

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. *1) Consider approving Minutes from the Regular Planning Commission Meeting on November 15th, 2022.*

2) Consider approving Minutes from the Special Workshop Planning Commission Meeting on November 29, 2022.

VII. Old Business

A. *128 Main St.- Honor Credit Union*

VIII. New Business

A. *Approve recommendation from Design Review Committee for Honor Credit Union Facade, 128 Main Street*

B. *Consider the application submitted by Anthony "Tony" Houser to the Planning Commission.*

IX. Subcommittee Reports (if any)**X. Public Comment - Non-Agenda Items Only****XI. Community Development Director Comments****XII. Commissioner Comments****XIII. Adjournment**



CITY OF BUCHANAN PLANNING COMMISSION
TUESDAY, NOVEMBER 15, 2022 – 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*

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III. Regular Meeting - Call to Order

Meeting called to order at 7:01 P.M.

IV. Pledge of Allegiance

V. Roll Call

Present: Chairman Jason Lietz, Kevin Barker, Ralph McDonald, Sean Denison, and Richard Martin

City Staff: Director of Community Development, Rich Murphy; City Clerk, Kalla Langston

VI. Approve Agenda

Community Development Director Murphy requested to add an item C., consideration of 101-103 Days' façade plan per the recommendation of the Design Review Committee.

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

VII. Public Comments - Agenda Items

None.

VIII. Approve Minutes

A. *Consider approving minutes from September 13th, 2022.*

Motion made by Barker, supported by Denison to approve the minutes as submitted. Voice vote carries unanimously.

IX. Old Business

None.

X. New Business

A. *Site plan review for exterior site plan improvements by Honor Credit Union at 128 N. Main St.*

Honor will be resubmitting pending more information on the height of the canopy. They provided details on their plans for the drive through area. There was discussion about the large size of the parking lot and signage to accommodate traffic. Honor is potentially open to selling some of those parking spots.

B. *Buchanan Zoning Ordinance Project update and discussion.*

Richard Murphy gave an update on the Zoning update project. They've met with city stakeholders from downtown, the Northside neighborhood, the Preservation Society, and department heads. They've called a joint planning commission/city commission meeting as well. They've taken that feedback back to Placemakers who have produced a draft zoning ordinance. That draft has been distributed to the Planning Commission for their review before Placemakers returns on December 6th. Murphy would like to call a joint City Commission/Planning Commission/BARB meeting afterwards as well. The new zoning ordinance will address improvements such as home businesses, accessory dwelling units, and simplifying the document.

An additional workshop by the Planning Commission before the December 6th meeting was suggested. Barker wondered if the new ordinance should clearly address the definitions such as 'front yard' and 'side street.'

The Planning Commission asked Murphy generally why the zoning map would utilize different naming conventions. Murphy said that it reflected 23 years of changing in zoning but that it was Placemakers term.

It was decided that the Planning Commission would hold a workshop meeting on November 29th before the December 6th meeting with Placemakers.

C. *Consideration of 101-103 Days' façade plan per the recommendation of the Design Review Committee.*

They reviewed information from the Design Review Committee. The project will attempt to preserve the building and keep it historically consistent.

Motion made by Barker, supported by Martin to acknowledge conflict of interest with Ralph McDonald. Voice vote carries with McDonald Abstaining.

Motion made by Barker, supported by Martin to approve façade grant for 101-103 Days as approved by Design Review Committee. Voice vote carries (Martin, Denison, Barker, Lietz) with McDonald Abstaining.

XI. Public Comment - Non-Agenda Items Only

None.

XII. Community Development Director Comments

Muphy gave kudos to the Design Review Committee for the quality and helpfulness of their meetings.

XIII. Commissioner Comments

There was a report on the minutes from the last meeting of Friends of the Trail, a subcommittee. Two members are retiring so they had a potential new member sit in. Trek or Treat went well and continues to be a beloved community event supported by volunteers and city employees.

There was also a report on the meeting of the Tree Friends, also a subcommittee. They received a \$3500 grant from the Michigan Community Gateway Foundation for tree planting. They will plant trees in the Northside neighborhood around arbor day. They've also applied for a grant for a watering trailer.

XIV. Adjournment

Motion made by Barker, supported by Martin to adjourned at 8:31 P.M. Voice vote carries unanimously.

