

**MINUTES OF THE REGULAR MEETING OF THE CITY OF ROMULUS PLANNING
COMMISSION HELD ON MONDAY, FEBRUARY 19, 2014**

1. The meeting was called to order by Chairperson Freitag at 7:00 p.m.
2. Roll Call Showing: Byron Butler, Michael Glotfelty, Diane Banks-Lambert, Daniel McAnally, Celeste Roscoe, Melvin Zilka and Cathy Freitag
Excused: David Paul & Michael Prybyla

Also in attendance: Carol Maise, City Planner

3. Motion by Zilka supported by Lambert to approve the agenda as presented. Roll Call Vote: Ayes – Zilka, Lambert, Roscoe, McAnally, Butler, Glotfelty, and Freitag. Nays – none. Motion Carried.

Agenda

1. Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Approval of the minutes of the regular meeting of the Planning Commission held on Monday, November 18, 2013.
5. Comments from Public on Non Agenda Items
6. Public Hearings
 - A. PC-2014-002/003; Terra Contracting Services Outdoor Storage Yard, requesting special land use and site plan approval for a 19,080 square foot outdoor storage yard for metal containers and portable trailers located at 6760 Metroplex Drive between Middlebelt and Ecorse Roads. Parcel # 82-80-008-01-0016-300. Zoning: M1 – Light Industrial District. (Action required: Make recommendation on the special land use to City Council and take action on site plan.)
7. Old Business
8. New Business
 - A. PC-2014-005; Special Tree Rehabilitation Systems Neurocare Campus East – Phase 1, requesting final PDA site plan approval for an eighteen (18)-bed, 22,480-square foot adult foster care large group home and six (6) barrier-free duplex units located at 38976 Chase for Special Tree Rehabilitation Systems Neurocare Campus East – Phase 1. Zoning: RM/PDA – Multiple-Family/Planned Development Area District. (Action required: Take action on final site plan.)
 - B. PC-2014-001; DDA Downtown Public Parking Lot, requesting site plan approval for a new 15-space parking lot on a 0.17+- acre parcel on the west side of Shook Road between Goddard and Sterling Roads. Parcel # 82-80-078-01-0297-000. Zoning: CBD-2 – Central Business District 2. (Action required: Take action on site plan.)
 - C. 2013 Planning Commission Annual Report; Pursuant to Public Act 33 of 2008, as amended, an annual report has been prepared detailing activity of the Commission during 2013.

(Action required: Review and approve 2013 Planning Commission Annual Report and recommend that the report be submitted to the Mayor and City Council.)

D. 2014 Planning Commission Regular Meeting Dates. (Action required: Review dates and make a motion.)

9. Cases Involving Advice or Input from the Planning Commission

10. Reports

A. Chairperson

B. City Planner

1. Planning Department Status Report

11. Reports on Interest Designation

12. Communications

13. Adjournment

4. Motion by Glotfelty supported by McAnally to approve the minutes of the regular meeting of the Planning Commission held on Monday, November 18, 2013. Roll Call Vote: Ayes – Glotfelty, McAnally, Roscoe, Zilka, Lambert, and Freitag. Nays – None. Abstain – Butler. Motion carried.

5. Comments from Public on Non Agenda Items – None.

6. Public Hearings

A. PC-2014-002/003; Terra Contracting Services, requesting special land use and site plan approval for a 19,080 square foot outdoor storage lot for metal containers and portable trailers located at 6760 Metroplex, on the west side of Metroplex Drive between Middlebelt and Ecorse Roads. Parcel # 82-80-008-01-0016-300. Zoning: M1 – Light Industrial District. (Action required: Make recommendation on the special land use to City Council and take action on site plan.)

Chairperson Freitag opened the meeting for discussion and comments from the petitioner.

Shawn Keough, Wade Trim, engineer; Steve Minella, Terra Contracting, petitioner; and Howard Goldman, Honigman, Miller, Schwartz, Cohn, LLP attorney, came forward representing the applicant.

