

**CITY OF GALESBURG
PLANNING AND ZONING BOARD
MEETING MINUTES
JULY 20, 2020
6:00 pm**

This meeting was broadcast on the City's YouTube Channel in accordance with Governor Whitmer's Executive Order due to COVID-19 Pandemic.

Judy Lemon, Chairperson of the Planning and Zoning Board called the meeting to order at approximately 6:03 pm. A roll call vote was taken and the following members were in attendance: Lemon, Cochran, Marble, and Pawlaski. Carpenter was absent.

APPROVAL OF AGENDA

A motion was made by Pawlaski, and seconded by Marble to approve the agenda as presented. A roll call vote was taken and the motion passed unanimously.

APPROVAL OF MINUTES

The Board proceeded to consider the minutes of the February 17, 2020 and June 16, 2020 meetings. Cochran noted in the June 16 minutes, the address for the property being considered at the Public Hearing was 83 Division Street not 82 Division Street. Upon motion of Marble, seconded by Pawlaski, the Board voted by roll call to approve the minutes with the previously mentioned correction.

PUBLIC COMMENT

Lemon asked if there was public comment. Ample time was given for public comments via the YouTube Channel. There were no public comments.

SITE PLAN REVIEW OF 190 EAST MICHIGAN – GALESBURG HISTORICAL MUSEUM

The Board then proceeded to review the site plan of the proposed addition to the Museum. Gabe Baracker, City Manager, distributed plans to the Board members. Jim Roberts and Keith Martin were both on the phone to address questions of the Board.

Marble questioned the number of parking spots available. It was determined there was ample parking. Mr. Martin indicated they would only need 3 or 4 spots at a time. There was further discussion about park spaces and it was decided it should be addressed through the agreement or with conditional approval of the site plan.

It was pointed out that the number of square feet indicated on the plans was incorrect. Mr. Roberts indicated that would be corrected.

There was discussion regarding the retaining wall. Mr. Roberts indicated that the retaining wall on the east side of the building would be 2" above the existing and that there would be a ramp to the east entrance.

Mr. Roberts said there would be improvements to the drainage of the parking lot. He stated the Kalamazoo County Deputy Drain Commission had reviewed the site and the plans and affirmed the proposed plans would greatly improve the drainage.

It was asked if there would be an attic for storage. It was stated there would be an attic.

Lemon asked if elevations and the exterior of the building could be provided. Mr. Roberts indicated those plans would be given and they would include the correction of the square footage of the building.

The Board will take action on the site plan once it has been reviewed by legal counsel.

DISCUSSION REGARDING UPDATES TO ORDINANCES

Marble indicated she had spoken with Baracker about proceeding with amendments to the ordinances. He had suggested sending the draft ordinance for Parks Regulations to legal counsel to prepare them in Ordinance format and proceed with process to adopting the ordinance. By consensus the Board agreed with this.

Section 82-87 is null and void as new Ordinance Chapter 83 replaces the previous sign ordinance.

Section 82-88 No Conforming Uses – Discussion resulted in the conclusion that this section did not need any amendments.

Section 82-89 Accessory Uses – Marble pointed out there was a new definition of an Accessory Building that had been proposed which would eliminate “permanent masonry foundation” for an accessory building. There was no further discussion on this section.

Carpenter arrived at the meeting at 6:55 p.m. After some brief discussion, Mr. Carpenter decided to leave the meeting at approximately 6:57 p.m. indicating that he no longer wanted to be present.

Section 82-90 Screening - Discussion resulted in the conclusion that this section did not need any amendments.

Section 82-91 Set Backs from Streams and Rivers - Discussion resulted in the conclusion that this section did not need any amendments.

Section 82-92 Special Exception Uses - Discussion resulted in the conclusion that this section did not need any amendments.

Section 82-93 Special Conditions of Special Exceptions Referring to Parking Regulations and Signs. It was mentioned that the sign regulations are now in chapter 83.

The discussion reviewing the ordinances ended on page 8262 at Section 82-93 "3C".

MEMBER COMMENTS

There were no member comments.

ADJOURNMENT

Being duly motion and supported the meeting was adjourned at approximately 7:30 pm.

Judy Lemon, Chairperson

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