Chairman, Jason Lietz

City Clerk, Kalla Langston



CITY OF BUCHANAN PLANNING COMMISSION SPECIAL WORK SHOP MEETING

TUESDAY, NOVEMBER 29, 2022 – 6:30 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.*
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III. Regular Meeting - Call to Order

Meeting was called to order by Co-Chair Kevin Barker at 6:35 P.M.

IV. Pledge of Allegiance

Barker led in the Pledge of Allegiance.

V. Roll Call

Present: Kevin Barker, Ralph McDonald, Richard Martin, and Sean Denison

Absent: Jason Lietz

Others present: Alan Robandt, Dan Vigansky, Rich Murphy, Kalla Langston

VI. Public Comments - Agenda Items

None

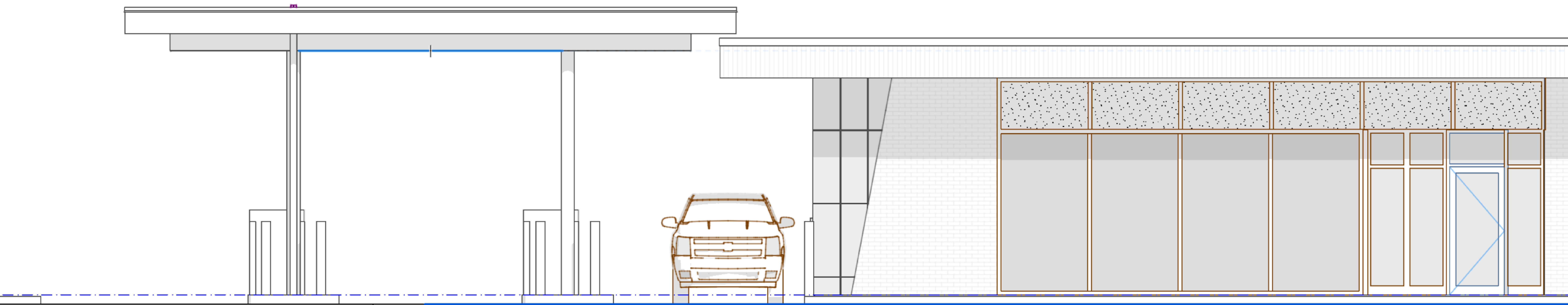
VII. New Business

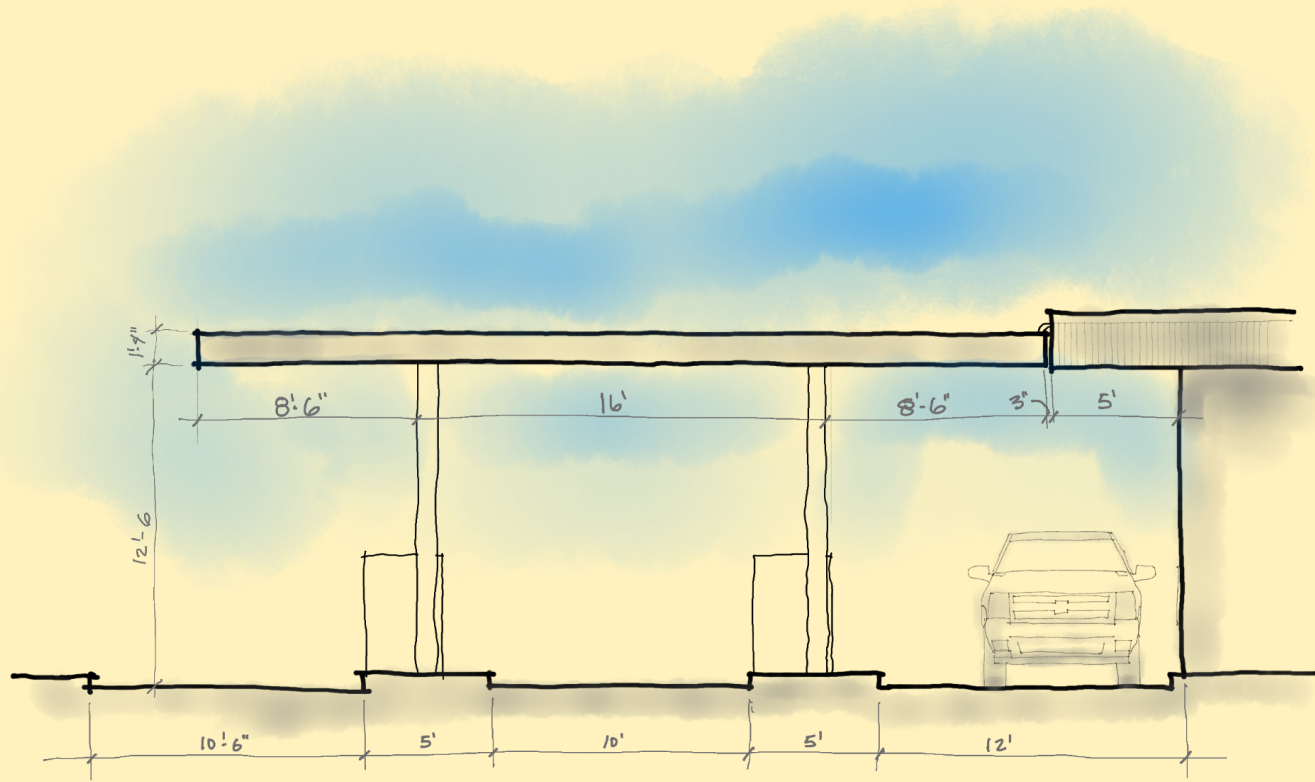
A. *Buchanan Zoning Ordinance Project WorkShop*