- Mr. Keough gave a brief overview of the project and stated that Terra Contracting has been located in the City of Romulus for four (4) years on Metroplex Drive. They are currently operating out of a thirty-five thousand (35,000)-square foot building and they are requesting approval for just over nineteen thousand (19,000) square feet of outdoor storage. They are currently storing materials such as roll-off vehicles and frac tanks outdoors on a site directly across the street. Special land use approval for the proposed outdoor storage area is requested. The site is zoned M-1 Light Industrial and is surrounded by sites that are also zoned M-1 Light Industrial. A picture of the parking lot that shows the adjacent wooded area where they

would like to relocate the storage lot was shown. The storage lot will be located on the north side of the building where there are currently two (2) existing lights and the petitioner would like to add two (2) additional lights for the security of the storage area which will not be seen due to the densely wooded area surrounding the existing building. The petitioner intends to consolidate everything from the leased lot across the street at 6760 Metroplex. The frac tanks are similar in size to a tractor trailer and they weigh approximately thirteen (13) to fourteen (14) tons and are mobile enough to be relocated. Since the outdoor storage area is greater than twenty five (25) percent of the building size as indicated on the site plan, per the Ordinance special land use approval is required. Once the Planning Commission recommends approval, the petitioner will go before the City Council for final approval of the Special Land Use.

- Mr. Keough continued by saying that there will be no problem meeting the setback requirements as the minimum front yard is thirty (30) feet, the side yard setback is ten (10) feet and the rear yard setback is ten (10) feet. The proposed setback for the front is one hundred and fifty (150) feet, the proposed side yard setback is one-hundred ninety five (195) feet and the proposed rear yard setback is one-hundred and fifty (150) feet. The proposed storage area is one-hundred and fifty nine (159) feet to the north and one-hundred and twenty feet wide. The petitioner is requesting a waiver to allow a six (6) foot high black vinyl-coated chain link fence around the storage area instead of the required masonry wall. Also being requested is a gravel parking lot due to the weight of the frac tanks and roll-off containers that will easily damage the pavement over time. Mr. Keough noted that the petitioner is proposing the outdoor storage area be nestled up to the north side of the existing building which is surrounded on the west by one-hundred and fifty (150) feet of vegetation, to the north by over two-hundred (200) feet of vegetation along with a berm, along with existing significant screening along Metroplex. The petitioner is also proposing additional landscape screening on the east side as well.
- Mr. Keough finished by stating that the petitioner is requesting a waiver from the six (6) foot masonry wall requirement, paved surface requirement as well as the concrete curb around the storage area. He thanked the city staff and all the consultants who helped provide guidance throughout this process and to the Planning Commission for considering the petitioner's request. Terra Contracting wants everyone to know that they are proud to be located in the City of Romulus and they will be happy to answer any questions the commissioners may have.

Let the record show an affidavit of first class mail has been shown and is on file.

Chairperson Freitag opened the meeting up to comments from the public and asked if anyone wished to speak on this matter.

- Ms. Maise commented that she has had a couple phone calls from Terra Contracting neighbors who had received the public hearing notice and wanted to know what was proposed. Once she explained what the petitioner was intending, they stated that Terra Contracting is a great neighbor and that they have no problems with this development and they did not feel the need to show up this evening.

Chairperson Freitag closed the public comments portion of the meeting and opened the meeting up to questions from the commissioners.

- Mr. Zilka questioned whether the tanks are ever flushed out on the site.

