

**CITY OF BATTLE CREEK
PLANNING COMMISSION
10 North Division, Battle Creek, MI 49014
Minutes for September 27, 2023**

MEETING CALLED TO ORDER:

By Commissioner Gray at 4:00 p.m.

ATTENDANCE: Commissioner Gray asked for attendance to be noted.

Commission Members Present:

Comm. Gray , present	Comm. Spranger , present
Comm. Godfrey III , present	Comm. Morris , present
Comm. Newman , absent	Comm. O'Donnell , present
Comm. Hughes , present	Mayor Behnke , absent
Comm. Fields , absent	

Staff Present: Melody Carlsen, Administrative Assistant, Darcy Schmitt, Planning & Zoning Supervisor, Marcel Stoetzel, Deputy City Attorney, Ted Dearing, Assistant City Manager, Travis Sullivan, Planning and Zoning Administrator.

APPROVAL OF MINUTES: August 23, 2023.

MOTION MADE BY COMMISSIONER GODFREY TO APPROVE THE AUGUST 23, 2023 MEETING MINUTES WITH THE CORRECTIONS AS NOTED. SECONDED BY COMMISSIONER MORRIS.

ROLL VOTE: Commissioner Gray asked everyone in favor to signify by saying “aye”.

ALL IN FAVOR, NONE OPPOSED, MOTION APPROVED.

CORRESPONDENCE: None.

ADDITIONS/DELETIONS: None.

PUBLIC HEARINGS/DELIBERATIONS:

A) ZONING MAP AMENDMENT #R1-23

Petition from the City of Battle Creek to rezone properties along E. Michigan Avenue, Green Street, and Yuba Street currently zoned “MFR High Density Multiple Family District” and “T-3 Neighborhood Commercial District” to “T-4 Downtown Commercial District” pursuant to Sections 1281.01 and 1240.14 of the zoning code.

Staff Presentation: Travis Sullivan gave the staff report for item #R1-23, Zoning Map Amendment Changes.

Public Comment: None.

Commissioner Comments: Various comments/questions to the Staff about future use and environmental issues. Darcy Schmitt responded.

MOTION MADE BY COMMISSIONER O'DONNELL TO APPROVE ITEM #R1-23. SECONDED BY COMMISSIONER MORRIS.

ROLL VOTE: ALL IN FAVOR, NONE OPPOSED, MOTION APPROVED.

B) ZONING ORDINANCE AMENDMENT #A2-23

Requests from the City of Battle Creek to consider amendments to various sections of the City of Battle Creek zoning code pursuant to Section 1281.01.

Staff Presentation: Darcy Schmitt gave the staff report for item #A2-23. Each chapter of the zoning code with proposed changes were highlighted by Darcy.

Public Comment: None.

Commissioner Comments: Discussion within the body to vote on the changes after each Chapter is presented or to vote on the changes as a whole after the presentation. A decision was made to have a vote after each chapter was presented by staff.

Chapter 1230 Titles, Purpose and Scope

MOTION MADE BY COMMISSIONER GODFREY TO ACCEPT THE PROPOSED CHANGES TO CHAPTER 1230, SECONDED BY COMMISSIONER HUGHES.

ROLL VOTE: Commissioner Gray asked everyone in favor to signify by saying "aye".

ALL IN FAVOR, NONE OPPOSED, MOTION APPROVED.

Chapter 1240 Zoning Districts and Maps

MOTION MADE BY COMMISSIONER MORRIS TO APPROVED THE PROPOSED CHANGES TO CHAPER 1240 OF THE ZONING CODE, SECONDED BY COMMISSIONER GODFREY.

ROLL VOTE: Commissioner Gray asked everyone in favor to signify by saying "aye".

ALL IN FAVOR, NONE OPPOSED, MOTION APPROVED.

Chapter 1241 Schedule of Regulations

MOTION MADE BY COMMISSIONER MORRIS TO APPROVE THE PROPOSED CHANGES TO CHAPTER 1241 OF THE ZONING CODE, SECONDED BY COMMISSIONER GODFREY.

