

CITY OF BUCHANAN PLANNING COMMISSION
TUESDAY, AUGUST 15, 2023 – 7:00 PM
CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL

AGENDA

The City of Buchanan Planning Commission, in compliance with Michigan’s Open Meetings Act, hereby gives notice of a Planning Commission meeting to be held in the Chamber of City Hall.

** Comments may also be submitted in writing at least 4 hours in advance to the Community Development Director Richard Murphy at rmurphy@cityofbuchanan.com*

** Buchanan City will provide necessary and reasonable auxiliary aide and services to those individuals with disabilities who wish to attend the public meeting upon receiving at least one (1) week’s prior notice. Any such individual requiring such aids or services should contact the city in writing or by telephoning: Buchanan City Clerk; 302 North Redbud Trail, Buchanan, MI 49107, 269-695-3844.*

I. Regular Meeting - Call to Order

II. Pledge of Allegiance

III. Roll Call

IV. Approve Agenda

V. Public Comments - Agenda Items

VI. Approve Minutes

A. Minutes

1) Consider approving the Special Meeting Minutes from June 29, 2023.

2) Consider approving the Regular Meeting Minutes from July 11, 2023.

VII. Old Business

A. Discussion on the Zoning Update Project

VIII. New Business

A. Preliminary Site Plan Review for 411 N. Redbud Trail- Biggby Renovations.

IX. Public Comment - Non-Agenda Items Only

X. Community Development Director Comments

XI. Commissioner Comments

XII. Adjournment



SPECIAL MEETING OF THE BUCHANAN CITY PLANNING COMMISSION

THURSDAY, JUNE 29, 2023 – 4:00 PM

CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

MINUTES

I. Call to Order

The meeting was called to order at 4:00 P.M. by Vice Chair Kevin Barker.

II. Roll Call

Present: Kevin Barker, Ralph McDonald, Tony Houser, Sean Denison

Absent: Jason Leitz, Richard Martin

City Staff: Community Development Director, Rich Murphy; City Clerk, Kalla Langston ; Building Inspector, Guy Lewis

III. Public Comment - Agenda Items Only *(3-minute limit)*

None.

IV. New Business

A. Preliminary Site Plan Review for the Taco Bell project at 708 E. Front St.

Molly Redman led in the presentation of the Preliminary Site Review for the Taco Bell at 708 E. Front St. The Planning Commission gave feedback on several items.

- Requested that owner contact Berrien County Drainage Commission to confirm if there are any drainage requirements that will be needed for the project.
- Requested dumpster enclosure elevation and materials to be included.
- Requested curb detail and sidewalk elevation be included.
- Requested site lighting plan detailing Kelvin temperature of lights be included.
- Requested landscape plan requirements be included.
- Requested that power poles, fire hydrants, and utilities be shown on site plan.
- Requested that signage plan/details be provided to zoning administrator for his review.

V. Public Comment - Non-Agenda Items Only *(3-minute limit)*

None.

VI. Adjourn

Motion made by Houser, supported by Denison to adjourn the meeting at 4:30 P.M.

Kevin Barker, Vice-Chair

Kalla Langston, City Clerk



CITY OF BUCHANAN PLANNING COMMISSION

TUESDAY, JULY 11, 2023 – 7:00 PM

CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

MINUTES

I. *The City of Buchanan Planning Commission, in compliance with Michigan's Open Meetings Act, hereby gives notice of a Planning Commission meeting to be held in the Chamber of City Hall.*

II. ** Comments may also be submitted in writing at least 4 hours in advance to the Community Development Director Richard Murphy at rmurphy@cityofbuchanan.com*

** Buchanan City will provide necessary and reasonable auxiliary aide and services to those individuals with disabilities who wish to attend the public meeting upon receiving at least one (1) week's prior notice. Any such individual requiring such aids or services should contact the city in writing or by telephoning: Buchanan City Clerk; 302 North Redbud Trail, Buchanan, MI 49107, 269-695-3844.*

III. Regular Meeting - Call to Order

The meeting was called to order at 7:01 PM by Vice-Chair Kevin Barker.

IV. Pledge of Allegiance

Barker led in the pledge of allegiance.

V. Roll Call

Present: Vice Chairman Kevin Barker, Richard Martin, Ralph MacDonald, Sean Denison, Tony Houser

Absent: Chairman Jason Lietz

City Staff Present: Clerk Kalla Langston, Community Development Director and Zoning Administrator Richard Murphy, Building Inspector Guy Lewis

VI. Approve Agenda

Motion made by Denison, supported by Houser to adopt the agenda as presented. Voice vote carries unanimously.

VII. Public Comments - Agenda Items

Norma Ferris – Wanted to know when Hilltop will close, and Taco Bell will open.

VIII. Approve Minutes

A. *Consider approving minutes from June 13, 2023, Regular Meeting.*

Motion made by Denison, supported by Houser to adopt the agenda as presented. Voice vote carries unanimously.

IX. Old Business

A. *Final Site Plan Review for the Taco Bell Project at 708 E. Front St*

Molly Redmon of Civil & Environmental Consultants, Inc. was in attendance to present the site plan.