- Mr. Minella answered no and stated that the tanks are brought back from a job site empty with no hazardous materials in them whatsoever. The protocol is that when the tanks are taken to a job site and utilized they are cleaned on the job site and brought back to the Terra property empty. The empty tanks weight approximately twenty-six thousand (26,000) pounds and trying to transport them with any materials in them is out of the question.
- Mr. Butler asked Mr. Keough to describe the fence that is being proposed.
- Mr. Keough replied that the fence is in intended to be a six (6)-foot high chain link fence with black vinyl coating so that it blends in well. The petitioner is not proposing barbed wire and he stated that the gate will be twenty (20) feet wide or wider to accommodate Fire Department access and it will be locked. There has been discussion about utilizing four (4)-foot high red or orange flags to delineate the fire lane.
- Mr. Butler questioned how many of the units would fit in the storage area.
- Mr. Minella answered that it would depend on the overall size of the trailers and layout. He estimated that fifteen (15) is the typical number that they have on site but that they do have branches all across Michigan and as far away as San Antonio. Typically they have twelve (12) to fifteen (15) of the frac tanks and eight (8) to ten (10) of the roll-off trailers in use but it would be extremely rare that they are on site at the same time.
- Mr. Keough stated that there are three (3) at the location as of yesterday.
- Mr. Butler asked Mr. Keough to explain exactly where the gravel surface would be in relation to the fenced-in area as the site plan shows a grassy area in between the existing pavement and the proposed gravel storage lot.
- Mr. Keough answered that the intention is for the entire area within the fence to be gravel with a small greenbelt to include the evergreens on the east side with the pavement on the other side adjacent to that.
- Mr. Butler clarified that the fence would be on the same side as the front of the building.
- Mr. Keough showed the Commission on the site plan the area in question.
- Mr. Glotfelty questioned whether Terra Contracting intends to do any steam cleaning of their equipment on site. He also noted that he has concerns with regards to sediment retention.
- Mr. Minella responded that it is his understanding that the code does not allow for the washing of vehicles due to the contaminated water than would result. He said that they will not be washing equipment on site but will be taking it to a truck stop where there is power washing equipment for their type of equipment.
- Mr. Glotfelty stated that he has concerns with the setback of the existing fuel containment tank in relation to the building and questioned what the setback requirements for that is.
- Mr. Minella replied that he could not answer that but that he would certainly comply to whatever the requirement is.
- Ms. Maise questioned Marcus McNamara, City Engineer from OHM as to whether he knew what that setback requirement.
- Mr. McNamara answered that he is not aware of the fire codes.
- Ms. Maise noted that the Fire Chief will have the opportunity to review this site plan before it moves on to City Council and during construction review so we will get the answer before that.
- Mr. McAnally questioned what the petitioner's plan is with regards to the parking requirements.

- Mr. Keough stated that based on the best count they can get since the lines that are there are pretty faded, they believe there are currently twenty-two (22) existing spaces. Once the petitioner is done striping they believe they will have approximately twenty-eight (28) to thirty (30) spaces including two (2) barrier-free spaces. Mr. Minella will explain how that relates to the number of employees as there is not a problem with the existing parking.
- Mr. Minella explained that Terra Contracting does environmental emergency responses and that his personal may not necessarily respond from the proposed site as the response time is key to their success. Also there are occasions when they are responding to out-of-town locations with their own vehicles. Although they have forty-five (45) employees, they may only have twenty (20) or so utilizing the parking spots at the proposed site given that some may be traveling to job sites out of town. They also have occasion when employees from their Kalamazoo office are responding to calls on this side of the state as well. If that is the case they would be traveling in a company truck and it would typically be parked inside the warehouse portion of the building. He finished by saying that the parking lot is not going to be filled at any one time as employees will be out on job sites or at different locations.
- Mr. McAnally questioned Ms. Maise as to whether a waiver for the parking will be required.
- Ms. Maise answered that because it is an existing site, the existing parking can continue. If the use were to change or the expansion involved bringing more people onto the site, parking would need to be addressed. Or if there were parking issues, for example in the fire lane or if the City started getting complaints that there was parking in the road, then it would become an enforcement issue and they would have to utilize some of the storage lot for additional parking spaces. This may be an existing nonconforming situation than can continue.
- Mr. Zilka questioned Mr. Minella whether he is willing to use the calcium chloride should the city start to receive any complaints about dust.
- Mr. Minella answered that he has no problem mitigating any dust that is created keeping in mind that this is not a high speed area that would kick up dust.

