

**CITY OF INKSTER
PLANNING COMMISSION
MINUTES**

A regular meeting was held on **Monday, March 14, 2016**, in the Inkster City Council Chambers, located at 26215 Trowbridge, Inkster, Michigan.

A quorum was reached. Chairman Wooten called the meeting to order at 6:00 p.m.

I. ROLL CALL

Present: Chairman Wooten, Vice Chairman Brown and Secretary Garrett and Commissioners Davis, Hendricks, Nolen, Thomas and Wells

Absent: Secretary Walton

Others in attendance: Mark Stuhldreher, Treasurer/Interim City Manager
M. Jeannie Fields, Community Development Manager
Patrick Wimberly, Applicant – 27332 Michigan
Ron Boji – Huck and Michigan Ave
Mike Leinweber – Huck and Michigan Ave
John Clark – 315 Inkster Road
Mark Gannon – 315 Inkster Road
Emmett Gibson – 28661 Michigan
Mayor Pro Tem Timothy Williams
Councilman Clarence Oden, Jr.
Councilwoman Sandra Watley

Public in attendance: Yvette Brock, Travis Copenhaver, Erick Ellis, Ruth E. Williams, Owner and parent from Paradise Preschool (314 Inkster Road) and others (did not sign in).

II. ADOPTION OF AGENDA

MOVED by Brown, Seconded by Garrett to adopt the agenda with the addition of a presentation from the planner as Item III. A. **MOTION CARRIED unanimously.**

III. ADOPTION OF MINUTES OF January 11, 2016

MOVED by Hendricks, Seconded by Brown to adopt the minutes of January 11, 2016. **MOTION CARRIED unanimously.**

A. Presentation of Cases by Paul Lippens, City Planner (McKenna Associates)

Remarks were as follows:

- Legal use in Michigan. It is perceived to have an economic benefit to the City. This use is in line with the Master Plan.
- There are four actions that can occur for the cases being reviewed during the meeting:
 1. Approval
 2. Approve with conditions
 3. Table
 4. Denial.

- Site Plans need to be as complete as possible when going to the Planning Commission and time frames should be included on conditions identified in the letters.
- There are many cases on the agenda due to the city accepting grow and dispensary applications at the same time.
- Looking at two cases today where parking is an issue in the Town Center District. The Planning Commission can reduce the required amount of parking. One other case has a parking issue and it will be discussed during that case.

Questions:

- Are we looking for parking to be in compliance for the whole strip center or just the business? The entire strip center.
- What happens if conditions are not met that are imposed? The conditional approval is voided and the applicant comes back to the Planning Commission or the conditions are met.
- There is a shared wall inside a building with Medical Marijuana being disseminated and the other side is non-drugs. Is this an issue? The security plan review may address concerns such as how do we determine if there has to be a secured wall and what is the plan for storage, cameras and security personnel.
- A concern was presented regarding people knocking out the cinder block of a building and getting inside.
- Why was text amendment placed on the agenda before the Special Conditions Use and Site Plan reviews? The text amendment was grouped with the case it is associated with by the date/time stamping.
- What are the air quality standards? Air quality requirements would be a part of all Special Condition Use reviews and will be addressed in the planning letter, but it may be more associated with cultivation facilities. However, there is no requirement in the ordinance. Air scrubbers is a best practice, also ventilation. During a site visit in Ypsilanti for dispensaries, the planner did not notice an odor. This is a fair question for each applicant.

V. PUBLIC HEARINGS

- A. Case #15-31 (SCU)/15-32 (SP) – 27332 Michigan Avenue
Public Hearing to receive public input and review Special Conditions Use requirements and associated review of Site Plan requirements to allow a Medical Marijuana Provisionary Center in the Town Center District (TCD). Patrick Wimberly is the applicant.

MOVED by Nolen, Seconded by Brown to open the public hearing. **MOTION CARRIED unanimously.**

The applicant provided a brief overview and asked for questions. The business is called "Suite B".