The demo plan was reviewed. The whole lot will be resurfaced, and some asphalt will be removed and replaced with concrete channels to help with drainage. An existing tree will be replaced with a new tree and landscaping.

They will expand the sidewalk to 5' and will add a curb ramp. They would like to move the grease interceptor outside the building. They plan to continue using the 1" water line, and need to establish where exactly the sewer lateral is. They will utilize existing gas and electric.

There was discussion of screening and landscape requirements. There will be a dumpster enclosure added and it will be painted to match the building. Redmon provided examples of the lighting plan from previous Taco Bell projects. There was discussion regarding signage and related setbacks.

Motion made by Denison, supported by Martin to approve the site plan for the Taco Bell Project at 708 E. Front St.

Barker would like the illumination of the sign facing the residential zone to be 0.0 lumens and for the motion to be amended to include that. He would also like the motion to include the proviso that if the trees at the south end of the lot are not owned by Taco Bell that they be required to meet the screening requirements.

Motion made by Denison, supported by Martin to approve as reviewed, subject to the landscaping facing residential meet the requirements of our zoning ordinance on the property Taco Bell owns in question, as well as they exit and enter signs be dimensioned on the site plan and noted as to the face size being of similar characteristics of the existing, as well as the illumination be presented from the zoning administrators review showing that there is 0.0 illumination on the neighboring residential side to the south.

Yay: Barker, Martin, MacDonald, Denison, Houser

Nay: none.

B. Continued Discussion on the Zoning Update Project.

Murphy would like the progress to continue. Barker would like to see the authors of the new zoning code revisit what they've presented and tailor it more to what's lacking from our current zoning code. Denison said that the plan was to present Placemakers with their list of questions and concerns and go from there. MacDonald would also like to see more of the existing code in the new code.

It was agreed they'd like the new zoning code to draw from the good parts of the old zoning code and improve on what was missing. The current draft doesn't achieve this. Murphy will go back to Placemakers that message.

X. New Business

None.

XI. Public Comment - Non-Agenda Items Only

None.

XII. Community Development Director Comments

The Honor Credit Union project has come along very well. It's revitalizing an important part of downtown. The changes the Planning Commission put forward were realized very nicely.

XIII. Commissioner Comments

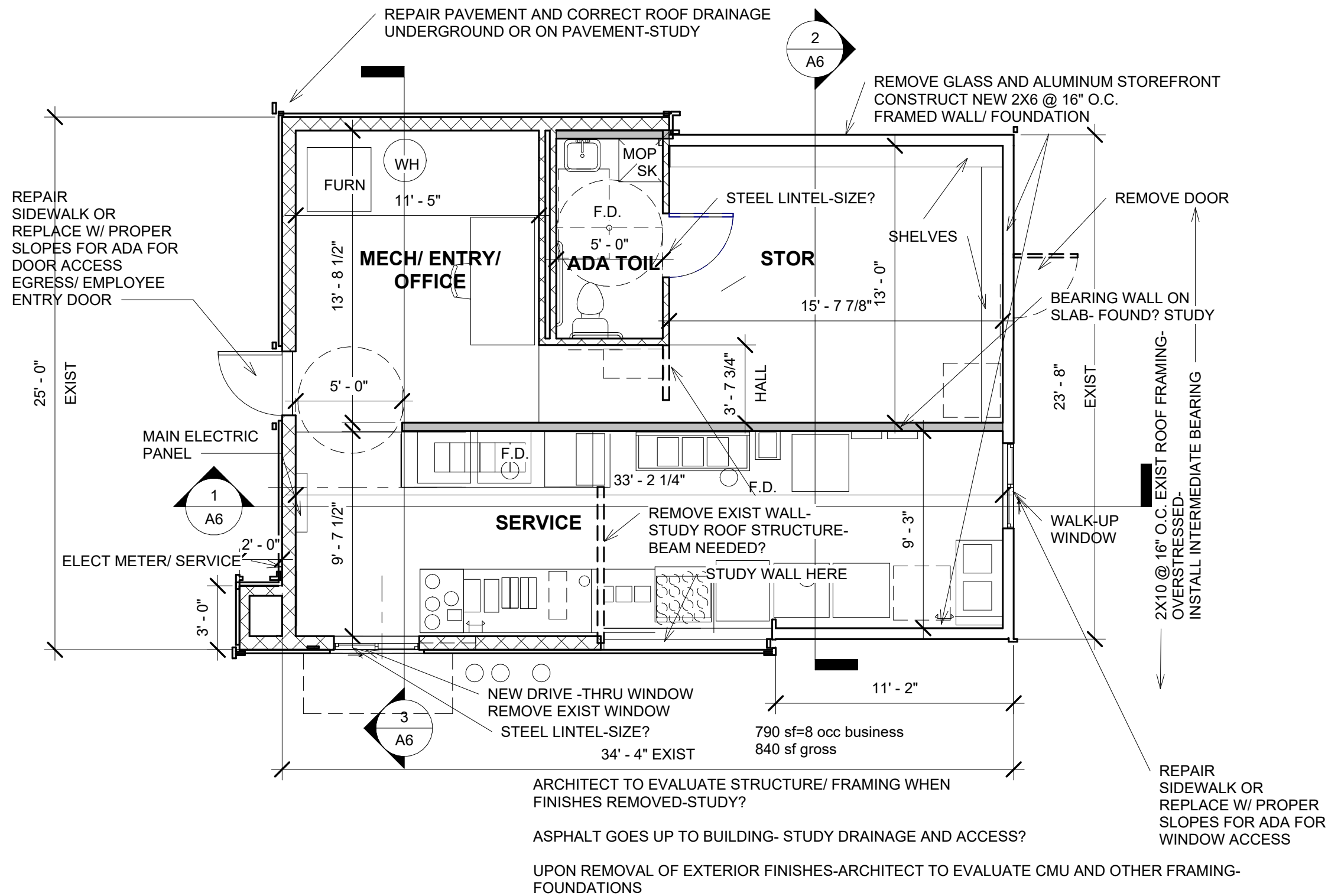
Martin reported that the Tree Friends did plant 29 trees in the Northside neighborhood and have made extensive use of their water trailer.

