



City of Fraser

Building & Code Enforcement Department

AGENDA

**CITY OF FRASER PLANNING COMMISSION – (VIRTUAL MEETING)
MUNICIPAL BUILDING ~ 33000 GARFIELD ~ PHONE: 586-293-3100
WEDNESDAY, JANUARY 6, 2021 at 7:00pm**

1. Call Meeting to Order/Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Chairperson's Opening Remarks
5. Approval of Minutes: December 14, 2020
6. Public Hearings: None
7. New Business:
 - A. Elect Planning Commission Officers
 - B. Discussion of the City's Marijuana Regulations
8. Unfinished Business:
 - A. City of Fraser Master Plan
 - i. Draft Master Plan
 - ii. Capital Projects Discussion
9. Public Communications on Non-Agenda Items
10. Zoning Board of Appeals Member Liaison Report
11. Commissioners' Comments and Items of Interest / Concerns
12. Adjournment



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NOTICE OF ELECTRONIC PUBLIC MEETING

The Michigan Department of Health and Human Services issued an order on December 21, 2020, that prohibits indoor gatherings at non-residential venues, and the Michigan Department of Labor and Economic Opportunity issued emergency rules on October 14, 2020 regarding remote work by employees when feasible. In addition, the City of Fraser has declared a local state of emergency, due to the ongoing COVID-19 pandemic. To ensure against violating the indoor gathering prohibition, and in the interest of achieving the goal expressed in the MDHHS order and the MDLEO rules to protect the public health, particularly during a local state of emergency, the Fraser Planning Commission will meet electronically on January 6, 2021 in accordance with the Open Meetings Act, as amended on December 22, 2020, using Zoom for videoconferencing and public access.

This notice is required to ensure that those wishing to observe and/or participate in the meeting have the opportunity to do so. The public can participate via the Zoom application, internet access via the Zoom website, and/or via telephone using the Zoom telephone number and meeting ID. The public will be able to hear Planning Commission members and will be permitted to speak for up to five minutes during the public participation portion(s) of the agenda. Please note that callers/viewers will automatically be muted, and must remain muted until called upon to speak by the Chair. Written comments will be accepted prior to the date and time (no later than 4:30pm on the day of the meeting) by the Building Department at zoning@micityoffraser.com, which is the method by which members of the public may contact members of the public body to provide input or ask questions on any business that will come before the public body at the meeting. Public Hearing comments will be heard during any Public Hearing that is conducted during the meeting, and other comments will be heard or reviewed during public participation. In the event of a change in the status of statewide or local states of emergency, the Planning Commission meeting may be changed from a remote meeting to a live in-person meeting to be held at Fraser City Hall, 33000 Garfield Road, Fraser, MI 48026, on the same date and at the same time. The City will post notice of any change in method of conducting the meeting from a remote meeting to an in-person live meeting, and/or any change in the meeting place for this meeting, to the City's website at www.ci.fraser.mi.us. Interested parties should periodically check for such changes or contact the City Clerk's Office at (586) 293-3100.

The City of Fraser thanks all of you for your understanding and support as we all attempt to navigate these challenging times together.

City of Fraser Administration

December 2020

ZOOM MEETING DETAILS

Topic: Fraser Planning Commission - January 6, 2021
Time: Jan 6, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84668658186>

Meeting ID: 846 6865 8186

Passcode: 214616

One tap mobile

+13017158592,,84668658186# US (Washington D.C)

+13126266799,,84668658186# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 846 6865 8186

Find your local number: <https://us02web.zoom.us/u/kdmAxP3EoF>

**CITY OF FRASER PLANNING COMMISSION SPECIAL MEETING
MUNICIPAL BUILDING ~ 33000 GARFIELD ROAD
Monday, December 14, 2020
MINUTES DRAFT**

PRESENT: CHAIRPERSON: CZARNECKI, MEMBERS: BARR, FARINA, KEIL, WARUNEK, PERRY, COOK

EXCUSED ABSENCE: NONE.

ALSO PRESENT: CLARK ANDREWS, CITY ATTORNEY
ALYSSA ALBRIGHT, CITY ATTORNEY
DYLAN CHURCH, CITY ATTORNEY
SARAH TRAXLER, McKENNA
DANIELLE BOUCHARD, McKENNA

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE:

Chairwoman Czarnecki called the meeting to order at 7:00 PM

2. ROLL CALL:

Members: Barr	Present (participating from Macomb County, City of Fraser, Michigan)
Cook	Present (participating from Macomb County, City of Fraser, Michigan)
Czarnecki	Present (participating from Macomb County, City of Fraser, Michigan)
Farina	Present (participating from Macomb County, City of Fraser, Michigan)
Keil	Present (participating from Macomb County, City of Fraser, Michigan)
Perry	Present (participating from Macomb County, City of Fraser, Michigan)
Warunek	Present (participating from Macomb County, City of Fraser, Michigan)

3. APPROVAL OF AGENDA ~ Regular meeting of December 14th, 2020:

Motion by Member: KEIL **Support by Member:** FARINA

To: Approve the agenda of December 14, 2020 as presented.

AYES 7

NAYS 0

MOTION CARRIED

4. CHAIRPERSON'S OPENING REMARKS:

Chairwoman CZARNECKI read the formal statement relative to the powers of the Planning Commission and the facts and conditions for granting site plan approval. Chairwoman CZARNECKI read the formal statement relative to virtual public meetings and remote participation.

5. APPROVAL OF MINUTES December 2nd, 2020:

Motion by Member: KEIL **Supported by Member:** WARUNEK

To: Approve the minutes of the December 2, 2020 as presented.

AYES 6 (Commissioner Perry abstained from the vote)

NAYS 0

MOTION CARRIED

6. PUBLIC HEARINGS: None.

7. NEW BUSINESS:

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A. None.