- What is happening with Jackson Hewitt? This business is no longer there.
- What is the flow of traffic inside business (via floor plan). There would be two doors and one door would be used. Explanation provided: Door is between customer service area and storage unit. **The door is not on the Site Plan.**
- Air scrubbers with charcoal filters are in place.
- Trash disposal: Two things are needed -- agreement and residential trash. No material will be trash.
- Trash Agreement: Expires 2018. There will not be a problem in obtaining another agreement per the applicant. The applicant has to renew the agreement in 2018 or it will be out of compliance with Site Plan.

Add a note: Must maintain agreement with waste disposal services.

Questions/Concerns:

- How do we control what businesses put in the dumpster? Suggestions provided: None of the applicants plan to put product in the trash. Suggestion was made to perform periodic inspections. **Add a note: No disposal of product would be allowed in trash.** It was suggested that the product will not be thrown away, as it is worth money.
- Hydro Hut uses the side door. Will employees have access to Suite B? No.
- 16 Cameras will be on site.
- Garbage agreement is with the owner of the property, not Cricket Wireless.
- Will the business use high resolution cameras? Yes.
- They will store medical marijuana in a safe room with locks.
- Parking: 12 spaces are required and there are only 10 provided.
 - When a shared parking plan exists, what if the owner changes? What happens to the dumpster agreement if the owner sells the property? The Commission can reduce the required number to 10 spaces so these things would not become an issue.
- 24 Hour security person will be on site.

Public Questions:

- What is the pharmaceutical standard in general? There are no regulations.
- Is there an expiration date for medical marijuana at the FDA? None thus far.
- If there are any changes in state law, they must be followed by the City businesses.

MOVED by Wells, Seconded by Nolen to close the public hearing. **MOTION CARRIED unanimously.**

MOVED by Brown, Seconded by Nolen to approve the Special Conditions Use with the following conditions:

1. The applicant must maintain an agreement for waste disposal services as long as the business is in operation.
2. There will be no local disposal of marijuana medicine.
3. The results of the public hearing are consistent with the findings presented in the Special Conditions Use planning letter.
4. Other City Departments comments are adequately addressed, if any.
5. The Chief of Police approves the security plan and system

MOTION CARRIED unanimously.

MOVED by Nolen, Seconded by Thomas to approve the Site Plan with the following conditions:

1. Reduce the required number of parking spaces to 10.
2. Add the door between the customer service area and storage area to the Site Plan.
3. Concerns and comments of all other City Departments, if any, have been addressed.

MOTION CARRIED unanimously.

B. Case #16-09 (TA) – Huck Court and Michigan Avenue

Public Hearing to receive public input and review proposed Zoning Ordinance Amendment to reduce the similar use buffer for provisioning centers in the B-1, B-2 and B-3 zoning districts from 1,000 feet to 500 feet. Huck Property LLC is the applicant.

MOVED by Wells, Seconded by Brown to open the public hearing. **MOTION CARRIED unanimously.**

Ron Boji – Provided a background of developments in the City. He is the owner of DHS building and proposed medical marijuana facility. He stated that State legislation does not speak to distance between businesses. All business will have to eventually meet State requirements. The proposed project has almost 2 million dollars in investment with job creation.

Questions/Concerns:

- Why not build down the street? No property owned down the street.
- This is a fully taxable building.
- A portion of the building is for medical marijuana. He is looking for additional businesses that compliment it or an eatery. The facility will be built to spec for the tenant.
- Huck St is in disrepair. The applicant has done some repair already.
- Justification for 1,000 ft. buffer when Council approved this already. It was tied to draft legislation and regulated uses such as sex-oriented business or junk yard. 500 ft. buffer for cultivation centers. 1,000 ft. is 2-3 city blocks or 3 football fields (approx.). Buffer is to mitigate negative impacts on the community.
- Approval of the text amendment would not affect the distance between other entities such as a school.
- Since the Planner came up with 1,000 ft. in the beginning, how can the planner now recommend approval of a text amendment? Recommendation was to not pass the ordinance and when Council approved, the administration must enforce the ordinance. It is being recommended to stimulate economic development.
- Applicant:
 - One item has requirement for 1,000 ft. Besides another center, all other is not.
 - Complimented the City on slowing down and regulating the process. The City did not think that anyone thought of two locations in the TCD. Does not agree with change in other districts. TCD is supposed to be walkable. Another applicant and he are similar to McDonald's and Burger King – both will not have the same items.