Denison noted that the DPW groundbreaking will take place July 20 at 1pm on the job site.

Barker thanked those in attendance and the Planning Commission for their hard work.

XIV. Adjournment

The meeting was adjourned at 8:11 PM by Vice-Chair Barker.

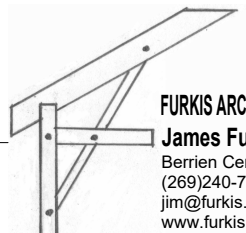


1 Level 1
 3/16" = 1'-0"

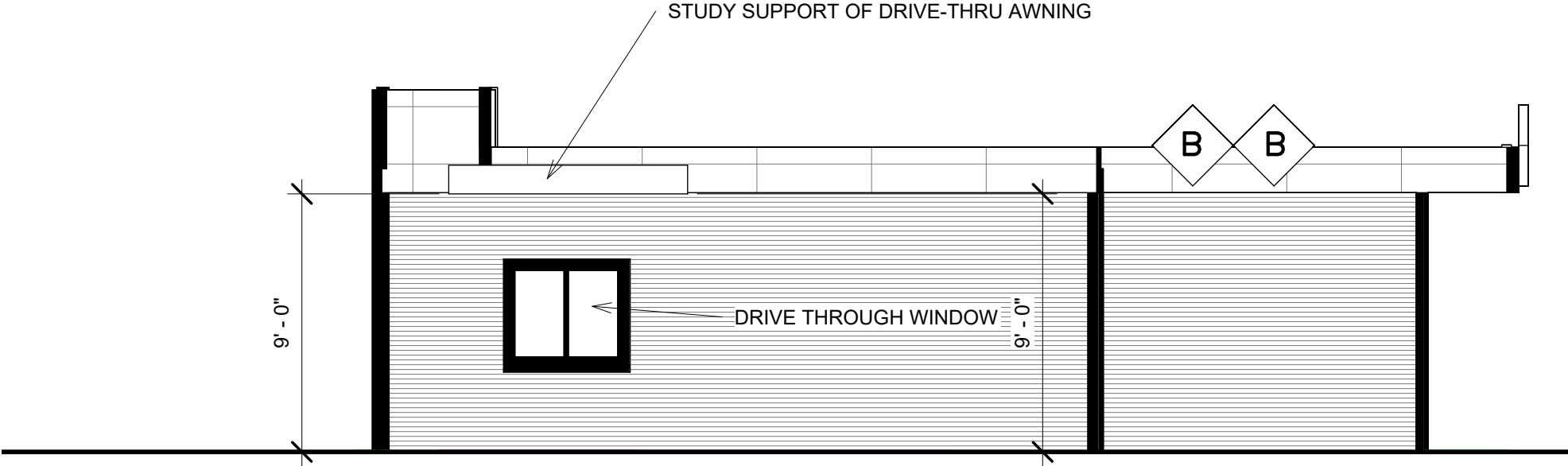
ARCHITECT TO EVALUATE STRUCTURE/ FRAMING WHEN FINISHES REMOVED-STUDY?
 ASPHALT GOES UP TO BUILDING- STUDY DRAINAGE AND ACCESS?
 UPON REMOVAL OF EXTERIOR FINISHES-ARCHITECT TO EVALUATE CMU AND OTHER FRAMING- FOUNDATIONS