The members of the planning commission along with the others present went through the first draft of the Zoning Ordinance Project to gather information to give back to the Placemaker team for review before the Special Joint Meeting of the City Commission, Planning Commission, and BARB on December 6th at 5:00 P.M.

VIII. Adjournment

Motion to adjourn made by Denison, supported by Martin at 8:46 P.M. Voice vote carries unanimously.





E Dewey St

Honor Credit Union
128 Main Street, Buchanan
Proposed Site **Demolition**

Main Street

Remove concrete island in parking lot to improve traffic flow (no reduction of parking spaces)

Restripe (reducing from 4 lanes to 3)

Demo existing canopy & concrete islands

Google

Honor Credit Union
128 Main Street, Buchanan
Proposed New Site Work

E Dewey St

Main Street

(3) Drive Thru Lanes

New canopy, (2) drive thru islands & ATMs

Revised Traffic Flow

Google



DEMO NOTES

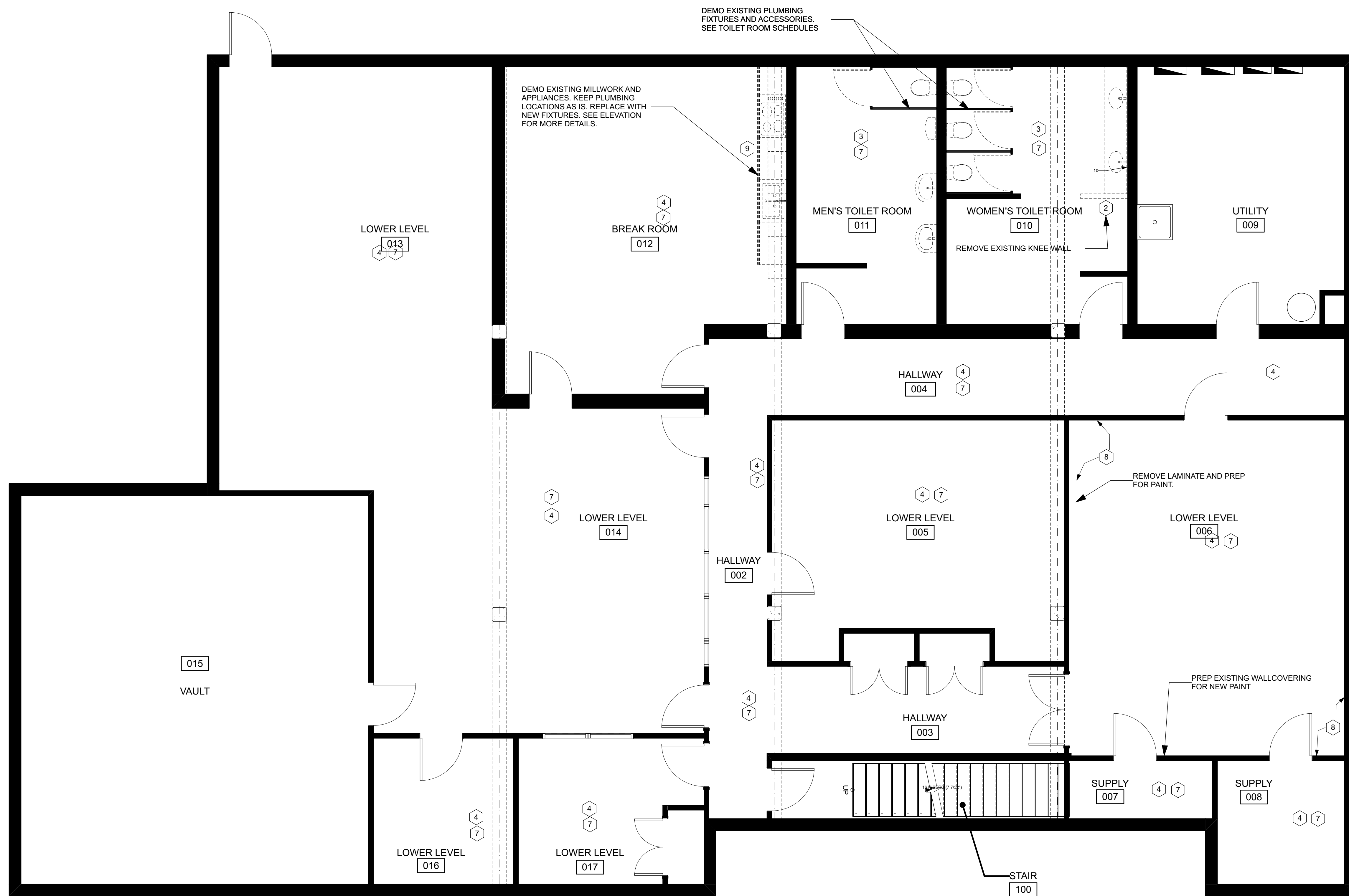
1. VERIFY LOCATION OF ALL EXISTING STRUCTURAL ELEMENTS, EXISTING WALL SYSTEMS, AND DIMENSIONS. CONTACT ARCHITECT WITH ANY DISCREPANCIES.
