But Thoma said he did not want to be forced into a full-fledged business with regular hours, etc., so he would like to be able to open for appointments only.

Planner Larry Nix asked whether he would have a sign. Thoma indicated that he would like have a sign within the allowable parameters, and that the sign would say "By Appointment Only".

In response to a question, Thoma indicated the size of the greenhouse was about 9' x 14'.

The City Manager stated that if the size of the greenhouse or proposed business use were to expand, it would have to come back to the Planning Commission for approval.

Motion by Deegan, seconded by Hughes, to approve SPR-2004-01, an Orchid Greenhouse at 781 West Lake Road, as per the proposal presented. Motion carried.

D. Consideration of Proposed SPR-2004-02, Second Story Addition, Deane Knox, 175 East Main Street

The City Manager explained that when Knox Gallery was approved last spring, the plan showed

a potential second story addition at a later date. Knox was now proposing that second story, which would contain two small apartments that would likely be used by Knox when he was in town, and the manager of the store.

Architect Doug Wright was present to answer questions.

The City Manager explained that four parking spaces would be required for the two apartments. Two spaces were built back by the East Third Street entrance, and two were proposed inside of the sculpture area and would be accessed through the gate if needed. No spaces were required for the gallery when it was remodeled in 2003, because the existing use was a retail use.

Planner Larry Nix noted that several of the sculptures were sitting on what was proposed as parking, and should be relocated to accommodate the proposal.

In response to a question, Mr. Wright indicated that the parking area inside of the fence was concrete with a brick paver boarder, and would be adequate for holding a car.

Andrew Bowman expressed a concern about whether the driveway area to the fenced in places would remain open. Nix said that his concern could be made a condition of approval.

The Commission discussed the elevations of the building in respect to the adjacent buildings. It was also noted that the rear portion of the building which overhangs the first story will end before it reaches Tom's Mom's.

Motion by Pfeifer, seconded by Bowman, to approve SPR-2004-02, as presented with a condition that the driveway access to the fenced area remain open because it is a shared driveway with the adjacent building, and that the interior space designated for parking for the living units also remain open, with any of the sculpture work that encroaches that area being relocated. Motion carried.

E. Consideration of Proposed SPR-2004-03, a re-grading plan and retaining wall relocation for Richard Kirby, 478 West Fourth Street

City Manager Fred Geuder stated that Mr. Kirby has a retaining wall about three feet behind his house on Fourth Street, that is leaning forward toward the house and will likely collapse eventually. He would like to replace the retaining wall but at the same time excavate back to his property line with the new retaining wall system, providing him with larger backyard area. In doing the project, Mr. Kirby would also install a drainage system that would be connected to the City's storm drain running west on Fourth Street, which empties into the ditch on the north side of Fourth Street.

Matthews Nursery and Benchmark Engineering have collaborated on the design of this plan. Eric Matthews was available to answer questions.

The City Manager stated that the plan would use the Manthei engineered retaining wall system, that has become popular and appears to be a good solution. The City Manager felt that the City would also benefit from this proposal, because it would help to dry up the wet soil on this portion of the bluff, with the cost paid by someone else. The drainage of the bluff would also include the house to the east of Mr. Kirby.

The Commission discussed the proposal, and noted the benefit to the City in the project.

The City Manager noted that City Council approval would also be required to hook the drain up over the Washington Street right-of-way.

Motion by Deegan, seconded by Bowman, to approve SPR-2004-03, as presented, subject to City Council approval. Motion carried, 7-0.

#### F. Zoning Code Discussion—Accessory Buildings

Planner Larry Nix presented a revised compilation of the basic ideas that were discussed in February. A copy is attached to these minutes.

The Commission reviewed item #2. The City Manager was concerned that this not price out a resident who simply wants to build a one story garage. It was the consensus of the group that the Architectural tie-in to the main house be tied only to two-story accessory buildings or where they are used as guest quarters. It was also noted that in these two instances (two-story and guest quarters uses) that approval would be treated as a Special Land Use.

Jeff Ford was concerned that in R-1-A and R-1-E, where guest quarters are already permitted, that we would be adding a layer of approval, so he suggested that in these areas a Special Land Use permit not be required. It was also noted that many of these homes are in associations that have architectural controls.

The Commission also discussed the addition of the rule which would limit the size of all accessory buildings (with a limit of 2) on a property to a footprint of 75% of the principal building, but in no case less than 576 square feet. It was the consensus of the Commission that this limitation would be a good proportionality standard.

It was also the consensus of the Commission where there are two-family homes, guest quarters would not be permitted. In those districts, single-family homes are also permitted, but if they have guest quarters, it would preclude turning the principal home into a two-family building.

Nix will continue to refine this proposal, and Nix and the City Manager will begin working with the City Attorney to draft an ordinance.

V. MEMBER COMMENT

None.

VI. ADJOURNMENT

There being no further business, the meeting was adjourned. The next meeting is scheduled for Thursday, April 15, 2004.

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Frederick W. Geuder, City Manager