BIGGBY RENOVATIONS
 PRELIMINARY-NOT-FOR-CONSTRUCTION

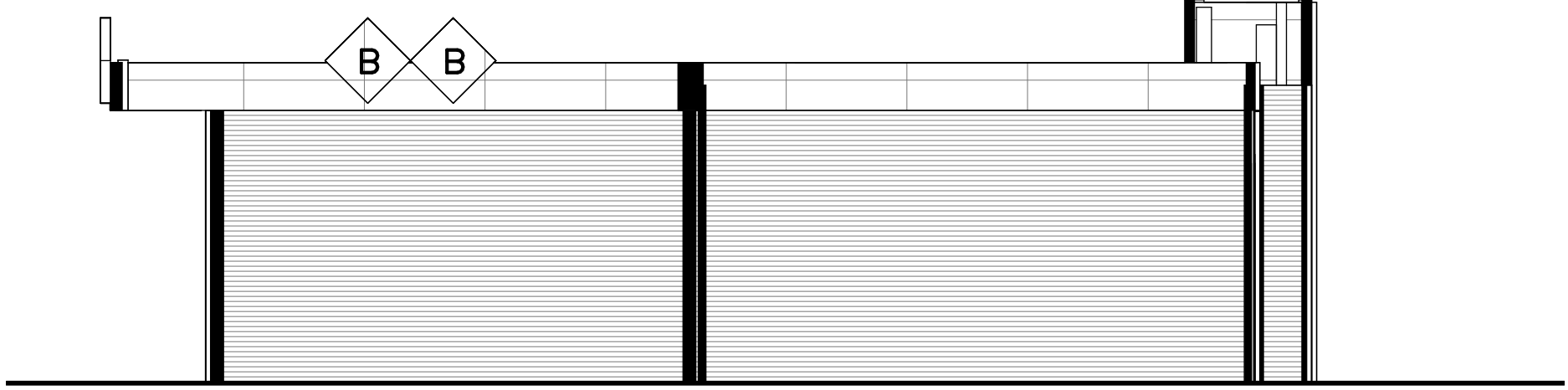
JULY 11, 2023
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1 South
3/16" = 1'-0"



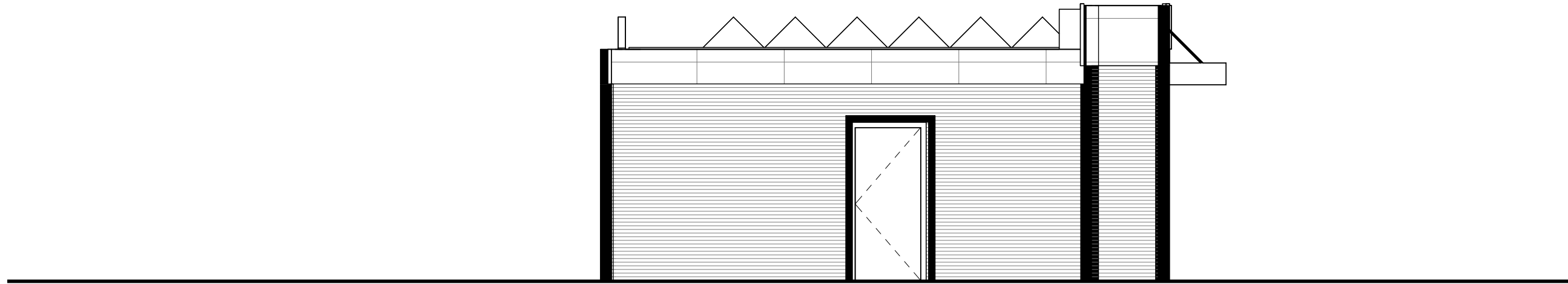
2 North
3/16" = 1'-0"

BIGGBY RENOVATIONS
PRELIMINARY-NOT-FOR-CONSTRUCTION

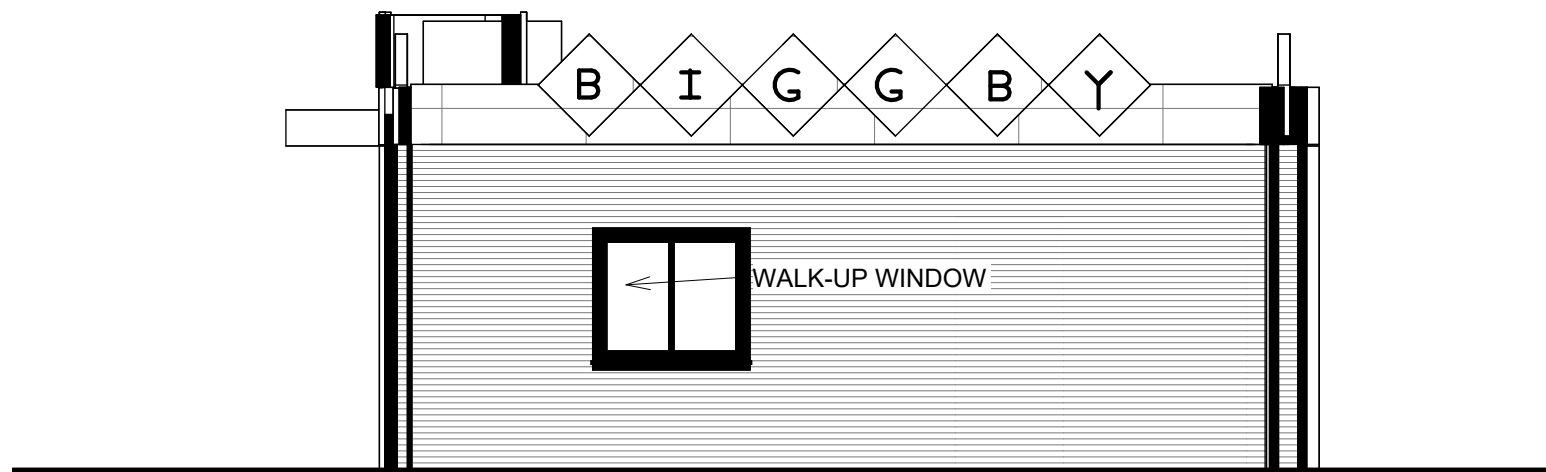
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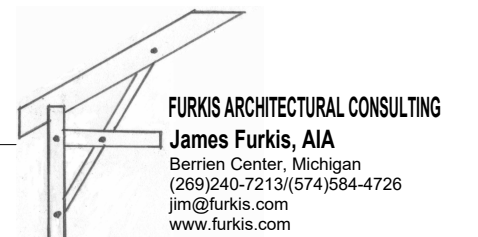
② West
3/16" = 1'-0"

