

**MINUTES**

**DRAFT**

**THOMAS TOWNSHIP PLANNING COMMISSION  
THOMAS TOWNSHIP PUBLIC SAFETY BUILDING  
8215 SHIELDS DRIVE, SAGINAW, MICHIGAN  
MARCH 20, 2019**

**Members Present**

R. Iamurri  
P. Lynch  
D. Sommers  
D. Bird  
S. Yockey

**Members Absent**

R. McDonald  
J. Curry

**Others Present**

D. Sika, Dir. Of Community Dev  
C. Watt, Plann’g Asst/Code Enf.  
M. Alm, Holy Cross Children’s Svcs.  
J. Hoist, H2A Architects  
2 Interested Parties

Mr. Iamurri called the meeting to order at 7:00 p.m.

**Approval of Minutes:**

Motion by Mr. Sommers, supported by Mr. Yockey, to approve the minutes of February 20, 2019 as presented.

**VOTE**

**5 YEAS**

**0 NAYS**

**2 ABSENT**

**MOTION CARRIED**

**Hearings:**

- A. Site Plan Review and Special Use Permit request by Holy Cross Children’s Services to utilize the property at 1030 North River Road, parcel #28-12-4-19-3001-000 as an office for their foster care services.**

Mr. lamurri opened the public hearing at 7:05 p.m. Mr. Michael Alm, Chief Facilities Officer for Holy Cross Children’s Services addressed the Planning Commission. He explained that Holy Cross is seeking Site Plan approval and a Special Use Permit to utilize the property located at 1030 North River Road which previously was used by the Sisters of the Missiondell as housing. The desire is to use the property to house the offices of the foster care services staff and administrative offices as well. The fifteen second floor bedrooms would be modified into fifteen offices and on the first floor office space would be set up for six full time administrative staff members. The building would never be used for overnight stays and would not be designed to do so. Ms. Jackie Hoist of H2A Architects spoke regarding the Site Plan that has been presented. Noting some changes to add additional parking and landscaping along the south property line. She also mentioned that new lighting is to be installed which would be compliant with the ordinance as to not shine into neighboring properties. Mr. lamurri noted that there were several contingencies located which would be necessary as part of any approval. Mr. lamurri opened for public comments at 7:15 p.m. Ms. Rose Ederer of 1195 North River Road addressed the Planning Commission. She was concerned that the facility was to be used to house juveniles and was glad to hear that it was only to be used as an office facility. She was glad to see the building being utilized instead of standing empty. Mr. lamurri reiterated again that a decision had previously been made by the ZBA regarding the facility and the contingency for approval was stipulated that there would not be any overnight stays in the facility. It is not going to be used as housing. The public hearing was closed at 7:20 p.m.

Motion by Mr. Lynch, supported by Mr. Sommers to approve the Site Plan and Special Use Permit requested for Holy Cross Children’s Services to utilize 1030 North River Road as an office for their foster care services With the following contingencies:

- The proposed changes to the building must meet the Township Flood Plain Ordinance, which requires in part that the renovations within the flood plain be limited to below 50% of the total value of the property.
- A sidewalk agreement must be signed for the property, deferring sidewalks until a future date.
- Electrical lines, sewage lines and gas lines need to be shown.
- Water lines need to be indicated.
- Lot widths, boundary dimensions and lot size need to be shown.
- A front elevation must be submitted.
- New dumpster enclosure details need to be provided.
- A landscape greenbelt plan needs to be provided.
- Parking lot elevation must be provided.
- Storm drains need to be indicated.
- Egress/ingress measurements need to be shown.
- An illumination plan showing type and height of lighting must be provided.
- Any signage needs to be noted along with the new signage location and size.
- All comments by the DPW are met as per attached sheet.

**VOTE      5 YEAS      0 NAYS      2 ABSENT      MOTION CARRIED**

**New Business:**

**A. May 15<sup>th</sup> Planning Commission meeting date change.**

Due to staff not being present on this date, it is necessary to change the date of the may 15<sup>th</sup> Planning Commission meeting to may 22<sup>nd</sup>, 2019.

Motion by Mr. Sommers, supported by Mr. Bird, to change the May meeting date of the Planning Commission to May 22<sup>nd</sup>, 2019

**VOTE            5 YEAS            0 NAYS            2 ABSENT            MOTION CARRIED**

**Adjournment:**

Motion by Mr. Yockey, supported by Mr. Sommers, to adjourn the meeting at 7:22 p.m.

**VOTE            5 YEAS            0 NAYS            2 ABSENT            MOTION CARRIED**