

**CITY OF MASON
PLANNING COMMISSION SPECIAL MEETING
MINUTES OF OCTOBER 27**

Sabbadin called the meeting to order at 6:30 p.m. at 201 West Ash Street, Mason MI, via Zoom Teleconference.

Roll Call		Present	Absent	Location
Treasurer	Barna	x		Mason, Michigan
Commissioner	Droscha		x	Notice given
Commissioner	Howe	x		Mason, Michigan
Commissioner	Perrault	x		Mason, Michigan
Chairman	Sabbadin	x		Mason, Michigan
Commissioner	Shattuck		x	Notice given
Commissioner	Vercher	x		Mason, Michigan
Vice-Chair	Waxman	x		Mason, Michigan
Commissioner	Wren	x		Mason, Michigan

Also Present: Elizabeth A. Hude, AICP, Community Development Director, Mason, Michigan, Marcia Holmes, Administrative Assistant, Community Development

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

MOTION by Vercher second by Waxman, to approve the Planning Commission meeting minutes from October 13, 2020.

Yes (7) Barna, Howe, Perrault, Sabbadin, Vercher, Waxman, Wren

No (0)

Absent (2) Droscha, Shattuck

MOTION PASSED

UNFINISHED BUSINESS

A. City Council Resolution 2020-27 recognizing the Mason Planning Commission's 75th Anniversary
 Director Hude noted the copy of the Resolution that City Council approved was in their packets which honored the Planning Commissioners' service and their 75 years and it recognized October as National Planning month.

B. Masterplan and CIP update from staff.

Director Hude is working on the draft scope of the Masterplan. City Council approved the Capital Improvement Program at their last meeting so she is moving ahead to issue a Request for Proposal (RFP) and get the Masterplan started. She is hoping to present a scope for the Planning Commission by the next

month so it can be presented to City Council so everyone can see what is being expected from the proposed team. The plan is to bring the Planning Commission and City Council together early and frequently throughout the process with the selected team so that in the end everyone is on board and the plan can be adopted quickly.

NEW BUSINESS

- A. Resolution 2020-07: Scott Bell, AICP, Lapham Associates on behalf of Paul Davis Corporation, has requested an amendment to a previously approved Final Site Plan for new construction of a building to reduce the footprint to 22,000 sq. ft. from the originally proposed 27,000 sq. ft. The building is located at 1155 Temple St., parcel 33-19-10-09-400-012, City of Mason, in Ingham Co.

Sabbadin asked if Scott Bell wanted to share anything. Scott Bell, Lapham Associates, noted that based on cost estimates from Paul Davis Restoration's initial budget, the project needed to be downsized to make it more affordable. The building square footage has been downsized which requires less parking spaces so the site plan has been updated to reflect that. The building layout is staying the same with the exception of being 5000 square feet smaller which is coming out of the warehouse space. The number of parking spaces went from 91 down to 74 and deferred parking went from 28 to 20 spaces. Their application is complete and they would like to get the project moving before winter comes.

Director Hude reminded the Commissioners that there had been conditions placed on the previously approved site plan. Staff met with the applicant, discussed the conditions, and that all of the conditions appear to have been met in the current application.

Commissioner Howe disclosed that his employer may have a financial benefit to the approval of this Resolution, but he personally, does not, so he will vote.

MOTION by Waxman second by Howe, to approve Resolution 2020-07.

Yes (7) Barna, Howe, Perrault, Sabbadin, Vercher, Waxman, Wren

No (0)

Absent (2) Droscha, Shattuck

MOTION PASSED

- B. Electronic Meetings – New procedures adopted by City Council October 19, 2020

Director Hude noted that City Council adopted the new procedures and for consistency directed that they apply for all Board and Commission meetings. They may change at the beginning of next year but this will apply through the end of this year. Sabaddin asked if it goes through the end of 2021. Waxman stated that they have to be reevaluated at the beginning of 2021 as you can only hold virtual meetings if one of three conditions is met.

LIAISON REPORT

Sabaddin noted the City Manager's report in the packet.

ADJOURN

The meeting adjourned at approximately 6:42 p.m.

Anne Klein Barna, Secretary