

Planning Commission Meeting Minutes

August 3, 2020

Meeting conducted in Perry City Hall 3rd Floor Community Room

Members Present: Ottke, Cottrell, Sanford, Lewis, Porter, Lambert, Elliott

Guest(s) Present: Mindy Galbavi

Meeting called to order at 7:00 PM by Chairman (Ottke)

Approval of Agenda: Moved by Cottrell, Second by Elliott - Passed Unanimously

Approval of Minutes from July 6, 2020 Meeting: Moved by Cottrell, Second by Elliott - Passed Unanimously

Old Business:

- Parks and Recreation Review

Elliott reported that he was unable to get a Perry Parks and Recreation Committee representative (Chris Powell) to attend the meeting to review their current activities, future plans, and support needed from the Planning Commission. Item tabled until the September 14th meeting.

- Fee Schedules & Penalties

Lambert reviewed proposed revisions for clarification to the City of Perry website Fee Schedule table. The revisions involved correcting the table in the area of building permit fees and construction cost calculations. The group unanimously agreed that Lambert would forward the corrections to City Hall for incorporation in the Fee Schedule table. (See attachment for details)

After further discussion regarding the “penalty portion” of this topic, Lambert and Porter agreed to draft a “penalty proposal” concerning violations of the City’s permit and ordinance requirements. The proposal will be reviewed at next month’s Commission meeting.

- Motembo Foods LLC Rezoning Request

It was reported that City Council approved the re-zoning of Parcel #: 024-58-006-000 from B-1 (Commercial Business) to I-1 (Light Industrial) as requested by Motembo Foods LLC

- Proposed Revisions to the City of Perry Planning Commission Ordinance (Chapter 1220)

The proposed revisions to Perry Planning Commission Ordinance have been reviewed by City Council and forwarded to the City Attorney for review and comment. The group is awaiting feedback from City Council after the attorney’s review is completed.

New Business:

- Oak Arbor Farms LLC Re-Zoning Request

Oak Arbor Farms LLC has submitted a re-zoning request for Parcel #024-60-015-000 to be rezoned from R-M (Multi Family District) to A-1 (Agricultural District). The parcel is a 20 acre property at the north end of Washington Street in Perry. Oak Arbor Farms LLC (David Spitzley) plans to grow, harvest, and sell Shitake mushrooms from the property. They are also conducting studies on blackberry production and two types of potatoes.

After some discussion by the group with a few questions arising, Lambert made a motion, seconded by Sanford that a public hearing be scheduled for 7:15 PM on Monday, September 14th to be held in conjunction with next month's Commission meeting. Motion passed unanimously. Ottke agreed to request that Leland Scott (Perry Zoning Administrator) and David Spitzley attend the meeting to answer any open questions concerning the proposed operation. Ottke requested that any additional questions by Commission members be e-mailed to him prior to the meeting. He will forward all open questions to Scott and Spitzley prior to the September 14th meeting.

- Update of the City of Perry 2010-2040 Master Plan

Lambert requested that, after reviewing the State of Michigan's Planning Enabling Act (Act 33 of 2008), the Planning Commission have a discussion concerning any updates to the City of Perry 2010-2040 Master Plan. The group reviewed past discussions that they had on the subject and the requirements outlined at the State level. At that point, Lambert made a motion, seconded by Sanford that the Commission suspend all update activities on the Master Plan until the results of the 2020 US Census are available. Then the Commission will decide what (if any) updates are required and establish a compliant update plan. Motion passed unanimously

- Items to be considered for the September 14th meeting agenda:
 - Ottke to request an update from Leland Scott on status of commercial projects (i.e., KFC, etc.) in the City
 - Parks and Recreation Review
 - Fee Schedules and Penalty Proposal Review
 - Results of Public Hearing on Oak Arbor Farms LLC Re-Zoning Request

Meeting Adjourned at 8:15 PM by Ottke

Meeting Minutes Submitted By: Larry Lambert – Secretary

CITY OF PERRY APPLICATION FORMS & FEE SCHEDULE				
DEPARTMENT	APPLICATION	FEE		
City Clerk	Business Registration	No Charge		
	FOIA Request	Based on labor cost and requested information		
	Therapy Animal License	\$10.00		
	Voter's Registration	No charge		
Assessor	Land Split for R-1A, R-1B, R-1, R-M	\$40.00		
	Land Split for CBD, B-1, MXD, I-1, I-2	\$125.00		
	Disabled Veteran Exemption Affidavit	No Charge		
	Homeowner's Principal Residence Exemption (PRE) Affidavit	No Charge		
	Petition to Board of Review	No Charge		
	Request to Rescind Principal Residence Exemption (PRE)	No Charge		
Building Inspector	Building Permit	Demolition	\$50.00 Flat Charge	
		Attached Garage	\$20.00 per sq. foot	
		Decks	\$10.00 per sq. foot	
		Detached Garage/Pole Barn	\$10.00 per sq. foot	
		Modular Homes on a Foundation (out of park)	\$50.00 per sq. foot	
		New Construction – Starting Fee	First \$1000.00 of construction	\$50.00
			Per \$1000.00 thereafter	\$5.00
		New Construction – Additional Fee	One-Family Residential	\$85.00 per sq. foot
			Two-Family Residential	\$85.00 per sq. foot
			Multiple Family	Based on cost and professional review
		Commercial	Based on cost and professional review	
		Certificate of Occupancy		
	Electrical Permit	Application Fee (Non-Refundable)		\$30.00
		Service	Through 200 Amp	\$10.00
			200-600 Amp	\$15.00
600-800 Amp			\$20.00	
800-1,200 Amp			\$25.00	
Over 1,200 Amp – GFI Only			\$15.00	
Circuits			\$5.00	
Lighting Fixtures – Per 25			\$6.00	
Dishwasher		\$5.00		

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Proposed Revision to City of Perry Fee Schedule

New Construction Building Permit Fees		\$50 for first \$1000 of construction cost \$5 per \$1000 thereafter
Construction Cost Calculation		
Attached Garage	\$20 per ft ²	
Decks	\$10 per ft ²	
Modular Home on a foundation (out of park)	\$50 per ft ²	
Detached Garage / Pole Barn	\$10 per ft ²	
New Construction		
One Family Residential	\$85 per ft ²	
Two Family Residential	\$85 per ft ²	
Multiple Family	* See Note	
Commercial	* See Note	
Note: Based on cost and professional review		

BUILDING & ZONING FEE SCHEDULE

New Construction Building Permit fees shall be calculated as follows:

\$50.00 for the first \$1000.00 of construction.
\$5.00 per thousand thereafter for any part thereof.

BELOW IS A LIST OF COMMON CONSTRUCTION PERMIT TYPES, AND THE AVERAGE BUILDING UNIT THAT WILL BE USED TO CALCULATE BUILDING PERMITS:

<u>Construction Type</u>	<u>Per Foot Calculation</u>
Attached Garage	\$20.00 per sq. foot
Decks	\$10.00 per sq. foot
Modular Homes on a foundation (out of park)	\$50.00 per sq. foot
Detached Garage/Pole Barn	\$10.00 per sq. foot
New Construction:	
▪ One Family Residential	\$85.00 per sq. foot
▪ Two Family Residential	\$85.00 per sq. foot
▪ Multiple Family	Based on cost and professional review
▪ Commercial	Based on cost and professional review

Work started without a permit is a violation of the city ordinance and is a misdemeanor punishable by fine of \$500.00 and/or 90 days in jail.