

*City of New Baltimore - Planning Commission Regular Meeting – March 17, 2009*

Chairman Rutledge called the Regular Meeting of the Planning Commission to order at 7:32 p.m.

**ROLL CALL**

Present: Boyles (arrived 7:33), Demick, Dupray, Koneczny, Rutledge, Wojciechowski, Hayman, Burkhardt (arrived 7:34).

Absent: Dailey, McEachin, Plachinski.

Also present: Greg Nikkel, City of New Baltimore Building Official  
Judy Sproat, New Baltimore Director of Planning & Economic Development  
Brian Wilson, Community Planning & Management

Motion by Demick, second by Dupray, to excuse the absent members. No additional discussion by the commission. Voice vote. All ayes, motion carried.

**APPROVAL OF MINUTES:**

Motion by Wojciechowski, second by Demick, to approve the Work Study Minutes of 3-2-09 as presented. No additional discussion by the commission. Voice vote. All ayes, motion carried.

**PUBLIC DISCUSSION:** Commissioner Demick asked about the raised sidewalks on Base Street. The building official explained orange cones are placed by them and when the frost is out of the ground if they don't drop back down they will be replaced again.

**APPROVAL OF AGENDA:**

Motion by Demick, second by Boyles, to approve the agenda as presented. No additional discussion by the commission. Voice vote. All ayes, motion carried.

**SITE PLAN ITEMS:**

**SALU #255-03-09 Geri's Gift Boutique, 35914 Green Street, Set Public Hearing**

Our planner explained the applicant is proposing to locate a retail store in an existing building which had no previous Special Approval Land Use for retail. The property is zoned Business Transitional. The planner will withhold his review until the public hearing.

Chairman Rutledge explained that the petitioner has requested the planning commission review the proposal at the April work study meeting. The proposal is to occupy a portion of the existing building, approximately 600 square feet. Judy Sproat, director of Planning and Economic Development took photos of the site. The area with the double French doors is the area to be occupied. The structure is currently vacant.

Chairman Rutledge explained the parking was discussed at the pre planning meeting. A portion of the existing fence will be removed and an area will be paved for handicapped parking. Pavers to the sidewalk will be installed to match the streetscape downtown.

Also discussed at pre planning was that if the use expands or additional tenants use the building, the petitioner must apply for full site plan review, bring the entire site into compliance and meet the new requirements, including parking.

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The petitioners own the adjoining property and could expand the parking when required. The monument sign can stay where it is. The sign goes to the Historic District as well as the sidewalk, paving and landscaping.

Chairman Rutledge explained that in an effort to expedite this process, Commissioner Dailey and he approved setting the public hearing for the April work study meeting, and the ad was placed in the paper after the pre planning meeting.

Motion by Koneczny second by Wojciechowski, to set the public hearing for SALU #255-03-09, Geri's Gift Boutique for April 6<sup>th</sup>. No additional discussion by the commission. Voice vote. All ayes, motion carried.

Discussion continued regarding acting on the special land use the night of the public hearing depending on the public discussion and issues addressed.

**SIGN ORDINANCE DISCUSSION**

Recording secretary Annette Girodat explained that when an ordinance is forwarded to city council, it should be ready to adopt, and our Sign Ordinance revisions are not. The procedures are not in place for the Sign Review Board. She and the building official and director of planning will complete those procedures and forward them to the planning commission for our work study meeting.

**COMMITTEE REPORTS:**

Commissioner Demick reported there was no Historic Commission meeting.

**MISCELLANEOUS COMMUNICATION:**

Our building official explained about the graffiti at MacDonald Molding. Most has been repainted. Weather permitting the rest will be taken care of.

The Organic Health Food sign was discussed. That complex has a 30 day temporary sign permit and that is all they are allowed for the year.

Council Liaison Burkhardt asked if any other communities are granting special sign permits in this economy. Our building official explained they are not. Code enforcement may have been cut but the ordinances have not changed. Enforcement may be more relaxed.

The house on Will Lee and Washington is in foreclosure. The bank will remove the shed. The structure of the house is perfect. The garage is junk.

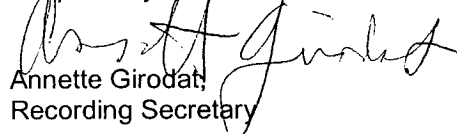
**PLANNING COMMISSION WORK STUDY AGENDA DISCUSSION:**

The next work study meeting is April 6<sup>th</sup>. The public hearing for the SALU and the sign ordinance information will be on our agenda.

**ADJOURNMENT:**

Motion made by Boyles, second by Koneczny to adjourn. No additional discussion by the commission. Voice vote, all ayes. Motion carried. Meeting adjourned at 8:22 P.M.

Respectfully submitted,

  
Annette Girodat,  
Recording Secretary