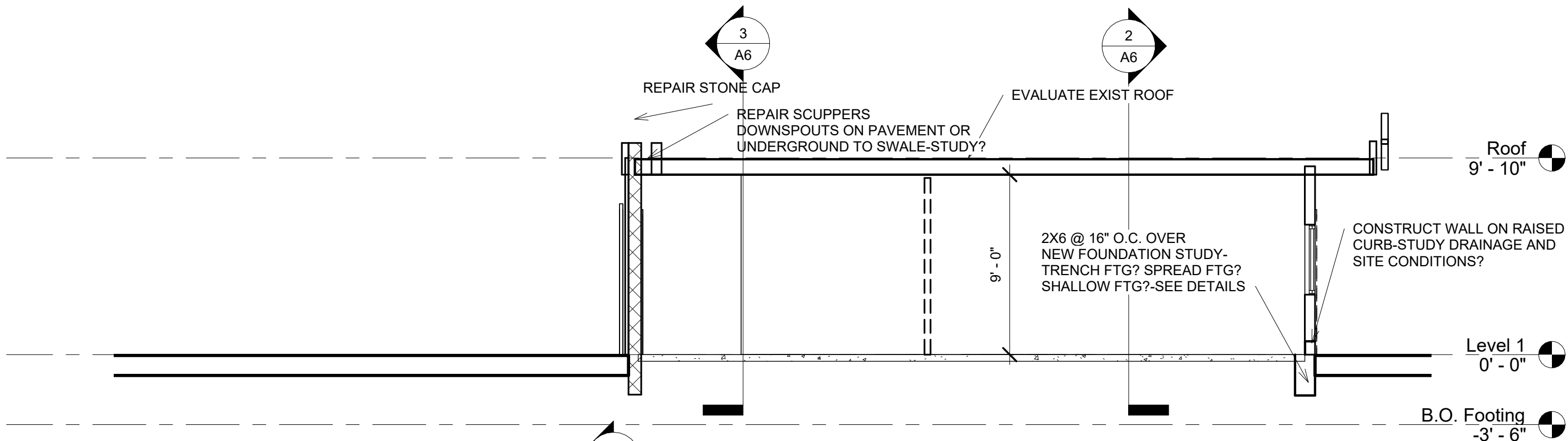


① East
3/16" = 1'-0"

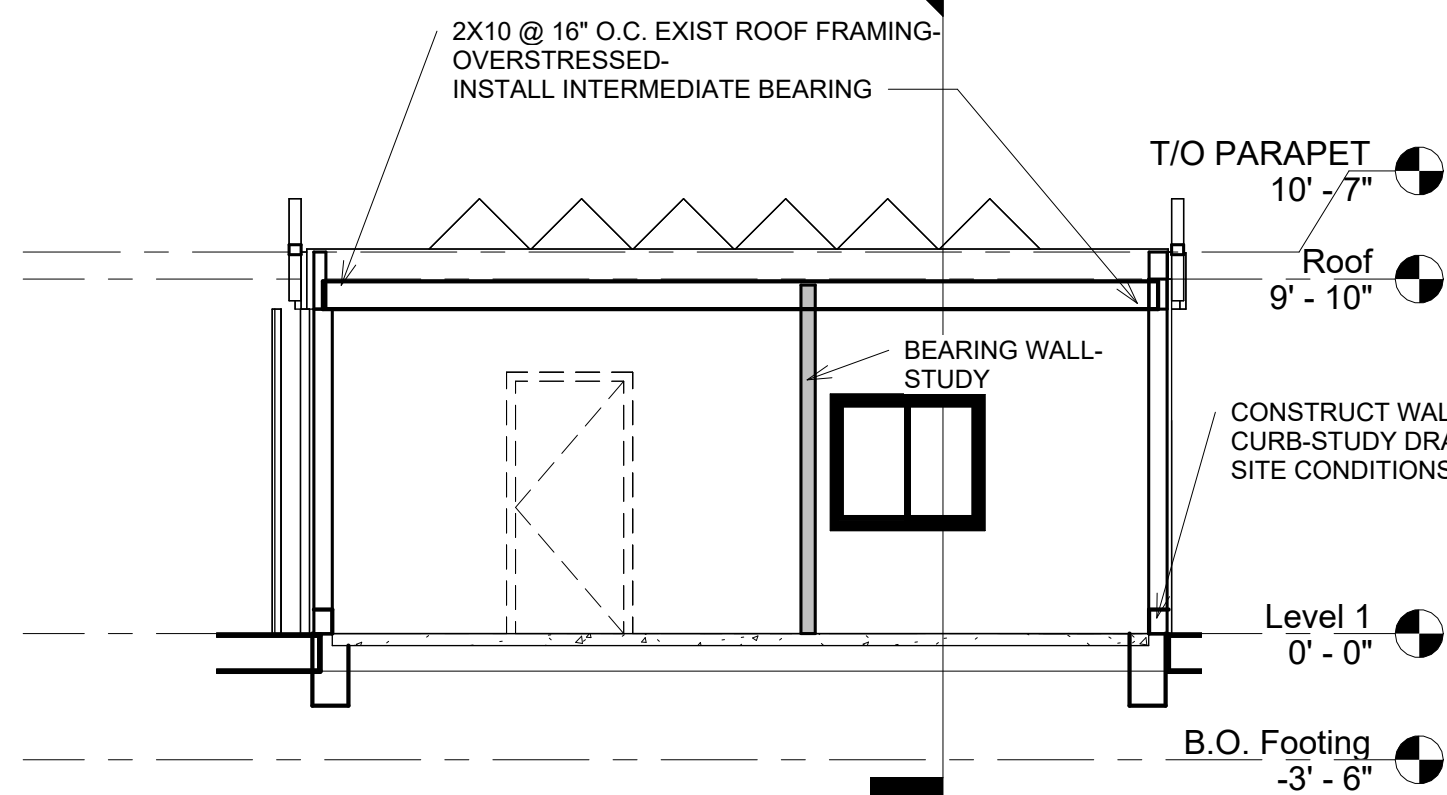
BIGBY RENOVATIONS
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BUCHANAN, MICHIGAN

