



## City of Rochester

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400 Sixth Street  
Rochester, MI 48307  
P: (248) 733-3700  
F: (248) 733-3170  
[www.rochestermi.org](http://www.rochestermi.org)

### PLANNING COMMISSON REGULAR MEETING AGENDA

**Chair David Gassen**  
**Vice Chair & Council Member Christian Hauser**  
**Mayor Nancy Salvia**  
**Members: Daniel Bachmann, Jessica Clauser, Richard Kendziuk,**  
**Laura Murphy & Matthew Stone**

**\*See Attached Document for Virtual Meeting Instructions\***

<b>400 Sixth Street</b>	<b>February 3, 2025</b>	<b>7:00 PM</b>
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1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Public Comment
4. Approval of the Minutes
  - A. Consideration of the Minutes of the Regular Meeting of January 6, 2025.
5. Public Hearings
6. Considerations:
  - A. Discussion of the next steps in the Master Plan approval process.
7. Miscellaneous
8. Public Comment
9. Adjourn

NOTE: Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's Office at 248-733-3700 forty-eight (48) hours prior to the meeting. Staff will be pleased to make the necessary arrangements to provide necessary reasonable accommodations, including auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting.



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### Procedure for Hybrid Public Meeting

The City has returned to in-person public meetings as of September 7, 2023, with limited online capabilities. The public bodies (our boards and commissions) are meeting in-person; however, some staff, consultants, and guests will still be able to participate remotely. While in-person audience seating is now available, with limited COVID-19 procedures in place, staff asks that anyone who feels sick not attend in-person.

If you choose to participate virtual, please follow the links and information below:

- Live stream audio and video content on two (2) separate streaming platforms available at the City's [YouTube](#) and at the City's website at [www.rochestermi.org/201/City-Webcasts](http://www.rochestermi.org/201/City-Webcasts). (Click the "Live" links to go there.)
- The City remains committed to accessibility; however, due to the limitations of technology, City staff encourages residents to send an email with your comments to [rsvp@rochestermi.org](mailto:rsvp@rochestermi.org) prior to the meeting, but not later than Noon on the day of the meeting, so that your comments can be read into the record. This will decrease the demand on our virtual meeting infrastructure. (After Noon on the day of the meeting, email comments to: [jpeckens@rochestermi.org](mailto:jpeckens@rochestermi.org))
- For those who prefer to use a telephone to participate, you will need to call (312) 626-6799 and enter meeting **ID: 858 385 16235** When prompted, enter a participant number or just touch the # key. During the call, use \*9 to raise hand and you will be "called on" by the last 3-digits of your phone number. (For example, my last digits are 8029. Callers will be asked to speak by referencing the last 4-digits of their phone number.) Note: Phone participants will have their numbers masked, for privacy.
- To provide additional opportunity to participate, members of the public are welcome to join the meeting by copying and pasting the following link in their browser: **<https://us02web.zoom.us/j/85838516235>** (Downloading Zoom is required.)
- We appreciate your understanding as staff will do our best to assist everyone; but, **please be advised for virtual meetings there is a three (3) minute limit for public comments.**

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1. CALL TO ORDER AND ROLL CALL

A meeting of the City of Rochester Planning Commission (PC) was called to order on January 6, 2025, at 7:00 p.m. by Chairman Gassen.

PRESENT: David Gassen, Chairman  
Christian Hauser, Vice Chairman  
Nancy Salvia, Mayor  
Dan Bachmann, Commissioner  
Jessica Clauser, Commissioner  
Richard Kendziuk, Commissioner  
Eric Lord, Commissioner  
Laura Murphy, Commissioner

ABSENT: Matt Stone, Commissioner

quorum was present.

Also Present: Nik Banda, City Manager  
Jeff Kragt, City Attorney (Zoom)  
John Jackson, McKenna Planner (Zoom)  
Jeremy Peckens, Planning and Zoning Administrator  
Rose McKinney, Planning Clerk (Zoom)

2. PLEDGE OF ALLEGIANCE

Chairman Gassen led the reciting of the Pledge of Allegiance.

3. PUBLIC COMMENT NON-AGENDA ITEMS

There was no public online or in person that wished to be heard.

4. APPROVAL OF MINUTES

A. Consideration of the Minutes of the Planning Commission Meeting of December 2, 2024.

MOTION by Salvia supported by Murphy to approve the minutes of December 2, 2024.

Ayes: Gassen, Hauser, Salvia, Bachmann, Clauser, Kendziuk, Lord, Murphy

Nays:

Absent: Stone

MOTION Carried.

5. PUBLIC HEARINGS

There were no public hearings held.

6. CONSIDERATIONS

- A. Consideration of 816 Ludlow Ave. – Request for site plan approval for an exterior and Interior Renovation of the Rochester Community House. Request to set a Public Hearing.