2. WHERE PORTIONS OF WALL TO BE REMOVED, BRACE STRUCTURE AS NEEDED.
3. CONTRACTOR TO VERIFY LOCATIONS WHERE EXISTING EXTERIOR FINISH REMOVAL IS NECESSARY IN ACCORDANCE WITH NEW WORK
4. DEMO EXISTING TELLER DESKS

DEMOLITION KEYNOTES

1. REMOVE EXISTING DOOR, DOOR FRAME AND FRAME ANCHORS.
2. REMOVE EXISTING PARTITION FROM FLOOR TO CEILING.
3. REMOVE EXISTING TOILET FIXTURES AND PARTITIONS. REFER TO PLUMBING SHEETS FOR DETAILS.
4. REMOVE ALL EXISTING CEILING TILES, GRID AND LIGHT FIXTURES
5. REMOVE EXISTING WINDOW AND FILL IN WITH DRYWALL
6. CUT INTO EXISTING WALL MATERIAL TO CREATE A NEW OPENING. PROVIDE LINTEL. SEE DOOR SCHEDULE FOR NEW FRAME AND DOOR
7. REMOVE EXISTING FLOOR FINISHES TO WOOD PLANK FLOORING OR CONCRETE SLAB
8. REMOVE LAMINATE AND PREP FOR PAINT. PREP WALLCOVERING FOR PAINT.
9. REMOVE EXISTING KITCHEN MILLWORK AND FIXTURES AND EQUIPMENT.

LEGEND

- DEMO WALL
- EXISTING WALL
- == NEW WALL



HONOR -Buchanan
New Member Center
128 Main St. Buchanan Michigan 49107

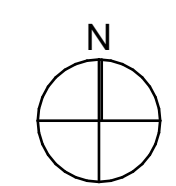
NOT FOR
CONSTRUCTION

ISSUE DATES
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LOWER LEVEL
DEMOLITION
PLAN