Public Questions:

- How many jobs are proposed? Full capacity = 25 jobs (full-time/part time); 3,000 ft. Center.
- Resident: Wants distance to stay at 1,000 ft.
- A board has been set up to follow-up on businesses and hiring of Inkster employees.
- What type of retail because a Marketplace was identified previously? Question answered above.
- How many Inkster people have been previously employed? The chairman asked the questions to pertain to the current case.
- Applicant: School requirement is 500 ft. away. All others are 1,000 ft. If he knew today what he knew then, he would have moved DHS closer to Huck Ct. Economic development may be important to the community.

MOVED by Nolen, Seconded by Davis to close the public hearing. **MOTION CARRIED unanimously.**

Additional comments:

- Wooten: Likes buildings built by applicant previously. Likes current and economic impact. Distance mitigates economic impact.
- What distance is building from other site? Applicant - 810 ft. There are no drafts in the State legislation that addresses distance, as it does not with other industries.
- Wells: Other communities do not require 1,000 ft. between centers. Nuisance part has not been realized. Denver contact does not have a requirement and is doing okay – looking at CVS/Walgreen. Reducing it may not really be as big as we thought as it favors change. Does not feel density is an issue.
- Detroit abides by 1,000 ft. rule, but allows variances. Allows 20% adjustment. The Inkster Zoning Board of Appeals denied a variance. There is a high standard of approval for ZBA based on certain criteria.
- Why can't the Planning Commission do 800 ft.? They can. The Planning Commission can look at a percent reduction, however, they would only recommend it in the TCD. Council makes the final decision.
- Applicant: The Planning Commission's recommendation goes a long way.

MOVED by Hendricks, Seconded by Wells to modify the request by 20% to 800 ft.

Roll Call

Wooten – No

Brown – No

Garrett – No

Davis – Yes

Hendricks – Yes

Nolen – No

Thomas – No

Wells – Yes

MOTION FAILED

MOVED by Thomas, Seconded by Nolen to deny the request for a text amendment.

Roll Call

Wooten – Yes

Brown – Yes

Garrett – Yes

Davis – No

Hendricks – No

Nolen – Yes

Thomas – Yes

Wells – No

MOTION CARRIED

- C. Case #15-33 (SCU)/15-34 (SP) – Huck Court and Michigan Avenue
Public Hearing to receive public input and review Special Conditions Use requirements and associated review of Site Plan requirements to allow a Medical Marijuana Provisionary Center in the Town Center District (TCD). M1M Group Inkster, LLC is the Applicant.

MOVED by Wells, Seconded by Brown to open the public hearing. **MOTION CARRIED unanimously.**

Public Questions:

- If it is not permitted to have provisionary centers within 1,000 ft. of one another, why are we looking at this? Final action goes to Council. We must afford the applicant due process.
- Agree with Chairman that we should see how this impacts the City before we act.

MOVED by Thomas, Seconded by Garrett to close the public hearing. **MOTION CARRIED unanimously.**

A suggestion was made to table the Special Conditions Use review. The applicant questioned moving forward with the Special Conditions Use and Site Plan review. It was decided that the review would be considered now due to it being a separate item from the text amendment.