Motion by McAnally supported by Zilka to recommend to the Romulus City Council special land use approval for PC-2014-002; Terra Contracting Outdoor Storage Yard at 6760 Metroplex based upon the finding that the proposed outdoor storage area is consistent with the Master Plan, compliant with the standards of the Zoning Ordinance, and compatible with adjacent land uses; the proposed use will not negatively impact the environment, traffic or public services. This approval is subject to the following:

1. Review and approval of the site plan by the Planning Commission;
2. A waiver to the screen wall requirement; and
3. A waiver to the hard surface pavement and curbing requirement.

Roll Call Vote: Ayes – McAnally, Zilka, Butler, Glotfelty, Roscoe, Lambert & Freitag. Nays – None. Motion Carried.

Motion by Lambert supported by Butler to approve the site plan for PC-2014-003; Terra Contracting Outdoor Storage Yard at 6760 Metroplex subject to:

1. Special land use approval by the City Council; and
2. The submittal of eleven (11) sets of a revised site plan to be reviewed administratively addressing the following:
 - a. Clarification and revised illustrations of the existing parking spaces.
 - b. Accurate dimensions of the parking spaces to verify that they comply with ordinance requirements.
 - c. Pavement repairs will be as determined by the city.
 - d. Clarification on the type of plant material proposed.

Roll Call Vote: Ayes – Lambert, Butler, Glotfelty, Roscoe, Zilka, McAnally & Freitag. Nays – None. Motion Carried.

7. Old Business – None.

8. New Business

- A. PC-2014-005; Special Tree Rehabilitation Systems Neurocare Campus East – Phase 1, requesting final PDA site plan approval for an eighteen (18)-bed, 22,480 square foot adult foster care large group home and six (6) barrier free duplex units located at 38976 Chase for Special Tree Rehabilitation Systems Neurocare Campus East – Phase 1. Zoning: RM/PDA – Multiple-Family/Planned Development Area District. (Action required: Take action on final site plan.)

Chairperson Freitag opened the meeting for discussion and comments from the petitioner.

Jack Richert, Special Tree, Ltd., Justin Novak, Smith & Sherman, Architect & Jackie Robbins came forward representing the petitioner.

- Mr. Richert stated that they have been operating in the City of Romulus for forty (40) years and are very proud to be doing business here. He noted that Justin Novak will be making the presentation this evening and will answer any questions.
- Ms. Maise explained that as directed by the Planning Commission, the focus of the final site plan has been on the traffic calming within the duplex area. The petitioner worked with the City of Romulus staff along with Brad Strader from LSL Planning and Justin from Smith & Sherman to get it all straightened out and those changes are what they are presenting.
- Mr. Novak gave a brief overview of the changes to the site plan since the preliminary site plan review. Phase I, although the timeframe will remain the same, will only consist of the construction of the eighteen (18)-bed foster care large group home and Phase II will consist of the construction of the twenty (20)-bed large group home. The preliminary site plan included the construction of the eighteen (18) and twenty (20)-bed facilities in Phase I and now they are splitting up the two facilities into separate phases. With regards to the traffic calming, measures have been put in place to insure that people slow down especially at all pedestrian crossings by bringing the curbs in by three (3) feet so that the roadway narrows to twenty (20) feet at the crosswalks instead of the proposed twenty-six (26) feet for the remainder of the roadway. Each crosswalk will be striped and will also include two (2) light balers on each side along with landscaping. The pavement will also be raised at the crosswalks by six (6) inches which will be a little more subtle than a speed bump. The

presentation to City Council for the PDA included renderings that illustrated the use of natural materials such as brick and cedar siding for the residential duplexes.