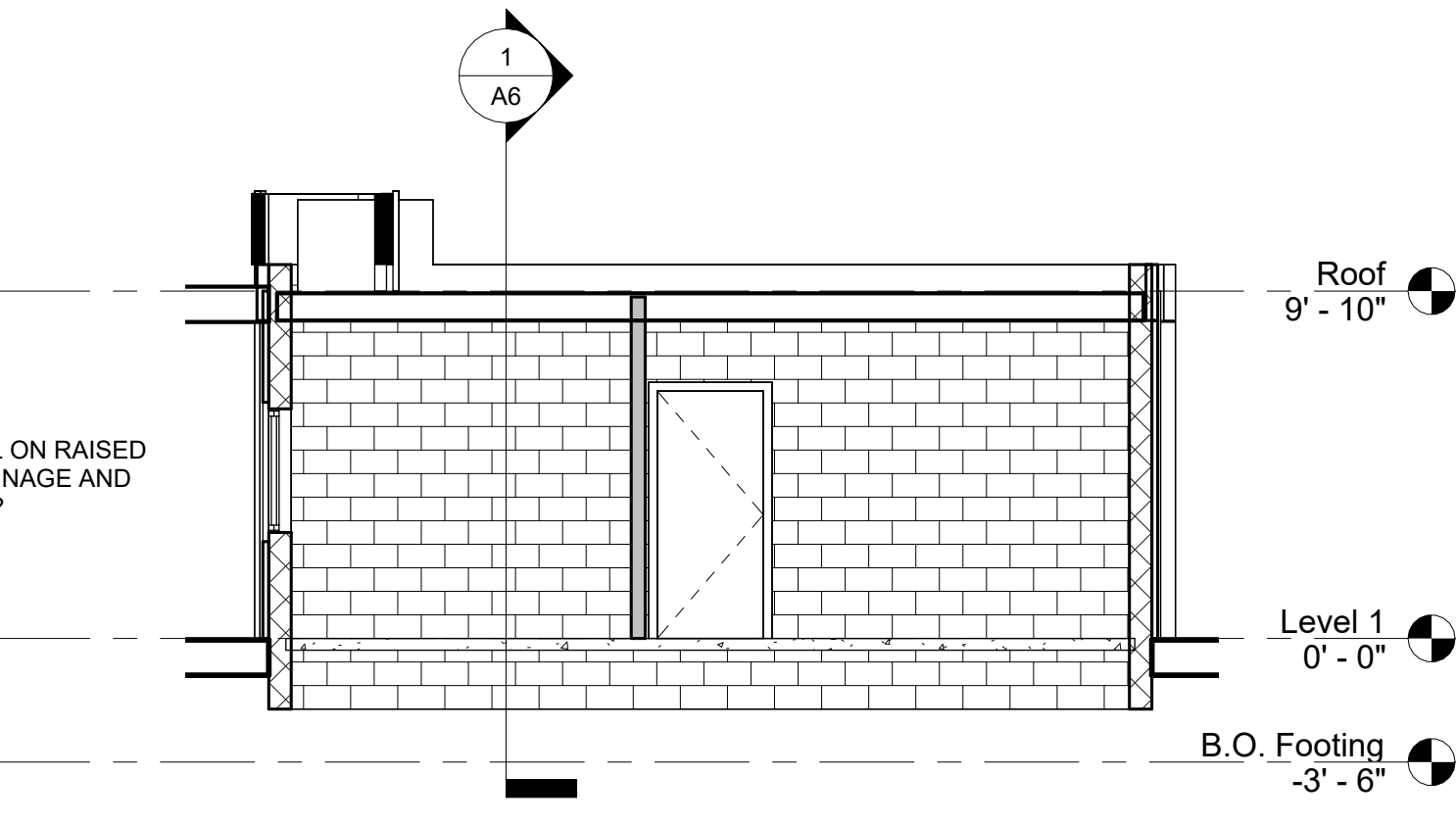




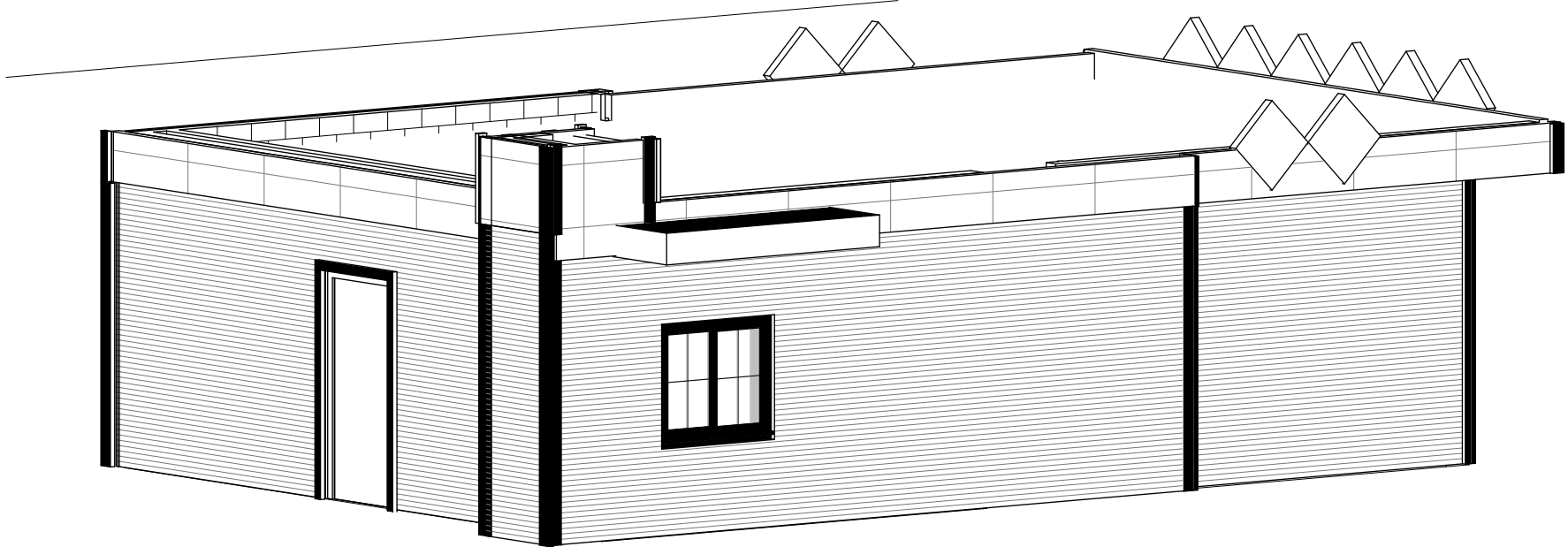
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