Applicant Overview:

- Increased security component.
- Masonry wall installed from neighboring retail.
- Windows have a film blast in case of bomb.
- Air scrubbers and ventilation.
- If building is 6,000 sq. ft., the parking requirement is fulfilled.
- Fulfills 2-story requirements.
- Security guard will be on site 24/7.
- High resolution cameras will be used.
- M1M Group Inkster, LLC is the Applicant

The planner recommended that a 2nd story building be built based on the ordinance and asked for the floor plans. The applicant responded if tenant wants a 2nd floor building, it can be made such. The planner understood the building can be retro-fitted to be a two-story in the future.

MOVED by Brown, Seconded by Davis to approve the Special Conditions Use with the following conditions (the condition related to approval of a text amendment, per the planner Special Conditions Use letter dated February 29, 2016, was removed):

1. The results of the public hearing are consistent with the findings presented in the planning letter.
2. Other City Departments comments are adequately addressed, if any.
3. A floor plan is provided for the second story of the building.
4. The Chief of Police approves the security plan and system.

MOTION CARRIED unanimously.

The architect/designer explained that the retail use of the building will determine a full build out or ½ build out for the second floor. The planner agreed that the floor plan can be open and the property built to suit the tenant.

MOVED by Hendricks, Seconded by Brown to approve the Site Plan with the following conditions:

1. Floor plans are submitted for the second story and site calculations are updated to be based on a 6000 sq. ft. structure.
2. The City approves the use of the public alley, either by easement or by sale, and lot combination and legal documentation is submitted to the approval of the City.
3. Details of rooftop equipment are provided and shown to be adequately screened from public view.

4. Planning Commission approves a reduction of parking to 19 spaces, subject to a letter being provided that overflow parking can be arranged with MDHS should capacity issues arise.
5. Concerns and comments of all other City Departments, if any, have been addressed.

MOTION CARRIED unanimously.

- D. Case #15-35 (SCU)/15-36 (SP) – 315 Inkster Road
Public Hearing to receive public input and review Special Conditions Use requirements and associated review of Site Plan requirements to allow a Medical Marijuana Provisionary Center in the B-2 Thoroughfare Mixed-Use District. SJ Ink, LLC is the applicant.

MOVED by Wells, Seconded by Thomas to open the public hearing. **MOTION CARRIED unanimously.**

John Clark made an introduction and introduced his architect.

Questions/Concerns:

- How far is the building from day care? 300 ft. or so, per the applicant.
- Limited parking at site: Parking is available at Food Max Plaza (West of CVS).
- How far is the front door from parking? 30/40 ft. Is this a security issue? No, security will be outside when open and inside. Will have high resolution cameras.
- No information was supplied regarding the business that parking is being shared. This works only if the total sum of parking satisfies both businesses.
- The applicant felt the planner should get the information. The planner stated the commission can request additional information related to parking. The applicant stated the building got a variance for parking when the building was built – the paperwork is not available. Per the planner, this can be a condition of approval.
- The wall is an issue at 5 ft. and the ordinance says it should be 6 ft. This was viewed as a non-conforming existing wall by the Planner. The ordinance in effect at that time should be reviewed to determine if the wall was in compliance at that time.

Public Questions:

- Day Care Center owner (314 Inkster Road) has tutoring after school (K-12): 6 weeks – 12 yrs. They are pouring \$250,000 into improvements in the building within the next month. It is State funded and fits Daycare/School/Pre-school per licensing. They are already getting complaints from parents. They received complaints via a letter that was disseminated. They are not certified as a school. Can license be affected if the business opens across the street? Licensing is up in August 2016 – unsure if it has an effect.
- Parent/Attorney of the Day Care Center: Not against Medical Marijuana Centers. Feels it negatively impacts the preschool. Repeated information that the area with dispensaries have a negative impact on the area. Feels that parents would not want this type of business across the street. Question was asked: How does it effect it if a five lane street separates the two and the front doors of the building is locked. Feels people smoking in front of the building will occur and odor will be a problem.
- Parent: Environmental impact (smoke coming out) and kids outside. Not against Medical Marijuana, but it would be exposing kids to environment hazards.
- Resident Couple (lives behind the site and owns other homes they rehabilitated in the area): Cherry Hill Plaza is a high quality area. The presence of a facility will deter people from wanting to rent. Negative impact to other property owners too. They want

the Commission to deny the request. Homes on Sherbourne are affected and their friends are affected on Freida as well.

