

**City of Reading
Planning Commission
February 27, 2023
Regular Meeting
6:30 P.M.**

Call to Order

Roll Call

Approval of Meeting Minutes- January 23, 2023

Agenda/Additions/Deletions

Public Comments and Communication Items (Agenda Items)

New Business

A. No New Business

Old Business

A. Review Historic Overlay District

Zoning Administrator Report

Public Comment (PC related)

Comments from Commissioners

Adjournment

Next Meeting March 27, 2023 at 6:30 pm

READING PLANNING COMMISSION

CITY OF READING, MI

January 23, 2023

The meeting was called to order by Vice Chair, Chad Penney, at 6:00 p.m. at Reading City Hall. Present were Chad Penney, Warren Bartels, Kendra Stump, Chuck Hartshorn, Melanie Mathews, and Dan Gollnick. Absent excused was Betty Blount. Also present were Kym Blythe, Alan Beeker, and guests Chris Clabaugh, Frank Odeou, and Tom Beste. Warren made a motion, seconded by Melanie, to approve the November, 2022, minutes. Motion carried 3-0 with last year's members voting approval, with Betty absent and Chuck running a few minutes late. The agenda was accepted as presented.

PUBLIC COMMENTS: None.

NEW BUSINESS: Election of officers for 2023—Warren made a motion, seconded by Dan, to elect Chuck chairman, Chad vice-chair, and Warren secretary. Motion carried 6-0. Chuck took over chairing the meeting.

After some discussion about personal schedules, Warren made a motion, seconded by Chad, to approve the 2023 regular meeting schedule on the fourth Mondays of the month at 6:30 p.m. Motion carried 6-0.

Chad made a motion, seconded by Chuck, to approve the 2022 Annual Report and recommend it to City Council. Motion carried 6-0.

Annual Work Program proposal as per the by-laws—with some input from Alan, Warren made a motion, seconded by Melanie, to recommend our Parks and Recreation Plan and review of the Historic Overlay District regulations and our By-Laws for our 2023 goals. Motion carried 6-0.

Our next scheduled regular meeting would be February 27th at 6:30.

OLD BUSINESS: Historic Overlay District Review—Kym will work on preparing some new binders with pertinent documents included for review.

ZONING ADMINISTRATOR REPORT—Alan shared that Family Dollar should be breaking ground in the spring at the north end of town.

COMMISSIONER COMMENTS—Chuck shared that he has had some difficulty getting the attachments up on communications, also apparent from some others and using various providers. Kym said to be sure to keep her up with current email addresses.

Chad made a motion, seconded by Dan, to adjourn at 6:25. Motion carried 6-0.

<i>Zoning District</i>	<i>Minimum Lot Area (Sq. ft.)(1)</i>	<i>Minimum Lot Width</i>	<i>Setbacks (Front/Sides/Rear)</i>	<i>Maximum Height</i>	<i>Maximum Lot Coverage</i>
<i>R-1 Residential</i>					
1-family dwelling	9,600	66 ft.	20/10/35	25 ft.	25%
1-family dwelling	15,000(2)	100 ft.	30/15/35	25 ft.	15%
2-family dwelling	7,600(3)	100 ft.	30/15/35	25 ft.	25%
3-4 family dwelling	7,600(3)	120 ft.	40/20/40	30 ft.	25%
<i>R-2 Residential</i>					
1-family dwelling	7,200(3)	66 ft.	20/10/30	25 ft.	25%
2-family dwelling	6,000(3)	80 ft.	20/10/30	25 ft.	30%
3-6 family dwelling	5,000(3)	120 ft.	40/20/40	35 ft.	35%
<i>R-3 Residential</i>					
1-family dwelling	7,200(3)	66 ft.	20/10/30	25 ft.	25%
2-family dwelling	6,000(3)	80 ft.	20/10/30	25 ft.	30%
3-8 family dwelling	4,000(3)	120 ft.	40/20/40	35 ft.	35%
9+ family dwelling	4,000(3)	140 ft.	40/20/40	35 ft.	35%
<i>O Office</i>	6,000(3)	66 ft.	20/10/35	30 ft.	40%
<i>B-1 Highway Commercial</i>	12,000(3)	80 ft.	50/10/30(4)	30 ft.	40%
<i>B-2 Central Business</i>	No minimum	None	0/0/0	35 ft.	100%
<i>I-1 Industrial</i>	40,000(3)	200 ft.	75/50/50(4)	40 ft.	50%
<i>I-2 Industrial Park</i>	40,000	150 ft.	50/15/15(5)	40 ft.	50%
(1) For all residential districts, the minimum lot area shown is per dwelling unit					
(2) Without public sanitary sewer, but with an approved on-site septic tank and drain field					
(3) Not permitted unless served by public sanitary sewer					
(4) If abutting residential use and area are planned for residential use, the required minimum setback shall be increased by 50% of the amount stated					
(5) 50 feet if abutting or facing any residential use or residential zoning district					

(Ord., §§ 307, 307.1, passed 6-11-2002)

§ 152.026 HISTORIC OVERLAY DISTRICT.