- Ms. Robbins stated that PDA also shows the changes to the construction phases illustrating that Phase I will take a year longer than originally proposed and Phase II will be a year shorter with the overall duration being the same.
- Mr. Rickert noted that the proposed site plan complies with ordinance requirements and incorporates everything that the City of Romulus has requested. Special Tree always complies with the City requirements and even tries to exceed expectations. He thanked the Planning Commission for their time and consideration.
- Ms. Freitag responded that Special Tree is a first class operation that does everything they say they will do and then some. She has no doubt the proposed expansion will be just as beautiful as the existing site.
- Mr. Rickert commented that they had some Romulus High School students come to the facility to take prom pictures in the back yard.
- Ms. Maise explained that when Special Tree went before City Council for the rezoning and PDA approval there were concerns brought up about the traffic along Chase Road and construction traffic. Although it was not a condition of approval, Special Tree has added a provision in the PDA agreement prohibiting construction traffic along Chase Road.
- Ms. Robbins stated that they are also adding a sign on Hannan Road stating that construction traffic is prohibited along Chase Road.
- Ms. Maise noted that the City of Romulus is very grateful that they will provide the sign.
- Mr. Zilka questioned when the construction will commence once they have received final approval.
- Ms. Robbins answered that it is their hope to start sometime in early May.
- Mr. Rickert stated that their contractor has already been in contact with a local excavator.

Motion by Zilka supported by McAnally to approve the final PDA site plan for PC-2014-005; Special Tree Rehabilitation Systems Neurocare Campus East Phase 1 conditioned upon submittal of a revised site plan to be reviewed administratively.

Roll Call Vote: Ayes – Zilka, McAnally, Roscoe, Lambert, Butler, Glotfelty and Freitag. Nays – None. Motion Carried.

- B. PC-2014-001; DDA Downtown Public Parking Lot, requesting SPR approval for a new 15-space parking lot on a 0.17+- acre parcel on the west side of Shook Road between Goddard and Sterling Roads. Parcel # 82-80-078-01-0297-000. Zoning: CBD2 – Downtown District. (Action required: Take action on site plan.)

Maria Lambert, DDA Director, City of Romulus & Marcus McNamara, OHM Advisors, Engineer, came forward representing the petitioner.

- Ms. Maise informed the Commission that although the Downtown Gateway and Wayfinding Package was submitted as part of the Planning Commissions packets, it is for consideration only and no action is required. The portion that falls within the Planning Commission's jurisdiction is the approval for proposed parking lot.
- Mr. McNamara gave a brief overview of the proposed project and stated that OHM was retained to design the reconstruction of Goddard Road from Romaine all the way through to Wayne Road as Phase II. Phase I was completed last summer from Five Points through to

Romaine and Phase II of the project will include streetscape elements from Romaine through to the railroad tracks. With that portion of the project being located within the DDA district, the DDA became involved financially and their input was also needed. There were components of the project that did not qualify for the federal grant such as the streetscape component that was removed from the road project and included with some other projects that the DDA desired and that is the packet submitted to Planning Commission this evening.