- Resident: Marijuana affects people and we do not need that in Inkster. Selling drugs in Inkster will increase crime. We need more police officer's first.
- Parent/Attorney: The Planning Commission may want to look at the distance from the Day Care Center before taking action.
- Preschools can be considered a school technically. CVS/Walgreens are different than Medical Marijuana. Cultivation facilities must be 500 ft. from a day care.
- Day Care Owner: They are seeing discouragement already from the parents and could lose funding as a result. Since Inkster Public Schools dissolved, they have done a lot of referrals for Inkster students.
- Sits on the Planning Commission for Commerce Township and he is disturbed by the conversation. It is a greater concern for the distance of a medical marijuana facility from a day care than it is for two facilities next to each other.
- Is there an ordinance regulating the distance of a provisioning center to homes? No.
- Planner: Preschools are regulated differently than schools. He refers to the City Attorney for the legal difference.
- Was there disclosure that the day care is a Pre-School when the Planning Commission reviewed the case (314 Inkster for expansion) previously? This was not an issue.
- The facility should not be open 24 hours.

MOVED by Brown, Seconded by Thomas to close the public hearing. **MOTION CARRIED unanimously.**

MOVED by Nolen, Seconded by Wells to approve the Special Conditions Use with the condition that the Attorney provide a definition of a "school".

Questions: Some Commissioners are interested in an opinion from the Attorney prior to voting on the case. It was noted that the Police Chief had an issue with the site being across the street from a day care (per his letter dated January 26, 2016). Additional concerns included: 1) 6 foot wall and parking verification.

Per the Special Conditions Use planning letter dated March 8, 2016, the following conditions were added to the motion excluding Condition # 1: The results of the public hearing are consistent with the findings presented in this letter, and no specific concerns are raised about proximate to adjacent residential or day care uses:

1. Other City Departments comments are adequately addressed, if any.
2. The Chief of Police approves the security plan and system.
3. All access/easement documentation noted on the site plan is provided and approved administratively by the City Planner.
4. Notes addressing compliance with Inkster Medical Marijuana Provisioning Center requirements are added to a revised site plan, as follows:
 - a. The medical use of marijuana shall comply at all times and in all circumstances with the Michigan Medical Marijuana Act, State of Michigan regulations for the transfer of medical marijuana, and the General Rules of the Michigan Department of Community Health, as they may be amended from time to time.
 - b. Smoking and/or use of medical marijuana shall be prohibited at the provisioning center.
 - c. Growing, cultivating, manufacturing, or processing of medical marijuana is prohibited.

- d. The premises shall be open for inspection upon request by the Building Official the Fire Department and law enforcement officials for compliance with all applicable laws and rules, during the stated hours of operation/use and as such other times as anyone is present on the premises.
- e. Quarterly inspections may be made by the City Official's designee to confirm the provisioning center is operating in accordance with applicable laws including, but not limited to, State Law and City Ordinances.
- f. The center shall maintain a log book and/or database identifying by date the amount of medical marijuana on the premises for each qualifying patient/caregiver, keeping the qualifying patient and caregiver information confidential. This log shall be available to law enforcement personnel to confirm that the medical marijuana provisioning center does not have more medical marijuana than authorized at the location and shall not be used to disclose more information than is reasonably necessary to verify the lawful amount of medical marijuana at the facility. The facility shall maintain the confidentiality of qualifying patients in compliance with the Michigan Medical Marihuana Act, as amended, and applicable State of Michigan rules and regulations.
- g. If the provisioning center ceases operation for a length of time of six months or greater, the special conditions use shall expire.

