

**City of Howell**  
**Planning Commission**  
**August 15, 2018**  
**611 E. Grand River Avenue**  
**Howell, MI 48843**

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The regular meeting of the Planning Commission was called to order by Chairman Streng at 7:00 p.m.

COMMISSIONERS PRESENT: Paul Streng, Maryanne Vukonich, Mayor Nick Proctor, Jan Lobur, Erin Britten, Robert Spaulding and Jeannette Ambrose.

COMMISSIONERS ABSENT: None.

ALSO PRESENT: Community Development Director Timothy Schmitt and Deputy City Clerk Deanna Robson.

GUESTS: Roger Myers.

**APPROVAL OF MINUTES, JUNE 20, 2018 REGULAR MEETING**

**MOTION by Proctor, SUPPORT by Ambrose, "To approve the June 20, 2018 regular Planning Commission meeting minutes as presented." MOTION CARRIED (7-0).**

**CALL TO THE PUBLIC**

None.

**STAFF REPORT**

Community Development Director Timothy Schmitt stated that the staff report was fairly extensive due to a lot of activity.

Commissioners Ambrose and Spaulding inquired about the McPherson Mansion trees that are being removed, if the property owners will be required to replace them and, if so, what types of trees would be planted. Director Schmitt responded that types of trees not allowed are listed in the City ordinance, but he anticipated that the property owners will probably plant diverse types to increase the chances of long-term survival.

Roger Meyers, 915 N. Michigan Avenue, stated that they only had to remove five trees (four maples and one oak) per the recommendation of their arborist. The arborist will suggest which types of trees to plant, and they anticipate that will include larger deciduous and evergreen trees.

Mayor Proctor stated that he was pleased to see the increased activity in code enforcement. Mr. Schmitt added that the demolition at 816 McPherson is expected to begin the following week.

Mayor Proctor inquired about the previously approved plans for the Soapy Bucket and Mr. Schmitt stated that the property owner is still working out the curb cut details with the Michigan Department of Transportation (MDOT).

Commissioner Lobur asked about the status of Mark's Coney Island. Community Development Director Schmitt responded that the property passed a rough inspection recently and is expected to go through a final inspection in the near future.

Commissioner Lobur also inquired about new developments in Town Commons. Mr. Schmitt replied that the lots will be different than originally proposed, with small lots modified for suburban living, diversifying the lot sizes, and possibly relinquishing construction density to allow for more flexibility in Phase II.

Commissioner Ambrose asked about the removal of the drop off area for the IHA Medical building. Mr. Schmitt responded that the change was made due to the location of the utilities and corresponding costs, but the property will still have a covered drop off space.

### **NEW BUSINESS**

#### **#18-14 – SITE PLAN – 200 THOMPSON STREET – CARRIAGE HOUSE FAÇADE MODIFICATIONS**

Community Development Director Schmitt stated that in the three part request the applicant proposed shutters, an awning over the front door and a paint treatment on the front left of the building. The shutters will be identical to main house and proportionate in size; the awning is consistent for a commercial use, is beneficial for weather purposes, and historically is a removable feature. The paint treatment around windows is temporary but appears out of place from a staff perspective because it causes the façade to look like garage doors and there is no other similar feature on the property.

Roger Myers, 915 N. Michigan Avenue, informed the Commission that the awning was proposed for the benefit of those entering and exiting the building as well as to protect a solid wood door that was just replaced last summer and cannot be warrantied unless an awning is installed. He presented a photo of the rear of the building from the 1920s showing awnings that were installed and are consistent with the historical architecture and overall aesthetic. Mr. Myers noted that the shutters proposed are the appropriate dimension for the windows, are the originals that have been stored in the attic, and are consistent with the main building. He added that the paint treatment was recommended by Lindhout Associates in order to add symmetry. If the request is approved, the property owner will likely install the awning and shutters and test a small area with paint – the area will be painted white if the treatment does not look good.

Discussion followed regarding the proposed paint treatment.

MOTION by Proctor, “To approve the Site Plan application (#18-14) for 200 Thompson Street, parcel id number 4717-36-200-001, to allow shutters to be installed on the right hand windows of the western façade and a 3X3X10 awning over the front door of the McPherson Mansion Carriage House, subject to the following conditions:

1. The applicant shall acquire all necessary building permits prior to the work being done.”

MOTION DIED DUE TO LACK OF SUPPORT.

**MOTION by Lobur, SUPPORT by Spaulding, “To approve the Site Plan application (#18-14) for 200 Thompson Street, parcel id number 4717-36-200-001, to allow shutters to be installed on the right hand windows of the western façade, to allow the proposed paint treatment around the windows on the left of the front façade, and a 3X3X10 awning over the front door of the McPherson Mansion Carriage House, subject to the following conditions:  
1. The applicant shall acquire all necessary building permits prior to the work being done.”  
MOTION CARRIED (6-1). Mayor Proctor opposed.**

**POTENTIAL ORDINANCE CHANGES: FIRST FLOOR USES IN THE DOWNTOWN AND PROPERTY MAINTENANCE CODE**

Community Development Director Schmitt stated that the potential changes were originally part of the 2017 ordinance update, and the Commission chose not to address them at that time.

**A. First Floor Uses in the Downtown**

The Commission discussed the potential change and concurred that there is currently a healthy mix of businesses downtown. The issue will be reconsidered should future concerns arise.

**B. Property Maintenance Code**

At City Council’s direction, staff was directed to prepare to adopt the International Property Maintenance Code (IPMC). Under current code, rental and non-rental properties are being held to different standards. IPMC will be combined with current rental licensing procedures, which will restructure Part 14 of the City code. This will result in one set of property maintenance standards. Staff is moving toward introduction to City Council in September 2018.

Chairman Streng voiced his support; IPMC is the international property maintenance standard, the code can be customized for the City, it provides a stronger footing to enforce property maintenance, as well as many additional advantages to its adoption.

Community Development Director Schmitt also noted that the IPMC also addresses exterior structure conditions at a more in depth level than current City code, commercial structures would also be regulated, and the code can be customized at a local level.

The Planning Commission concurred to recommend to Council to move forward and adopt the IPMC.

Chairman Streng inquired about the adoption of the existing building code and Mr. Schmitt responded that staff is working with the Building Official to present the ordinance to City Council in the near future with language that ensures automatic adoption when the State adopts the current building code.

**LIVINGSTON COUNTY MASTER PLAN REVIEW**

Community Development Director Schmitt stated that link to the Livingston County was included in the Commission packet, contains a good amount of detail and staff has no major concerns.

**MOTION by Spaulding, SUPPORT by Proctor, “To recommend that Livingston County formally adopt the 2018 Livingston County Master Plan.” MOTION CARRIED (7-0).**

**MOTION by Ambrose, SUPPORT by Britten, “To adjourn the meeting at 8:03 p.m.” MOTION CARRIED (7-0).**

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Deanna Robson, Deputy City Clerk