3/16" = 1'-0"



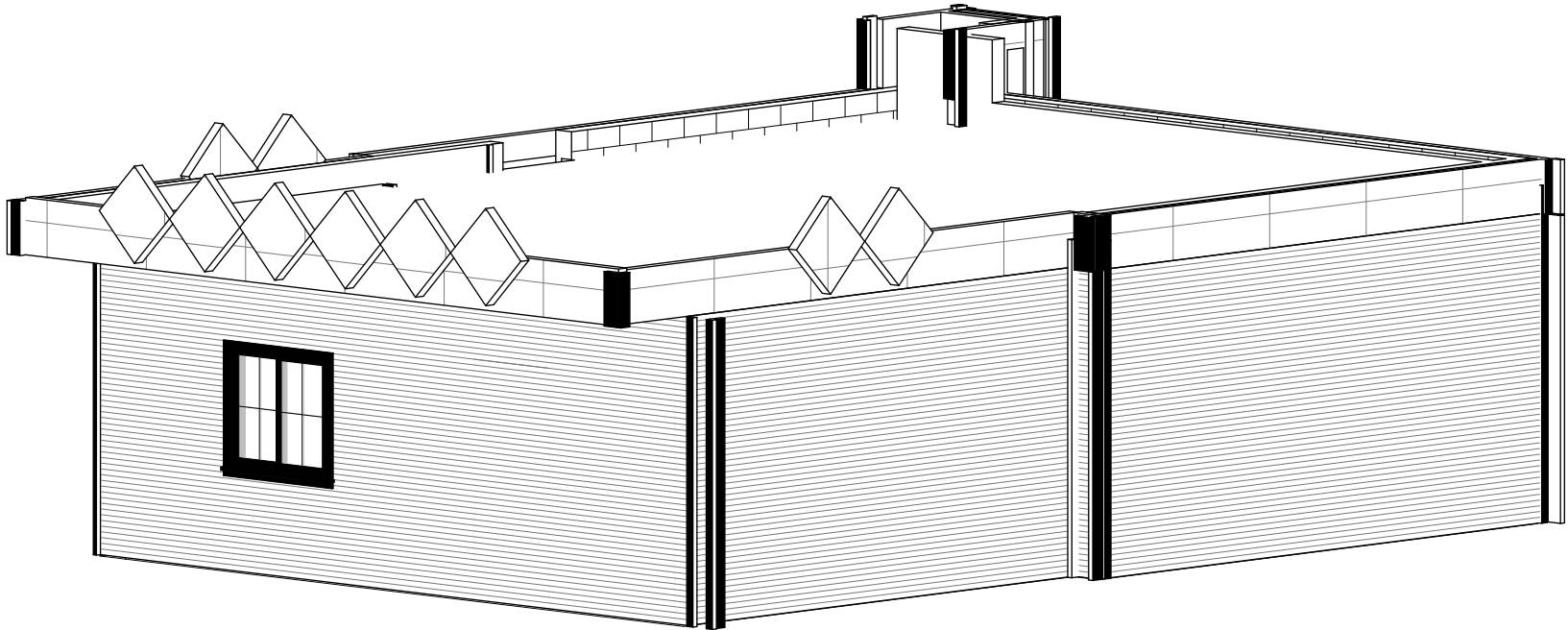
2 Section 3
3/16" = 1'-0"