A2.0

1 DEMO LOWER LEVEL PLAN
A2.0 SCALE: 1/4" = 1'-0"



DEMO NOTES

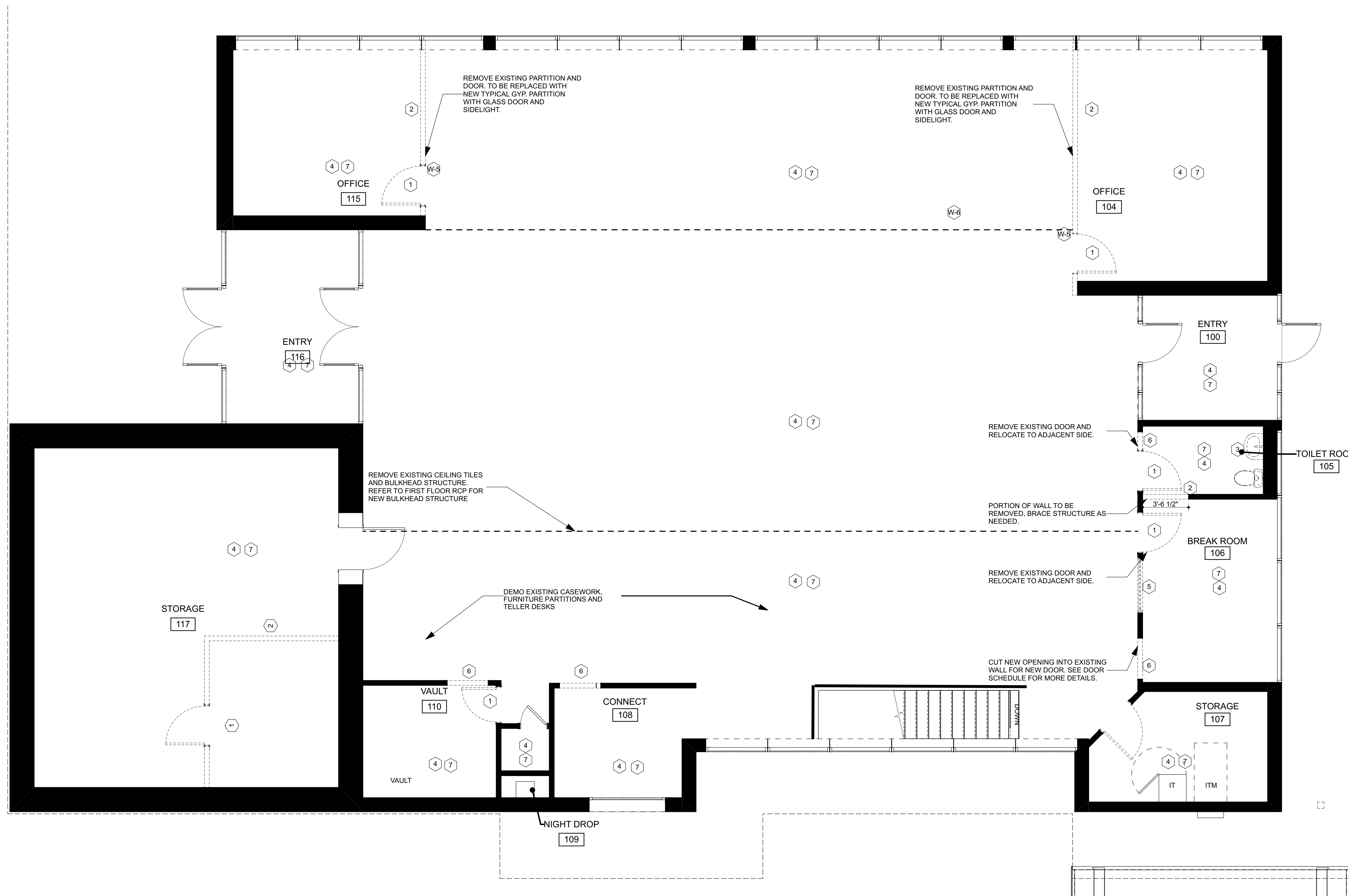
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LEGEND

- DEMO WALL
- EXISTING WALL
- == NEW WALL



HONOR -Buchanan
New Member Center
128 Main St. Buchanan Michigan 49107

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1 DEMO FIRST FLOOR PLAN
A2.1 SCALE: 1/4" = 1'-0"

