

**PLANNING COMMISSION MEETING
ESCANABA, MICHIGAN
March 9, 2017**

A meeting of the Escanaba Planning Commission was held on Thursday, March 9, 2017, at 6:00 p.m. in Room C101 at City Hall, 410 Ludington Street, Escanaba, MI 49829.

PRESENT: Chairperson Kel Smyth, Vice-Chairperson Christine Williams, Secretary Roy Webber, Deputy Secretary Brian Black, Commissioner Tom Warstler

ALSO PRESENT: City Manager Jim O'Toole, City Engineer Bill Farrell, and Executive Assistant Lisa Glish

ABSENT: Commissioners James Hellerman, Paul Caswell, and Richard Clark

Vice-Chairperson Kel Smyth called the meeting to order at 6:00 p.m.

ROLL CALL

Executive Assistant Lisa Glish conducted roll call.

APPROVAL/CORRECTION OF THE FEBRUARY 9, 2017 PLANNING COMMISSION MEETING MINUTES

A motion was made by Secretary Webber, seconded by Deputy Secretary Black, to approve the February 9, 2017 Planning Commission meeting minutes as submitted. Ayes were unanimous.

APPROVAL/ADJUSTMENTS TO THE MARCH 9, 2017 PLANNING COMMISSION MEETING AGENDA

A motion was made by Commissioner Warstler, seconded by Vice-Chairperson Williams, to approve the March 9, 2017 Planning Commission meeting minutes as submitted. Ayes were unanimous.

CONFLICT OF INTEREST DECLARATIONS

None.

UNFINISHED BUSINESS

None.

PUBLIC HEARING

1. 2017-22 Planning Commission Capital Improvement Plan.

City Manager Jim O'Toole stated that annually the Planning Commission is required to prepare a Capital Improvement Plan (CIP) for the evaluation and identification of capital infrastructure projects in need of renovation, repair and/or construction. A public hearing on the proposed plan will take place.

City Manager O'Toole went onto explain that what the City is looking for from the Planning Commission is a recommendation to include the Capital Improvement Plan with the upcoming release of the Preliminary Budget on March 24, 2017 at Noon.

City Manager O'Toole went onto present the Fiscal Year 2017-2022 Capital Improvement Plan (this document is attached to these minutes)

After City Manager O'Toole presented the CIP the following questions were asked by Commission Members:

Deputy Secretary Black questioned if there is possibly of a different brightness/color spectrum that could be looked into for the new LED street lights that are being installed due to the brightness compared to the existing street lights. City Manager O'Toole answered him that he will contact the Electric Department on that option, he went onto state that the City has not received any complaints on this.

Vice-Chairperson Williams asked if there is a revolving fund in place that the cost savings that the city is receiving from switching the streetlights to LED. City Manager O'Toole stated that there is an Optimization and Renewal Fund that those savings get added to. He also stated that an analysis was completed showing that the City should save 30% by switching to LED streetlights.

Chairperson Smyth opened the Public Hearing after three (3) calls for public comment, none were heard. The Public Hearing was then closed.

A motion was made by Deputy Secretary Black, seconded by Commissioner Warstler, to close the Public Hearing. Ayes were unanimous.

City Engineer Bill Farrell explained to the Commission the road rating system that is used when setting local priorities for repair and resurfacing of roads. He explained that roads are rated on a scale of Ten (10) = Brand New Road to One (1) = Complete new road required.

City Engineer Farrell then went onto explain the reason for the relining of the Butcher's Creek Storm Sewer is needed due to the pipe being concrete and the bell joints are fitting the sections together are failing, and allowing roots, etc. to grow into the system causing obstructions in the pipe. He explained that by relining this pipe, the joints (and the rest of the pipe) would be seamless and allow consistent flow. He stated that the same process would be used for the 5th Avenue South to South Lincoln Road Storm Sewer Pipe; this relining would go from the manhole to South 22nd Street. He mentioned that the liner is approximately 1/2" thick so even though it will be making the interior thickness of the pipe narrower, it is also eliminating any obstructions to allow better flow overall.

Vice-Chairperson Williams asked if the City's GIS System is being updated to show sewer systems by reline date. City Engineer Farrell responded that they are not now, but the City is upgrading to a new GIS system, and they will be recorded on that.

Commissioner Warstler asked City Engineer Farrell if repairs will be made to the roads again this year to the joints and cracks in the roads. City Engineer Farrell responded that they plan to when time allows due to other projects in process.

Deputy Secretary Black asked why Subdivision Developers aren't required to pave roads when proposing a project. City Manager O'Toole answered him by explaining that those

roads are not paved due to not all of the lots in the subdivision being built, this allows for large machinery to come in without having to worry about damaging the road. City Manager O'Toole went onto state that the City does chip seal those roads upon petition requests.

A motion was made by Deputy Secretary Black, seconded by Vice-Chairperson Williams, to approve the 5- Year Capital Improvement Plan as presented. Ayes were unanimous.

NEW BUSINESS

1. Project Updates

- a. Zoning Board of Appeals Hearings/Decisions:** None.
- b. Delta County Planning Commission Updated:** Vice-Chairperson Williams explained that the Delta County Planning Commission continues to work on amendments and the process for zoning violations. She went onto state that the Commission meets again Monday (March 13th, 2017).
- c. Zoning/Land Use Permit Update:** City Manager Jim O'Toole updated the Planning Commission with the following information:

**ZONING PERMITS REPORT
January 01, 2017 thru March 9, 2017**

0	NEW RESIDENTIAL HOME	\$ -
1	RESIDENTIAL REMODEL	\$ 56,700
0	NEW COMMERCIAL	\$ -
1	COMMERCIAL REMODEL	\$ 40,000
1	CHANGE OF USE	\$ -
0	HOME OCCUPATION	\$ -
0	LAND USE PERMIT	\$ -
0	DEMOLITION PERMIT	\$ -
3	TOTAL	\$ 96,700

- d. Various:** City Manager O'Toole updated that the City's MEDC Representative, Ryan Soucy, is completing his final report to the MEDC Board for submittal and approval for the City's Redevelopment Ready Community program certification. City Manager O'Toole stated that he is hoping members from the MEDC will be present at the April 2017 Planning Commission meeting for presentation of the certification.

GENERAL PUBLIC COMMENT

None.

COMMISSION/STAFF COMMENT AND ANNOUNCEMENTS

Secretary Webber commented on the upcoming closing of the Super One Foods in Escanaba, stating that he feels it is a shame when stores like that close.

ADJOURNMENT

Chairperson Smyth adjourned the meeting at 6:30 p.m.

Kel Smyth, Chairperson
Escanaba Planning Commission

James V. O'Toole, City Manager
City of Escanaba

Christine Williams, Vice-Chairperson
Escanaba Planning Commission