ROLL VOTE: Commissioner Gray asked everyone in favor to signify by saying "aye".

ALL IN FAVOR, NONE OPPOSED, MOTION APPROVED.

Chapter 1250 Supplemental Zoning District Standards

MOTION MADE BY COMMISSIONER GODFREY TO APPROVE THE PROPOSED CHANGES TO CHAPTER 1250 OF THE ZONING CODE, SECONDED BY COMMISSIONER HUGHES.

ROLL VOTE: Commissioner Gray asked everyone in favor to signify by saying “aye”.

ALL IN FAVOR, NONE OPPOSED, MOTION APPROVED.

Chapter 1251 Standards Applicable to Special Uses

MOTION MADE BY COMMISSIONER O’DONNELL TO APPROVE THE PROPOSED CHANGES TO CHAPTER 1251 OF THE ZONING CODE, SECONDED BY COMMISSIONER GODFREY.

ROLL VOTE: Commissioner Gray asked everyone in favor to signify by saying “aye”.

ALL IN FAVOR, NONE OPPOSED, MOTION APPROVED.

Chapter 1260 General Standards

MOTION MADE BY COMMISSIONER HUGHES TO APPROVE THE PROPOSED CHANGES TO CHAPTER 1260 OF THE ZONING CODE, SECONDED BY COMMISSIONER MORRIS.

ROLL VOTE: Commissioner Gray asked everyone in favor to signify by saying “aye”.

ALL IN FAVOR, NONE OPPOSED, MOTION APPROVED.

Chapter 1261 Parking Requirements

MOTIONED MADE BY COMMISSIONER GODFREY TO APPROVE THE PROPOSED CHANGES TO CHAPTER 1261 OF THE ZONING CODE, SECONDED BY COMMISSIONER SPRANGER.

ROLL VOTE: Commissioner Gray asked everyone in favor to signify by saying “aye”.

ALL IN FAVOR, NONE OPPOSED, MOTION APPROVED.

Chapter 1263 Signs

MOTION MADE BY COMMISSIONER MORRIS TO APPROVE THE PROPOSED CHANGES TO CHAPTER 1263 OF THE ZONING CODE, SECONDED BY COMMISSIONER SPRANGER.

ROLL VOTE: Commissioner Gray asked everyone in favor to signify by saying “aye”.

ALL IN FAVOR, NONE OPPOSED, MOTION APPROVED.

Chapter 1281 Administrative Procedures

MOTION MADE BY COMMISSIONER MORRIS TO APPROVE THE PROPOSED CHANGES TO CHAPTER 1281 OF THE ZONING CODE, SECONDED BY COMMISSINER GODFREY.

ROLL VOTE: Commissioner Gray asked everyone in favor to signify by saying “aye”.

ALL IN FAVOR, NONE OPPOSED, MOTION APPROVED.

NEW BUSINESS:

A) REVIEW of CAPITAL IMPROVEMENT PLAN (CIP) FY24-FY30

Review of last year’s CIP for discussion of potential new projects to forward to the appropriate departments for further discussion.

Staff Presentation: Travis Sullivan gave an overview of the Capital Improvement Plan for FY24-FY30. There will be an upcoming workshop and joint meeting with City Commission.

Public Comment: None.

Commissioner Comments: None.

COMMENTS FROM THE PUBLIC: None.

COMMENTS FROM COMMISSION MEMBERS AND STAFF:

Darcy Schmitt introduced the promotion of Travis Sullivan to Planning and Zoning Administrator and informed Commissioners of upcoming training that will be offered to the Body.

Commissioner Gray asked staff for an update to the Non-Motorized Transportation Plan and the upcoming workshop discussed in a previous meeting.

ADJOURNMENT:

Commissioner Gray adjourned the meeting at 5:19 p.m.

Submitted by: Melody Carlsen, Administrative Assistant, Planning & Zoning.