



## **PLANNING COMMISSION REGULAR MEETING**

### **MINUTES**

**Tuesday April 19, 2022 – 5:30 PM**

**ZOOM Meeting**

1. **CALL TO ORDER** - Dean O'Donnell called the meeting to order at 5:32 pm.
2. **PLANNING COMMISSION ROLL CALL** – Present – Kevin Hills, Elaine DeGeorge, Gina Aldritsh, Michelle Warden, Dean O'Donnell, & Kevin Cameron.
3. **DECLARATIONS OF CONFLICT OF INTEREST AND EX-PARTE CONTACT** – None
4. **ANNOUNCEMENTS** - None
5. **APPROVAL OF MINUTES** – March 15, 2022 – Planning Commission Meeting Regular Meeting. Kevin Hills made a motion to approve the Minutes of the March 15, 2022 Planning Commission Meeting, seconded by Gina Audritsh. Elaine DeGeorge pointed out that the roll call says “Paul” O'Donnell instead of “Dean” O'Donnell. The Minutes will be corrected.
6. **UNFINISHED BUSINESS** - None
7. **NEW BUSINESS**
  - a. Review of Chapter 2 – Mcrae reviewed some of the highlights from the discussion of Chapter 1 of the Detroit Development Code from March 15, 2022.
    1. Permitting Accessory Dwelling – The committee agreed they do want language permitting accessory dwelling units.
    2. Permitting Accessory Buildings – The committee agreed they do want language permitting accessory buildings. Permits would be required for anything over 200 sq. ft.
    3. The TAC committee also recommended they discuss maximum lot coverage. Mcrae said they will discuss that further in Chapter 3.

Chapter 2 of the Development Code included Section 2.3.7 Detroit Avenue Corridor Design Standards. She proposes moving this into Chapter 3: Development Standards and gather feedback from the community through community outreach and engagement.

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Below is a list of questions that were reviewed:

1. Is it okay for us to make formatting changes (e.g., standardizing font styles, numbering, etc.) – There were no objections.
2. Do you want Chapter 4.8 (code interpretations) to govern this process? It was agreed the staff should be able to approve Type I applications in order to keep the process moving.
3. Do you want duplexes to be permitted use in single family residential zone?  
Yes
4. Do you want this level of nuance? (i.e., guest house [without kitchen] is different than tiny home or accessory dwelling). No. As long as development standards are met.
5. Do you want home occupations to be a conditional use, or would you prefer to have home occupations be a Type I or II procedure instead? It was decided to make it a Type I procedure if it meets our current development standards and the decision can be made by the City Recorder. If it doesn't fit our criteria and goes above and beyond our development code it would then go before the Planning Commission.
6. Do you want B&Bs to be a conditional use, or would you prefer them to be Type I or II procedures instead? B&Bs will be eliminated as a conditional use in the Residential Zone but there should be a process in place to inform owners of the expectations. It would not be necessary to go before the Planning Commission.
7. Are the setbacks sufficient? Any concern? It was decided to leave the setbacks as they are with no changes.
8. Do you want garages setback further, and does it matter if it's attached or not? It was agreed to leave the setback at 20' for attached and detached garages.
9. Consider removing to encourage wildfire hardening? Page 8 and Page 10, with reference to wood siding for manufactured homes/tiny homes? It was suggested to remove language about wood siding being a "superior" product and add language in support of fire hardening products that may also qualify for incentives. It was also mentioned that the County no longer requires additional snow load for manufactured homes. It remains at 30 pounds. Mcrae will look into this further as additional snow load is still required for stick-built homes.
10. Is there anything you do want to prohibit concerning manufactured homes? Nothing additional was discussed.
11. Does this make sense?
  - a. Original Language Buffering. A minimum four-foot hedge or fence may be required to buffer a detached accessory dwelling from dwellings on adjacent lots, when buffering is necessary for the privacy and enjoyment of yard areas by either the occupants or adjacent residents.
  - b. Proposed Language: A minimum four-foot hedge or fence shall be required to buffer a detached accessory dwelling from dwellings on adjacent lots.

It was decided to remove the language completely and leave it up to the residents whether to build a buffer or not.

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12. There's no definition for "boarding houses" – any reason to have this language? It was agreed to remove this language.
13. Related to rear and side yard setbacks: "all other structures" here implies everything except single-family (so included accessory dwellings & structures, which is different from single family R zone). Is this what you want? It was agreed to make the setback the same (5' on sides and back and 15' in front).
14. All residential building CG requires a conditional use, is this what we want? It was decided to keep the residential building in the CG Zone a conditional use for now with the possibility of extending the sunset building clause in 2025.
15. In the CG zone there is no minimum setback requirements – is this what we want? It was decided to have a 5' setback on sides and back of CG zone with no setback in the front.
16. If you are building in the CG zone abutting an RS zone you need a 6' wall or fence. Do we want to keep? Yes, and Mcrae will check on the County code as it may be 7' at the county level.
17. IC zone: We don't have any properties zoned for this in the City. Do we want to keep this in our Code or move the conditional uses listed here into the CG zone? It was recommended to eliminate the IC zone and move the uses to a conditional use in the CG zone.
18. Do you want a minimum setback for Public Zone? No

There was discussion about cleaning up our zoning map. We will need to keep the CG Zones that we have to be in compliance with the County.

Gina Audritsh mentioned that there is still a lot of burnt street signs throughout town and Kelly Galbraith said they are still working with FEMA to replace signs and paint speedbumps, etc. A letter will go out to residents soon in regards to lots that haven't been cleaned up. They are working with Oliver Layman to get the old sign taken down across from the Korner Post. They would like the contractor signs to come down also. Dean O'Donnell will be putting up banners along the main street corridor along with hanging baskets again before the fishing derby. There was some discussion about the metal street lights and what they would look like on main street. Elaine DeGeorge has been looking into getting the name of the City changed. The Secretary of State says it is an initiative and would require a referral from the City Council to get it on the November ballot. Elaine will call Bill Burgess to find out the deadline to apply.

- b. Planning and discussion for community outreach regarding downtown corridor theme/design standards. – The Council suggested at the last meeting that Sarah Allaben do some community outreach around development standards and a theme for the downtown corridor. It was decided to wait until June or July after Chapter 3 of the Development Code has been reviewed to have a joint meeting/work session with the Council. The focus of the meeting would just be the downtown corridor. Mcrae has concerns that the community is not properly informed about the resources available such as the fire hardening and energy grants. Kevin Cameron pointed out that there are a couple of town halls scheduled in May. The County is

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having a septic training meeting and Garrett Olson is planning a town hall. We could provide flyers at these meetings.

**ADJOURNMENT** – Kevin Hills made a motion to adjourn, seconded by Elaine DeGeorge, all in favor, meeting adjourned at 7:29.

Signed:

Attest:

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Dean O'Donnell, Vice-Chairman

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Kelly Galbraith, City Recorder