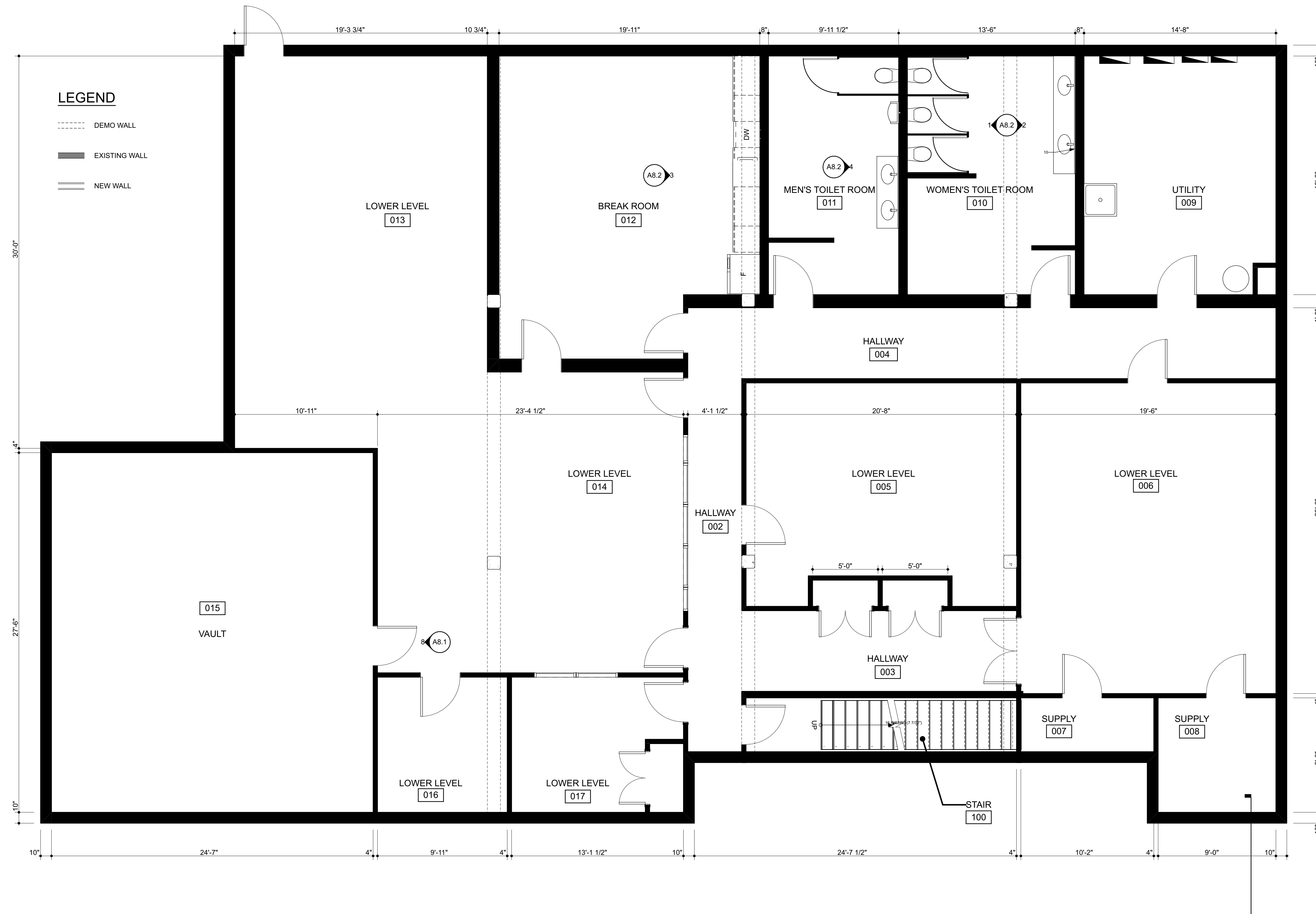
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FIRST FLOOR
DEMOLITION
PLAN

A2.1

FLOOR PLAN GENERAL NOTES

1. VERIFY LOCATION OF ALL EXISTING STRUCTURAL ELEMENTS, EXISTING WALL SYSTEMS, AND DIMENSIONS. CONTACT ARCHITECT WITH ANY DISCREPANCIES.
2. SEE SHEET A9.0 FOR DOOR AND WINDOW SCHEDULES
3. SEE SHEET A10.0 FOR FINISH PLAN AND SCHEDULE.



