

**CITY OF MASON  
PLANNING COMMISSION MEETING  
MINUTES OF SEPTEMBER 12, 2023**

**CALL TO ORDER**

Sabbadin called the meeting to order at 6:30 p.m. in person at Mason City Hall.

**CONFIRMATION OF MEMBER ATTENDANCE**

		<b>Present</b>	<b>Absent</b>
Commissioner	Bliesener	X	
Council Liaison	Clark	X	
Commissioner	Kirkby	X	
Commissioner	Malczewski	X	
Commissioner	Perrault	X	
Chair	Sabbadin	X	
Vice Chair	Waxman	X	
Commissioner	Wood	X	
Secretary	Wren	X	

Also present: Elizabeth Hude, AICP, Community Development Director

**PUBLIC COMMENT**

None.

**APPROVAL OF MINUTES**

MOTION by Waxman, second by Wren, to approve the Planning Commission Meeting minutes from August 15, 2023.

**DISCUSSION:**

Clark proposed to amend the minutes in regard to Commissioner Wren’s request to abstain from the vote on Resolution 2023-07, to include “Council member Clark noted that in consultation with the mayor and city attorney, and based on the nature of the business before the commission, no conflict existed for Commissioner Wren”.

Additional amendments: Waxman proposed to add “MOTION by Waxman second by Clark” to New Business, Resolution 2023-08. Clark proposed a correction to “Merindorf’s Meats to Mert’s Meats in the New Business, B., Informal Discussion: Larry Judge, 240 N. Okemos, Okemos MI.

MOTION by Waxman, second by Clark, to approve the amended the Planning Commission Meeting minutes from August 15, 2023.

**VOTE**

Yes (9) Bliesner, Clark, Kirkby, Malczewski, Perrault, Sabbadin, Waxman, Wood, Wren

No (0)

Absent (0)

**MOTION PASSED**

**PUBLIC HEARING**

- A. Resolution 2023-10 Request from Meijer, Inc. for concurrent approval of a Special Use Permit, Preliminary and Final Site Plan for the 544 s.f. expansion of the Gas Station and Convenience Store to expand the number of bathrooms on property located at 550 Hull Rd., Mason MI, parcel number 33-19-10-17-200-027.

Presentation by applicant: Craig Armstrong of Elevatus Architecture, 111 E Wayne St, Suite 555, Fort Wayne IN, 46802. "About a year ago we asked for a similar motion for the Pharmacy and Store renovation and as part of the conditional approval there was a need to add additional sidewalks to the public ways. Meijer would like to renovate the Gas Station and Convenience Store to expand the quantity of bathrooms that are currently available. This project will include all of the sidewalks that were part of the conditional permit on the site plan".

***Chair Sabbadin OPENED the public hearing at 6:38 p.m.***

**PUBLIC COMMENT**

None.

***Chair Sabbadin CLOSED the public hearing at 6:39 p.m.***

MOTION by Waxman second by Clark, to approve Resolution 2023-10.

**DISCUSSION**

Clark inquired if a SUP is required today for them to do business. Director Hude explained that this is an amendment to the current SUP. Clark asked if the PC would have to review the addition of any light poles. Director Hude explained that under the Site Plan Review, if there are changes to the site plan, the ordinance is written to allow staff to administratively approve minor adjustments.

Clark asked if the parking waiver for the remodel of the Pharmacy and Store was only for the remodel. Hude explained that the parking plan was approved when Meijer first opened. Meijer inadvertently made a change and removed an entire section of the parking lot. At the last Site Plan Review, we leaned on the Section of Ordinance that allowed them a waiver to hold area in reserve and show on site plan as a reserve area.

**VOTE**

Yes (9) Bliesner, Clark, Kirkby, Malczewski, Perrault, Sabbadin, Waxman, Wood, Wren

No (0)

Absent (0)

**MOTION PASSED**

- B. Resolution 2023-11 Planning Commission adoption of the City of Mason 20-Year Master Plan September 2023 with a recommendation for final adoption by City Council.

***Chair Sabbadin OPENED the public hearing at 6:50 p.m.***

PUBLIC COMMENT:

None.

***Chair Sabbadin CLOSED the public hearing at 6:51 p.m.***

MOTION by Waxman, second by Clark, to approve Res. 2023-11.

DISCUSSION:

Commissioner Waxman commended city staff, consultants, and city council, for their hard work on the Master Plan. He noted that the Master Plan has a lack of language regarding Diversity, Equity, and Inclusion which would fall in line with the resolution passed in 2020 reaffirming the commitment. He stated that there were very little substantive changes and only a throw away reference to diversity. He stated that this plan reflects where we are now, not where we are looking to go and in some ways looks backwards. He stated, In general, a good plan, but there is a lot of room for improvement and in a lot of ways we could have been more mindful of the 30% of respondents. Sabbadin commented that there was ample opportunity for input over the last two years. Waxman responded that he provided input through the appropriate channels and was reviewed but was decided to not be important.

VOTE

Yes (9) Bliesner, Clark, Kirkby, Malczewski, Perrault, Sabbadin, Waxman, Wood, Wren

No (0)

Absent (0)

MOTION PASSED

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

- A. Resolution 2023-12: Request from CorrChoice for concurrent approval of a Preliminary and Final Site Plan for the 4,500 s.f. expansion of manufacturing facility to include a rail spur cover on property located on 700 Eden Rd., Mason MI, parcel number 33-19-10-16-400-026.

DISCUSSION

None.

MOTION by Waxman, second by Clark, to approve Resolution 2023-12.

VOTE

Yes (9) Bliesner, Clark, Kirkby, Malczewski, Perrault, Sabbadin, Waxman, Wood, Wren

No (0)

Absent (0)

MOTION PASSED

- B. Resolution 2023-13: Concurrent approval of a preliminary and final site plan for public improvements on property owned by the City of Mason at 213 N. Jefferson St. to include ADA compliant restrooms, drinking fountain, and nine parking spaces.

MOTION by Waxman, second by Clark, to approve Resolution 2023-13.

**DISCUSSION**

Commissioner Kirkby inquired if Resolution 2023-13 included a dog fountain. Director Hude confirmed that it does include a dog fountain.

**VOTE**

Yes (9) Bliesner, Clark, Kirkby, Malczewski, Perrault, Sabbadin, Waxman, Wood, Wren

No (0)

Absent (0)

MOTION PASSED

- C. Resolution 2023-14: Amendment to the 2023-2029 Capital Improvement Plan adopted by City Council.

MOTION by Waxman, second by Malczewski, to approve Resolution 2023-14.

**DISCUSSION**

None.

**VOTE**

Yes (9) Bliesner, Clark, Kirkby, Malczewski, Perrault, Sabbadin, Waxman, Wood, Wren

No (0)

Absent (0)

MOTION PASSED

- D. Receipt of Rules of Order revised by City Council August 7, 2023.

**LIAISON REPORT**

Council Liaison Clark provided a summary of business from the Council meeting on September 5, 2023. Authorized contract for repairs on Hayhoe Riverwalk, sidewalk over US-127, Hayhoe Riverwalk trailhead restroom, approved election equipment required due to early voting laws with the total amount not to exceed \$7,000. There was a Resolution authorizing grant amendments for some grant monies to be moved around.

City Manager's Report dated September 1, 2023. Sabbadin thanked Commissioner Clark for putting on a great event for 9/11 ceremony at the fire station. It was well attended and very well done.

**ADJOURN**

The meeting adjourned at approximately 7:10 p.m.



Megan Wren, Secretary