Roll Call

Wooten – No
Brown – No
Garrett – No

Davis – No
Hendricks – No
Nolen – Yes

Thomas – No
Wells – Yes

MOTION FAILED

MOVED by Hendricks, Seconded by Brown to deny the application based on the following:

- 1. Per Special Conditions Use Criteria # 8 in the planning letter dated March 8, 2016, the proposed development will adversely affect the safety, welfare, morals, character and comfort of the residents as a whole.
- 2. The day care (Paradise Preschool located at 314 Inkster Road) is considered a school.
- 3. Per the Zoning Ordinance, Medical Marijuana Provisionary Centers must not be within a 1,000 foot radius from a school.

MOTION CARRIED (Nays: Davis and Nolen)

The planner recommended tabling of the Site Plan Application until after Council reviews the Special Conditions Use. The applicant voiced his concern for the Planning Commission to review the Site Plan today. The planner suggested that it was a benefit to the applicant to move forward with another project if the Special Conditions Use is not approved. Another recommendation was made to move forward with the Site Plan review. Issues with the Site Plan that were identified include: 1) Parking and overflow use at CVS and 2) Wall height.

Question: Is the Site Plan attached to this use or can it be attached to another use? Another retail use may be able to use this Site Plan. The concern is that the other use may have different requirements. It was suggested that a condition could be placed on the Site Plan and a vote tonight. Additional discussion ensued.

MOVED by Davis, Seconded by Brown to table the Site Plan until the March 28, 2016, Planning Commission meeting. **MOTION CARRIED** (Nays: Garrett and Nolen).

- E. Case #15-37 (SCU)/15-38 (SP) – 28661 Michigan Avenue
Public Hearing to receive public input and review Special Conditions Use requirements and associated review of Site Plan requirements to allow a Medical Marijuana Provisionary Center in the B-3 General Business District. Emmett Gibson, LLC is the applicant.

MOVED by Thomas, Seconded by Brown to open the public hearing. **MOTION CARRIED unanimously.**

- Emmett Gibson introduced himself.

Questions/Concerns:

- The street in that area is busy.
- Parking area – How does a car in the handicap parking spot get back into the street? The parking lot is small. Applicant – They would have to back out into the street. It was stated that this is hazardous if parking is on both sides of the street.
- Applicant: The Nail Salon is leaving. The new parking is the property of the house.
- How do people get in and out of the house? Applicant – The owner of the house wants to turn it into a business. The concern remains.
- Planner: The site is tight. Turning radius information can be provided by the applicant. There is enough room if two spaces are occupied. The Engineer did not provide concerns related to parking. A parking lot could be proposed across the street as well.
- Is the applicant aware of requirements to build a new parking lot? Planner: Yes.
- Based on the size of the site, only one handicap space is required.

Public:

- Medical Marijuana Provisionary License Applicant: She applied for a license. She complained about the application process and the Planning Commission not currently reviewing her application. She was referred to the Interim City Manager.

MOVED by Brown, Seconded by Nolen to close the public hearing. **MOTION CARRIED** (Nay by Garrett).

- The number of required parking spaces on the site is 10 including 1 handicap spot based on the size of the building. A suggestion was made that the Planning Commission needs to look at parking standards in general. When the ordinance review is performed, parking standards will be reviewed at that time.
- Problems with street and storm drainage system was discussed. It was suggested that this is a City issue.