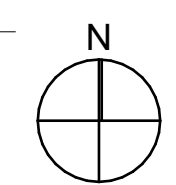
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LOWER LEVEL
PLAN

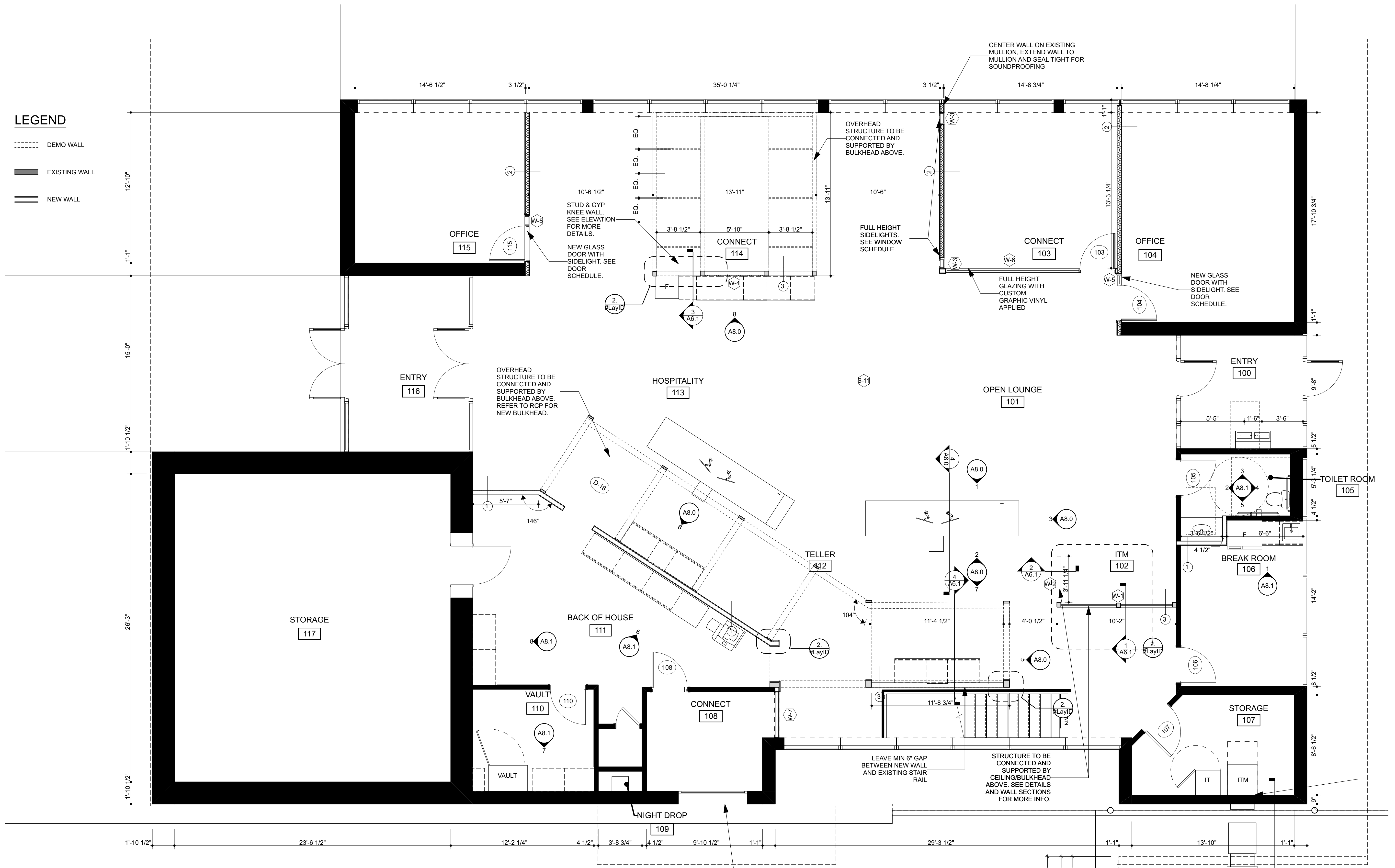
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A2.2 LOWER LEVEL PLAN
SCALE: 1/4" = 1'-0"



A2.2

FLOOR PLAN GENERAL NOTES

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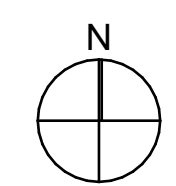
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FIRST FLOOR PLAN

1
A2.3 FIRST FLOOR PLAN
SCALE: 1/4" = 1'-0"



A2.3