- Mr. McNamara continued by saying that OHM looked all the components that the DDA desired in addition to the road project which included signage in the right-a-way along the DDA corridor and beyond, improvements at the Historical Park and improvement of a DDA parcel north of Goddard Road and west of Shook from a vacant parcel to a public parking lot. During the review process it was determined that the parking lot project does require Planning Commission review and approval. Although the other components of this project do not require Planning Commission review and approval they will certainly welcome any feedback the Planning Commission may have. The road portion of this project will go out for bid shortly and will be opened on April 4th and the parking lot project will go out for bid shortly after that with the hope that the contractor awarded the bid for the road project will bid on this project as well at a discount.
- Mr. McNamara stated the proposed parking lot parcel is one hundred fifty (150) feet by fifty (50) feet and is adjacent to the Dollar Bill's building off Goddard Road. There is an existing twenty (20)-foot wide public alley on the west side of the Dollar Bill's building and the Whistle Stop building is located on the west side of a vacated alley which has a small pavement area behind the building that could use improvement as well. OHM reviewed various scenarios to get the maximum amount of spaces and still get the circulation to function properly. The proposal includes one-way traffic entering off of Goddard Road and exiting onto Shook Road which complements the Goddard Road Streetscape project very nicely and includes a bump-out onto Goddard Road for pedestrian crossing. The pedestrian crossing will be marked with signage for public parking as well. During the review process it was determined that stripped dead zones were required for a side and rear door to the Whistle Stop building that are currently not being utilized but may be at some point in the future as well as a dead zone near the existing dumpster. The plan also includes the relocation of two (2) utility poles that are currently located along the west property line to improve circulation. They also confirmed that the large concrete pad that is currently being utilized for parking located at the entrance off of Goddard will not be negatively impacted. They also confirmed that a garbage truck will be able to maneuver the site even though it may be a little tight without entering private property. The proposed site includes angle parking along with barrier free parking, parallel parking, sidewalks along the rear of the buildings and a four (4)-foot wide greenbelt separation between the proposed site and the property to the north.
- Ms. Maise commented that the one other thing she would like to add was regarding the snow storage. DPW commented that based on the winter snow there was some concern initially with the tightness of the parking lot so Marcus and Brad Strader from LSL worked on widening some things out.
- Mr. McNamara noted that a parallel parking space was eliminated on the southwest corner to significantly widen the inturn and outturn. The grading has been completed and is designed so that trucks will not be jumping a curb along the adjacent alley. There are two (2) connections for the storm water systems on Goddard and Shook and this existing system has the capacity for both and an additional catch basin may be added for the gravel lot.
- Mr. McNally questioned whether a waiver is required for the alley.
- Ms. Maise answered that the Planning Commission has the ability to waive the requirement by approving the site plan with the waiver noted on the plans.

- Mr. McAnally stated that Planning Commission just needs to be aware of the waiver and that it is part of the approval.
- Ms. Maise stated that it fits the criteria for the waiver in that it is in the downtown area where it would be very difficult to meet the standards.
- Mr. Glotfelty questioned the correct number of spaces due to the fact that he has two different papers saying two different numbers of spaces.
- Mr. McNamara answered that there are fifteen (15) spaces in the lot east of the vacated alley and three (3) located behind the restaurant on the west side of the alley for a total of eighteen (18) spaces. The DDA intends to raise the elevation of the paved area behind the restaurant so that it does not get washed out during storms and stripe that area as well. He finished by saying that the spaces north of the vacated alley meet the ordinance requirements.
- Mr. Zilka stated that the last time he was in the old Whistle Stop building it was in pretty bad shape and questioned whether the DDA ever considered demolishing the building for additional parking.
- Ms. Lambert responded that the DDA had the building inspected by a local contractor who determined that the building was fairly sound. The previous owner had secured a Temporary Certificate of Occupancy due to blacktop requirements but that the building is really not in bad shape and she would happy to take the Planning Commissioners through it at any time.

Motion by McAnally supported by Roscoe to approve the site plan for PC-2014-001 DDA Pubic Parking Lot conditioned upon submittal of a revised site plan to be reviewed administratively.

Roll Call Vote: Ayes – McAnally, Roscoe, Zilka, Butler, Glotfelty & Freitag. Nays – None. Abstain – Lambert. Motion Carried.

9. Planning Commission Annual Report; Pursuant to Public Act 33 of 2008, as amended, an annual report has been prepared detailing activity of the Commission during 2013. (Action required: Review and approve 2013 Planning Commission Annual Report and recommend that the report be submitted to the Mayor and City Council.)
 - Ms. Maise reviewed the annual report and pointed that what while current development is not at the same level as that of the mid-2000's, it is continuing to increase. The total application count is up and in particular, we are doing a lot of cell tower compliance reports due to cell tower upgrades which requires reviewing old files and sites for compliance, all of which is very time consuming. The big project later this year will be the Master Plan which is required to be updated every five (5) years. This will be done in conjunction with the visioning process. The City of Romulus has contracted with OHM and a visioning task force will be put together. More information will be forthcoming. A couple key areas that may be addressed during this process are the Southern Gateway and Metro Centre Overlay Districts. Ordinance revisions are also being considered including medical marijuana. It is likely that another moratorium will be needed while the ordinance is being drafted.