3 Section 5
3/16" = 1'-0"



① LOOKING NORTHEAST



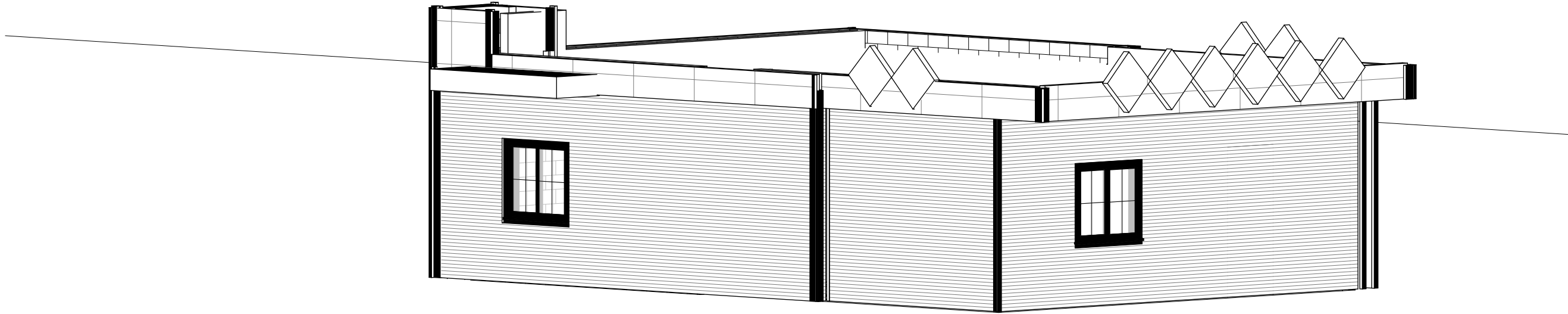
② LOOKING SOUTHWEST

BIGGBY RENOVATIONS
PRELIMINARY-NOT-FOR-CONSTRUCTION

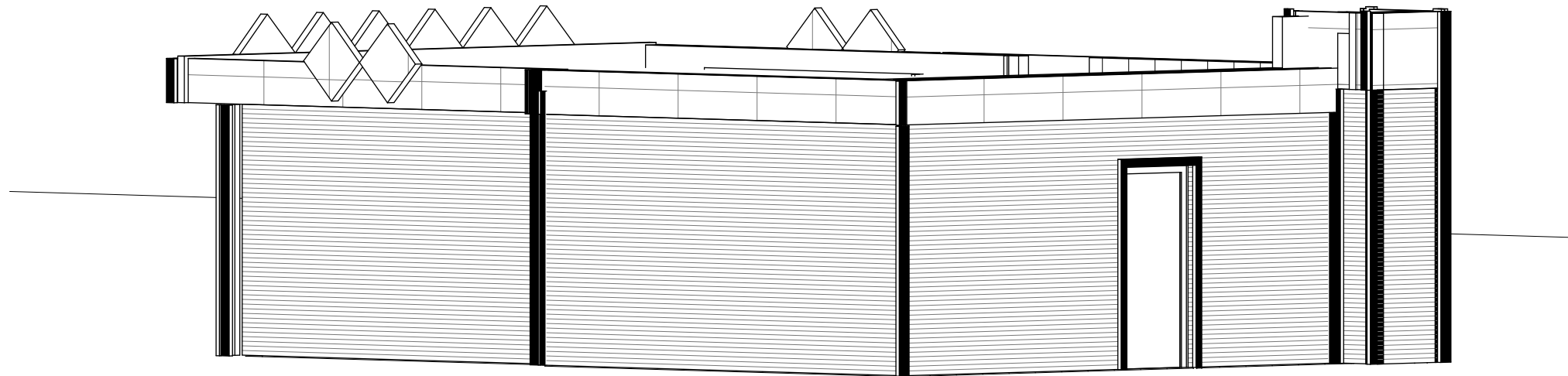
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1 LOOKING NORTHWEST



2 LOOKING SOUTHEAST

BIGBY RENOVATIONS
PRELIMINARY-NOT-FOR-CONSTRUCTION

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