MOVED by Hendricks, Seconded by Thomas to approve the Special Conditions Use with the following conditions:

1. The results of the public hearing are consistent with the findings presented in this letter.
2. Other City Departments comments are adequately addressed, if any.
3. The Chief of Police approves the security plan and system.
4. The new parking area can comply with the City Stormwater requirements.
5. Notes addressing compliance with Inkster Medical Marijuana Provisioning Center requirements are added to a revised site plan, as follows:

- a. The medical use of marijuana shall comply at all times and in all circumstances with the Michigan Medical Marihuana Act, State of Michigan regulations for the transfer of medical marijuana, and the General Rules of the Michigan Department of Community Health, as they may be amended from time to time.
- b. Smoking and/or use of medical marijuana shall be prohibited at the provisioning center.
- c. Growing, cultivating, manufacturing, or processing of medical marijuana is prohibited.
- d. The premises shall be open for inspection upon request by the Building Official the Fire Department and law enforcement officials for compliance with all applicable laws and rules, during the stated hours of operation/use and as such other times as anyone is present on the premises.
- e. Quarterly inspections may be made by the City Official's designee to confirm the provisioning center is operating in accordance with applicable laws including, but not limited to, State Law and City Ordinances.
- f. The center shall maintain a log book and/or database identifying by date the amount of medical marijuana on the premises for each qualifying patient/caregiver, keeping the qualifying patient and caregiver information confidential. This log shall be available to law enforcement personnel to confirm that the medical marijuana provisioning center does not have more medical marijuana than authorized at the location and shall not be used to disclose more information than is reasonably necessary to verify the lawful amount of medical marijuana at the facility. The facility shall maintain the confidentiality of qualifying patients in compliance with the Michigan Medical Marihuana Act, as amended, and applicable State of Michigan rules and regulations.
- g. If the provisioning center ceases operation for a length of time of six months or greater, the special conditions use shall expire.

MOTION CARRIED unanimously.

MOVED by Hendricks, Seconded by Thomas to approve the Site Plan with the following conditions:

1. Provide turning radius calculations.
2. Concerns and comments of all other City Departments, if any, have been addressed.
3. Storm water provision can meets City standards without changing the layout of the site and shall be administratively approved by the City Engineer in consultation with the City Planner.
4. A legally binding shared parking agreement is executed between the parcels; #44 00 80 200 15 003 and #44 00 80 200 15 004.
5. Parcel lines, legal descriptions, and ownership information is included for all sites with improvements noted on the site plan.

MOTION CARRIED unanimously.

V. OLD BUSINESS

There was no old business.

VI. NEW BUSINESS

There was no new business.

VII. MISCELLANEOUS

A. Chairperson Position:

Chairman Wooten is interested in stepping down because he does not feel that he should serve as Chairman of both the Planning Commission and Zoning Board of Appeals (ZBA) in the interest of transparency. An issue may be appealed to the ZBA (ex: interpretation) and his chairing both boards would not be appropriate.

MOVED by Brown, Seconded by Garrett to nominate Hendricks as Chairman. There were no other nominations. Hendricks may be elected to the Charter Commission and if so, he will resign from the Planning Commission. **MOTION CARRIED unanimously.**

B. Site Plans – The reviewed cases had a lot of conditions and they did not appear ready to go to the Planning Commission. Site Plans should be as complete as possible prior to going to the Planning Commission.

C. Pre-Planning Commission Meetings – It was determined that the Planning Commission cannot meet on cases prior to a Planning Commission Meeting but a representative can attend the Development Review Team meetings as was done in the past.

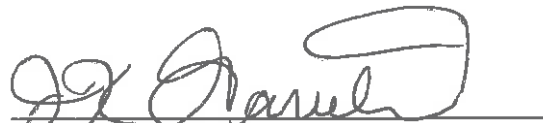
VIII. ADJOURNMENT – 9:50 p.m.

MOVED by Brown, Seconded by Davis to adjourn the Planning Commission meeting held on March 14, 2016. **MOTION CARRIED unanimously.**

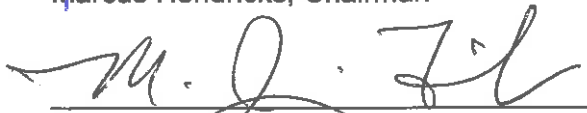
Respectfully submitted,



Marcus Hendricks, Chairman



James Garrett, Secretary



M. Jeannie Fields
Community Development Manager