(A) *Purpose.* The purpose of this section is to safeguard the heritage of the city by preserving a district in the city which reflects elements of its cultural, social, economic, political, or architectural

history; to stabilize and improve property values in such district; to foster civic beauty; to strengthen the local economy; and to promote the use of historic districts for the education, pleasure, and welfare of the citizens of the city.

(B) *Overlay District.* This Historic Overlay District shall be a superimposed district over the Zoning Map established by this chapter. The regulations of this Overlay District are in addition to any regulations in the underlying zoning districts. The regulations of this District supersede all conflicting regulations of the underlying zoning districts to the extent of such conflict and no further. The Historic Overlay map on the subsequent page shall establish the Overlay District.

(C) *Uses permitted.* Any land use permitted by right in the underlying zoning district shall be permitted in this Overlay District subject to the requirements of this Overlay District. Any land use permitted by special use permit in the underlying land use district shall be permitted in this Overlay District, subject to the standards, conditions, and approvals required for a special use permit in addition to the requirements of this Overlay District.

(D) *Use regulations.*

(1) Because of the unique historic character of the central business area of the city no development, preservation, and beautification will be permitted without a site plan approval by the Planning Commission.

(2) In addition to the requirements for preparation of a site plan, pursuant to division (E) of this section, the site plan shall also include:

(a) A rendering of exterior architectural features, along with a notation of materials and colors proposed to be used;

(b) A rendering of proposed signs, lamp posts, structures on sidewalks; and

(c) A rendering of the building, in relationship to the surrounding area, such as but not limited to adjacent buildings.

(3) At least two copies of the renderings shall remain as file copies with the site plan.

(E) *Historic standards.* In addition to the standards for site plan review, pursuant to division (F) of this section, standards shall also include the following consideration. In reviewing plans, the Planning Commission shall give consideration to:

(1) The historic or architectural value and significance and its relationship to the historical value of the surrounding area, using design guidelines which address exterior features of the building;

(2) The relationship of the exterior architectural features of the structure, including but not limited to signs, lamp posts, structures on sidewalks, to the rest of the structure and to the surrounding area; and

(3) The general compatibility of exterior design, arrangement, texture, and materials proposed to be used.

(a) The Planning Commission shall pass only on exterior features of a structure and shall not consider interior arrangements.

(b) In case an application for repair or alteration affecting the exterior appearance of a structure or for the moving or demolition of a structure which the Planning Commission deems so

valuable that the loss thereof will adversely affect the overall character of the historic area, the Planning Commission shall endeavor to work out with the owner an economically feasible plan for preservation of the structure.

(c) An application for repair or alteration affecting the exterior appearance of an historic structure, or for its moving or demolition, shall be approved by the Planning Commission if any of the following conditions prevail, and if in the opinion of the Planning Commission, the proposed changes will materially improve or correct these conditions.

1. The structure constitutes a hazard to the safety of the public or its occupants.
2. The structure is a detriment to a major improvement program which will be of substantial benefit to the community.
3. Retention of the structure would cause undue financial hardship to the owner.
4. Retention of the structure would not be in the best interest of the majority of the community.

(F) *Review procedure.*

(1) *Review procedure.* Review of a site plan shall be as provided for in § 152.106.

(2) *Site plan.* When reviewing a site plan, the site plan shall be approved if there is substantial compliance with the guidelines as set forth in this chapter. All decisions of the Planning Commission related to the historic preservation aspect of site plan reviews shall be appealed to the Zoning Board of Appeals, if the disagreement with a review decision is based on substantial evidence.

(Ord., § 308, passed 6-11-2002)

DISTRICT USES

§ 152.040 USES IN DISTRICTS.

Permitted and special land uses for each district are set forth in the District Use Schedule set out in §§ 152.041 through 152.048. Any use not expressly listed for a district is prohibited in that district. Special land uses require the review and approval of the Planning Commission subject to the provisions of §§ 152.105 and 152.106.

(Ord., § 306, passed 6-11-2002)

§ 152.041 R-1 (LOW DENSITY RESIDENTIAL DISTRICT).

(A) *Permitted uses.*

- (1) Single-family detached dwelling;
- (2) Home occupation;
- (3) Family day care home;