Motion by Zilka supported by Lambert to approve the 2013 Planning Commission Annual Report as written and recommend that the report be submitted to the Mayor and City Council.

Roll Call Vote: Ayes – Zilka, Lambert, McAnally, Butler, Glotfelty, Roscoe & Freitag. Nays – None. Motion Carried.

10. 2014 Planning Commission Regular Meeting Dates. (Action required: Review dates and make a motion.)

Motion by Zilka supported by Glotfelty to approve the 2014 Planning Commission Regular Meeting Dates with the exception of September 22 being corrected to September 15.

Roll Call Vote: Ayes – Zilka, Glotfelty, Roscoe, Lambert, McAnally, Butler & Freitag. Nays – None. Motion Carried.

11. PC Cases Involving Advice or Input from the Planning Commission – None.

12. Reports

A. Chairperson

- Ms. Freitag stated that she hopes everyone had a good holiday and a Happy New Year.

B. City Planner

- Ms. Maise referenced her development status report and noted that while the many projects may appear small, it is a sign that people want to stay in the City of Romulus and improve their business.
- Mr. Glotfelty questioned the status of the Tim Horton's project on Merriman Road.
- Ms. Maise answered that they need to submit their revised site plan and they also have some floodplain issues that need to be resolved.
- Mr. Glotfelty also asked about the status of the Jimmy John's on Middlebelt.
- Ms. Maise responded that she has not heard from Jimmy John's since the Planning Department contacted them a couple months ago. They need to submit engineering plans.
- Ms. Freitag questioned the status of the McLane Food Service project.
- Ms. Maise replied that they have stated that they are focusing on a Cincinnati project with construction starting here possibly at the end of 2014.
- Mr. Zilka noted that the Romulus Village project is moving right along.
- Ms. Maise stated that Frank Jarbou has been working with the city on a gateway signs.

13. Reports of Interest Designation

- Ms. Roscoe stated that City Council will be holding a public hearing regarding the purchasing ordinance on Monday, February 24th at 7:00 p.m. This hearing allows the public to come in and make comments and suggestions or ask questions they may have in regards to the ordinance change. Also as Ms. Maise stated earlier the City of Romulus has contracted with OHM for the visioning process and City Council has been presented with a booklet outlining the process and how they plan to move the city forward with regards to the quality of life and the character of the city as well as other suggestions that may be made during the process. There will additional meetings and a committee will be formed and more information forthcoming with regards to that.
- Ms. Freitag commented that that is great as it will tie right in with the Master Plan and ordinance updates that are required every five years. Prior to the previous changes made to the ordinance and Master Plan it had been years and years since changes were made and it was such a massive project due to the many changes over all those years. She finished by saying that it makes the project much easier by updating the Master Plan every five years.

- Mr. McAnally mentioned that when the initial Master Plan was done through LSL, a lot of the previous visions were put in the current Master Plan and it's nice to see similar things are being done for this current update.
- Ms. Maise stated that as part of the current visioning process they will be reviewing City plans, documents, etc. and although it is not a land use plan, land use issues will likely arise in terms of what the city should look like.

14. Communications – None.

15. Adjournment

Motion by Zilka supported by McAnally to adjourn the meeting at 8:03 p.m. Roll Call Vote: Ayes – Zilka, McAnally, Butler, Glotfelty, Roscoe, Lambert and Freitag. Nays – None. Motion Carried.

lm



Michael Prybyla, Secretary
City of Romulus Planning Commission