City Manager, Nik Banda and John Jackson from Mckenna gave a brief overview of the project. A two-million-dollar grant was awarded for this project. Rewold will be the general contractor. This will be a request for special exception and site plan for a public hearing. They are asking to keep the tent up during the construction. John stated that clarification was needed on the original drawing and revised as to what is different. There is a question on the pathway for the NW corner. Lastly, the previous request ,neighbors did not want a screening wall. It is recommended to place the request on the next available agenda for a public hearing.

Alan Smith, Executive Director of the Rochester Community House, was present. Next July 1, the Community House will be celebrating fifty years. Alan gave an overview of the current condition of the grounds and the grading for the basement project. The basement is expected to be 2000 square feet with bathrooms and an elevator. The building has been piecemealed over the years and it was recommended to stay away from the foundations. The room that is called the lions room will be squared off and will be just a little bit bigger. The concrete pad will be redone as it is in a very poor state. The goal is to get moving quickly so the roof, Siding, decking and the tent be placed back up hopefully by April.

Aseel Putros from Anderson, Eckstein and Westrick Engineering firm was present and explained the flood plain area for this development. A permit was requested for a berm. The drainage plan was also shown. Grading plans will be submitted for the public hearing. A sump pump will also be placed in the basement.

Alan went over the basement footprint. A commercial HVAC system will not be needed. Outdoor lighting will also be addressed in the new submission.

Brief discussion ensued with various questions for the applicant to get them ready for the Public Hearing presentation.

MOTION by Hauser supported by Kendziuk to approve public hearing for the next available date

Ayes: Gassen, Hauser, Salvia, Bachmann, Clauser, Kendziuk, Lord, Murphy

Nays:

Absent: Stone

MOTION Carried.

8.MISCELLANEOUS

- A. City Council & Planning Commission Joint Meeting – update – Is set for January 23, 2025, at 7:00 p.m. at the Fire Hall. Documents will be sent out in advance.

9.PUBLIC COMMENT

There was no public online or in person that wished to speak.

10.ADJOURNMENT

Hearing there is no further business to discuss, the meeting was Adjourned at 8:06 P.M.

Respectfully Submitted,  
Rose McKinney, Building and Planning Clerk



Adoption of the new districts and a new zoning map will not impact any single-family or two-family residential district. However, adoption of the new zoning map will render some of the existing uses within the city non-conforming. An analysis of the current land uses within the city, resulted in identifying the following potential nonconformities:

- Dillman and Upton Home Improvement, Woodward Avenue (I-1 to Mixed Residential)
- Mr.C's Carwash, Woodward Avenue (I-1 to Mixed Residential)
- Fraternal Order of the Eagles, Woodward Avenue (1-1 to Mixed Residential; currently nonconforming and will continue to remain nonconforming)
- Class Action Fitness/Gym, Woodward (I-1 to Mixed Residential)
- DPW Public Yard, Wilcox (I-1 to Mixed Residential)
- Serra Collision Auto Body Shop, E.2<sup>nd</sup> Street (I-1 to MU)
- Metalmite Corporation – Machine Shop, Elizabeth Street (I-1 to MU)
- Excel decorating and Fabricating, E. 2<sup>nd</sup> Street (I-1 to MU)
- Many businesses on the north side of South Street, east of Diversion Street including any towing, collision repair, industrial fabrication and machining, manufacturing uses, etc. (I-2 to RTECH)

This list is comprehensive, but there may be a few additional parcels added to this list depending upon additional clarity of current uses.

## **NEXT STEPS**

Completing the ordinance amendment process will require the following steps:

1. A workshop meeting for the City Council (and new PC members) to update them on each of the districts, prior to placement of districts on their agenda for public hearings and consideration of adoption.
2. Planning Commission public hearing and recommendation of approval for the remaining districts
3. Update to all other relevant sections of the zoning ordinance such as schedule of regulations, supplemental regulations, sign regulations etc.
4. Rescinding or removal of all obsolete districts/text from the zoning ordinance.
5. Adopt new zoning map.

We are happy to provide support and guidance through all the above steps to get the zoning ordinance updated. Please let us know if you have any questions or concerns.

## **ATTACHMENTS:**

2022 Future Land Use Plan

Rochester Zoning Plan (Conversion of Future Land Use District to Zoning Districts)

Public Hearing Drafts of the following districts:



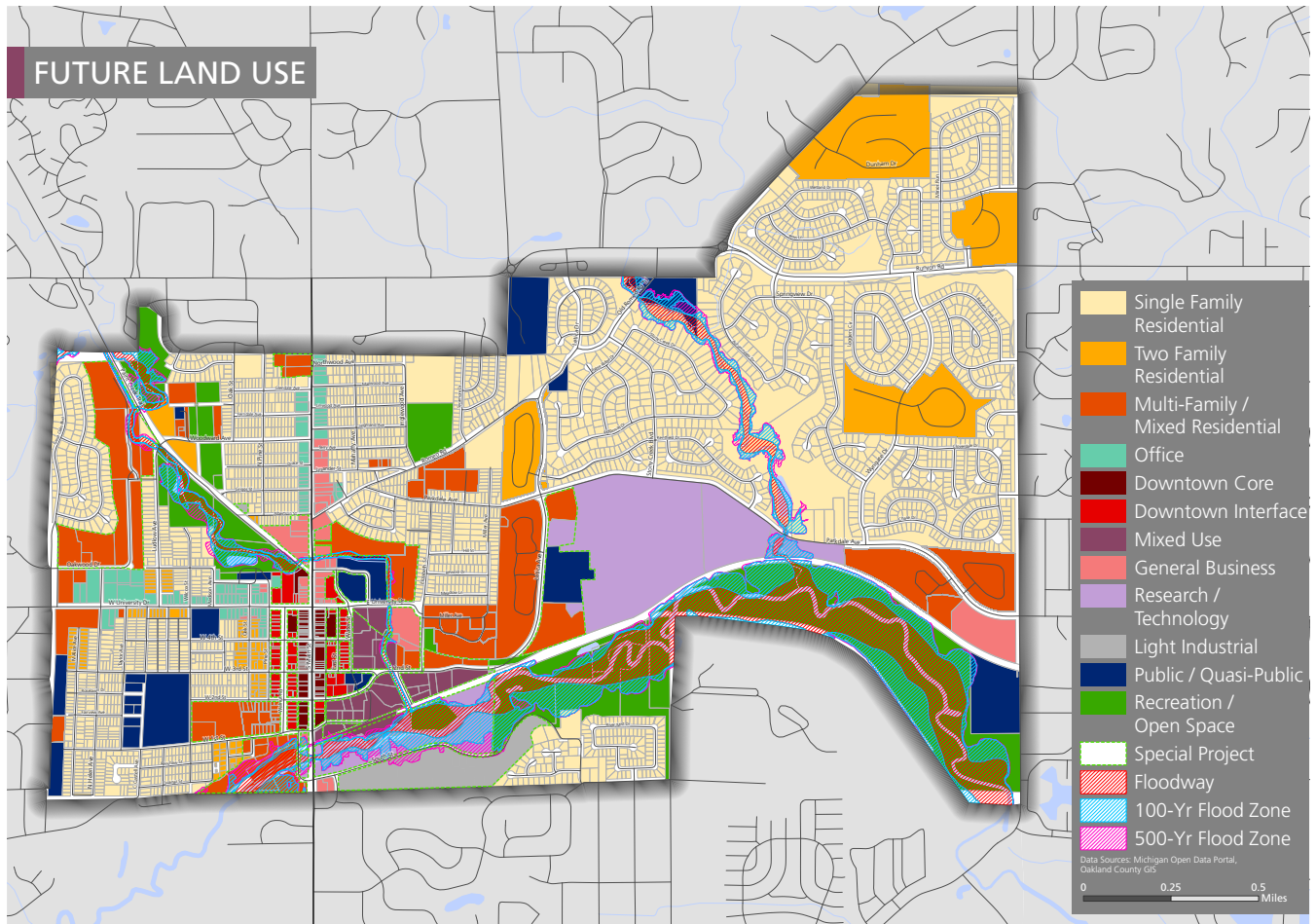
- CBD, Central Business District
- DE-1, Downtown Edge -1 District
- DE-2, Downtown Edge-2 District
- T, Transition District
- MU, Mixed Use District
- MU-1, Mixed Use-1 District

Multiple family memo and proposed districts.

Industrial district memo and proposed districts

Proposed Zoning Map

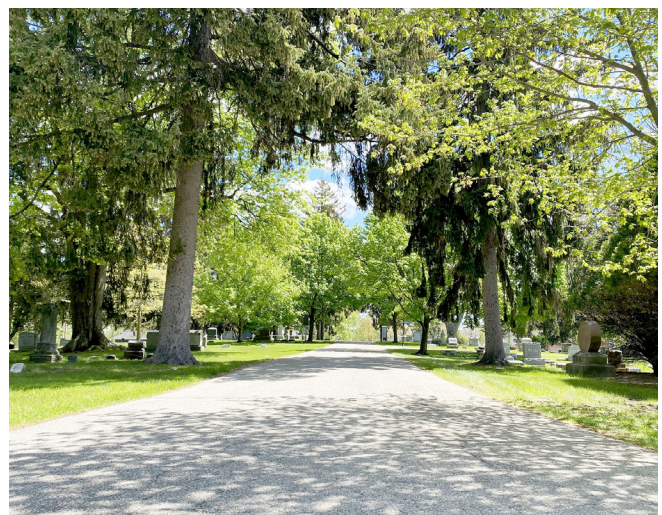
## Map 12: Future Land Use



This meant that new buildings would often be out of character with their surroundings. In a community with as much existing history and character as Rochester, it is important to make sure that new buildings are compatible with old ones to preserve and enhance the community's irreplaceable character.

The recommendations provided for each district below are intended to act as guidelines, while designing development to ensure that the types of building proposed are appropriate in each land use area and contribute to the character of the neighborhood.

The following pages present a summary of the different building types that are part of this plan.



*Path through the cemetery.*

Image Credit: City of Rochester Facebook page