



PLANNING COMMISSION

February 16, 2017

A regular meeting of the City of Petoskey Planning Commission was held in the City Hall Community Room, Petoskey, Michigan, on Thursday, February 16, 2017. Roll was called at 7:00 P.M. and the following were:

Present: Gary Greenwell, Chairperson
Dana Andrews
Betony Braddock
Dean D. Burns
James Holmes
Rick Neumann
Cynthia Linn Robson
Eric Yetter

Absent: Emily Meyerson

Staff: Amy Tweeten, City Planner
Lisa Denoyer, Administrative Assistant

Others Present: David Marvin, Stafford's Hospitality and DMSS Housing
Alexa Oldman, 1615 Standish Avenue

Upon motion and support, minutes of the January 19, 2017 meeting were approved.

**Public Hearing on Amendments of Sections 201, 603, 702,
2901, 2902, 3001 and 3002 of the Zoning Ordinance**

Staff provided an overview of the proposed changes and the City Attorney's suggested revisions.

Commissioners then discussed; whether or not the ordinance had a definition of a bedroom, ingress and egress requirements, difficulty of enforcing requirements on rentals, possible licensing requirement, inspection requirements and the possibility of regulating boarding houses the same as vacation rentals.

At this time the meeting was opened for public comment.

City staff explained to the public that the reason the Commission was discussing changes regarding boarding houses was to address the need for seasonal workforce housing.

David Marvin, Stafford's Hospitality and DMSS Housing, explained that they own properties that are rented to seasonal employees and year-round employees. Stafford's has 250 year-round employees and as many as 450 employees during the summer months. Both businesses work with Petoskey Public Safety to ensure that they meet the requirements and safety standards and as a requirement by their insurance company their rental units are inspected every couple of years.

Mr. Marvin also commented that there are many rentals available in Northern Michigan but many are too expensive or unsafe. DMSS Housing recently purchased two houses that were also previously used as rentals and that combined the two homes had 10 occupants. Per the existing ordinance they are only permitted a maximum of seven unrelated occupants due to restrictions based on lot size.

Commissioner Andrews asked if there was any indication who else would make use of a boarding house. Mr. Marvin responded that there are many downtown retailers and hospitality businesses in the area that would benefit.

Commissioner Greenwell commented that the Moyer Hotel would be an ideal location for a boarding house. Mr. Marvin stated that he agreed but that renovation costs were estimated at over \$1M.

Commissioner Robson asked Mr. Marvin what they do with their rentals in the winter months. Mr. Marvin replied that every year they plan to drain the lines and shut them down but every year they seem to have an employee or two that needs a place to stay and end up keeping them up and running all year round.

Commissioner Yetter asked why there was such difficulty in finding properties that would work as boarding houses and Mr. Marvin replied that most of them are single family residences and boarding houses are not permitted in that district.

At this time the public hearing was closed.

Commissioner Neumann commented that he did not feel comfortable sending the ordinance changes to City Council and that he would like to spend more time on what square footages should be used.

Commissioner Braddock agreed with Commissioner Neumann and Commissioner Robson commented that she would like to look at other cities requirements that were previously given as examples by staff.

Commissioners discussed the need to determine the best way to calculate the required square footage per roomer and asked staff to review the International Property Maintenance Code for suggested calculations and to check with Public Safety to see if the fire code could offer any recommendations.

Staff commented that she believes that Public Safety may use the International Fire Code to determine maximum capacity of a building as she has not found any numbers referenced in the IPMC and that she would verify with both sources and report back to the Commission.

A motion was then made by Commissioner Robson, with support from Commissioner Burns, to postpone action on all ordinance changes to allow for further review.

The motion carried 8-0.

Discussion/Action on Planning Commission Bylaws Updates

Staff informed the Commission that their bylaws currently have a 4-hour per year training requirement for Commissioners and that in the MEDC evaluation of the City's attainment on the Redevelopment Ready Communities best practices, there was a recommendation that the City

implement a consistent process for training participants to share information with those not in attendance.

Staff then made the recommendation to add the following language to the Planning Commission Bylaws training requirement:

Any member who attends training not attended by all Commissioners will provide a summary of the training and how it relates to the functioning of the Commission, to issues being discussed by the Commission, or to issues that should be considered by the Commission. If permission is given, handouts from the training will be shared as well.

Commissioners asked if training was limited to the organizations listed in Section XV and requested that "but not limited to" be added to the language as follows:

"The member shall be ineligible for reappointment at the conclusion of the term of office if they did not attend training, which shall be provided by, but not limited to, one or more of the following organizations"

Commissioners then asked if there were opportunities for advanced training as several of the board members have been to the same training sessions more than once and the discussions are repetitive. Staff will look into what more advanced or customized training could be provided.

A motion was then made by Commissioner Burns, with support from Commissioner Robson, that the recommended Bylaw changes be made.

The motion carried 8-0.

Discussion on Creation of Hospital Zoning District

Staff gave a brief description of the difference between Traverse City's H1 and H2 Districts.

Updates

Staff informed the Commission that the RRC Economic Development Strategic Plan draft document will be reviewed by City Council at their regular meeting on Monday, February 20, 2017.

Staff then discussed the temporary car lot that McLaren Northern Michigan authorized Fletch's of Petoskey to set up on their property on Charlevoix Avenue. Staff contacted the hospital and informed them that they needed to either apply for a temporary use permit or a special condition use.

The meeting then adjourned at 8:50 P.M.

Minutes reviewed and approved by Gary Greenwell, Chairperson