8. UNFINISHED BUSINESS:

A. City of Fraser Master Plan

DISCUSSION: BOUCHARD began the discussion by recapping the Master Plan small group meeting discussion that occurred on Friday, December 11th. The highlights of the small group meeting include:

- Future Land Use Plan discussion, specifically the CBD boundary
- A review of the new content of the most recent draft
- General Planning Commissioner feedback on the current draft content

BOUCHARD continued the discussion by explaining in greater detail the new sections of the Master Plan that have been added since the last draft distributed earlier in December. The two new sections added to the Plan include an updated Implementation Plan that outlines specific project priorities, partnerships, and timelines as well as an in-depth funding programs matrix that outlines specific grant and partnership opportunities that will help to accomplish various projects related to achieving the Master Plan goals.

BOUCHARD introduced to the group the CBD Core and CBD Fringe future land use designations to determine possible extensions of the designations to the south side of Klein and the east side of Garfield. WARUNEK agreed the extension of the CBD designations would be beneficial to the City to help attract new investment in the Downtown such as live/work developments or other flexible development. COOK asked McKenna to explain the definition of CBD Fringe. TRAXLER noted that CBD Fringe is designated as the area immediately surrounding the CBD Core (Downtown) that is likely to accommodate developments with larger lots, while still applying high-quality design elements. This area is planned to be walkable and bikeable and offers a seamless transition into Downtown Fraser. The purpose of the CBD Fringe is to enable the development of a multi-use traditional downtown in the CBD. The CBD Fringe is planned to be an area with a mix of single uses and single-story buildings with special attention to physical form.

FARINA questioned if an expanded number of rental properties within the CBD Core and CBD Fringe will cause surrounding properties to devalue over time. TRAXLER noted that studies have shown that as long as the surrounding environment of the rental property area is maintained as high-quality and desirable, property values for existing development will not be affected. PERRY questioned if there are vacant properties within the planned CBD Core and CBD Fringe. TRAXLER noted that most of the properties are occupied, but the Master Plan provides guidance for the evolution of the physical character of these areas.

BARR noted that the brownstone developments in the City had a hard time selling and that the Commission should consider this when planning for “missing middle” housing in the Master Plan. TRAXLER responded that fact will be taken into account moving forward.

TRAXLER showed the group 3-D images of the planned CBD area that were created as a part of the previous Master Plan process. Commissioners agreed the images should be included in the updated Plan.

BOUCHARD described the Transitional Residential Future Land Use designation and the proposed new zoning district to accommodate “missing middle” type housing for this category. BOUCHARD noted that the Master Plan calls for a designation of Transitional Residential surrounded by existing multi-family development along Mulvey Road and Orchard Road, just south of the Hockeyland Arena. CZARNECKI noted that the existing residents may express dissatisfaction with planning for higher density in that area. TRAXLER responded that McKenna will support the City in obtaining resident feedback on this designation for that area if needed. BOUCHARD noted that the current RM zoning allows for two-family residential dwellings as a permitted use, so Transitional Residential designation is not likely to have vastly different results than allowable existing development.

BOUCHARD asked the Commissioners to note any elements they think may be missing from the Master Plan. KEIL and FARINA noted that special attention should be paid to the requirement of sidewalks for every development. FARINA questioned if there is data that explains the number of parks in the City per capita.

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TRAXLER responded that the City's Parks and Recreation Plan includes this information and will be included in the Master Plan for reference.

TRAXLER discussed the remaining Master Plan elements McKenna is planning to work on before the January 2021 Planning Commission Meeting:

- Expanded Community Survey summary results
- Future Land Use map revisions and designation descriptions with density caps and explanations
- Additional Zoning Plan recommendations
- Additional information pertaining to the CBD Core and Fringe Section
- Develop the Executive Summary
- General style and grammar edits
- Begin conversations and establish partnerships with regional road agencies

TRAXLER ended the discussion by describing the project schedule moving forward.

9. PUBLIC COMMUNICATIONS ON NON-AGENDA ITEMS:

DISCUSSION: None.

10. ZONING BOARD OF APPEALS MEMBER LIASION REPORT:

DISCUSSION: FARINA noted that the ZBA held a meeting on Thursday, December 3, 2020. The topic of discussion at the meeting was to recommend to City Council the re-appointment of several ZBA Board Members for another term.

11. COMMISSIONERS' COMMENTS AND ITEMS OF INTEREST / CONCERNS:

Member Barr:	Wished the group a Merry Christmas and to stay safe during the holidays.
Member Cook:	Wished the group Merry Christmas, Happy New Year, and to be safe during the holidays.
Member Czarnecki:	Inquired about the tentative items for the January 2021 Meeting Agenda.
Member Perry:	Merry Christmas and hope to see everyone next year in person for meetings.
Member Farina:	Glad Commissioner Cook is feeling better and wishes the group a Merry Christmas.
Member Kiel:	Congratulated McKenna on their work on the Master Plan and wished the group a Merry Christmas and to stay safe during the holidays.
Member Warunek:	Wished the group a Merry Christmas and Happy New Year and noted that purchasing a wifi extender for meetings has helped with not losing remote connection.
McKenna:	The January 2021 Meeting will include an update on marijuana regulations and the Master Plan update. The February 2021 Meeting discussion will include a site plan review for Hockeyland.
City Attorney:	Wished the group a Merry Christmas and happy holidays.

12. ADJOURNMENT:

Motion by Member: FARINA **Support by Member:** KEIL

To: ADJOURN THE MEETING OF December 14, 2020, 8:38 PM

AYES 7

NAYS 0

MOTION CARRIED

Audience members: None.