

1. CALL TO ORDER AND ROLL CALL

A meeting of the City of Rochester Planning Commission (PC) was called to order on November 5, 2025, 7:00 p.m. by Vice Chairman Hauser

PRESENT: Christian Hauser, Vice Chairman  
Nancy Salvia, Mayor  
Dan Bachmann, Commissioner  
Jessica Clauser, Commissioner  
David Hardin, Commissioner  
Richard Kendziuk, Commissioner  
Laura Murphy, Commissioner  
Matt Stone, Commissioner

ABSENT: David Gassen, Chairman

quorum was present.

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

2. PLEDGE OF ALLEGIANCE

Vice Chairman Hauser led the reciting of the Pledge of Allegiance.

3. PUBLIC COMMENT NON-AGENDA ITEMS

Jane Turner of 712 Parkdale asked about updates on first/Walnut and Second/Elizabeth  
Jeremy Peckens, Planning and Zoning Administrator provided the updates.

Jeremy also stated the development tracker on the City's website has been updated.

4. APPROVAL OF MINUTES

A. Consideration of the Minutes of the Planning Commission Meeting of October 6, 2025.

MOTION by Stone supported by Salvia to approve the minutes of October 6, 2025.

Ayes: Hauser, Salvia, Bachmann, Clauser, Hardin, Kendziuk, Murphy, stone

Nays:

Absent: Gassen

MOTION Carried.

5. PUBLIC HEARINGS

- A. Consideration of site plan and special exception approval for limited retail use at 440 South Street/Assistance League of Southeast Michigan.

Vidya McKenna Planner gave an overview of the request. Based on the revised plan and supplemental information submitted, it is recommended that the Planning Commission grant site plan and special exception approval for the proposed retail use to be located within the building at 440 South Street, subject to the following conditions:

1. City Attorney approval of shared access agreement and recording of the document.

City Attorney Jeff Kragt stated that the agreement documentation was satisfactory.

Jana Yezak was present on behalf of the Assistance League and gave thanks to all who helped in the process.

The public hearing was opened at 7:15 p.m.

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

The public hearing was closed at 7:15 p.m.

MOTION by Clauser supported by Salvia to approve site plan and special exception.

Ayes: Hauser, Salvia, Bachmann, Clauser, Hardin, Kendziuk, Murphy, stone

Nays:

Absent: Gassen

MOTION Carried.

- B. Public Hearing: Consideration of 215 S. Main - Request for Facade Material Modification

Jeremy Peckens Planning and Zoning Administrator gave an overview on the proposed façade change. Wood was what was present previously, Cedar wood paneling is proposed which is what the rendering is showing.

Roger Berent architect was present on behalf of franklin properties along with Larry Larson Property Manager.

Discussion ensued as to administrative review verses site plan submittal. The applicants stated if approval is granted construction would start the upcoming Monday. Vidya's recommendation would be for a site plan to be submitted for McKenna's review. Concern of the façade not matching the surrounding buildings.

Jeremy explained the events that led the applicant to this point. It was Jeremy's understanding that a rendering was requested from last month's meeting. If a site plan is needed, then that is how we will proceed. There is a difference between maintenance and façade change, this request needs to go through the façade change process in Planning. City Attorney Jeff Kragt stated that action needs to be taken tonight. Vidya suggested that clear guidance is given to the applicant tonight if a motion to table is going to take place.

MOTION by Salvia supported by Murphy to table subject to site plan approval and allowing applicant to secure the building from the winter elements.

Ayes: Hauser, Salvia, Bachmann, Clauser, Hardin, Kendziuk, Lord, Murphy, stone

Nays:

Absent: Gassen

MOTION Carried.

## 6. CONSIDERATIONS

### A. Consideration of 329 S. Main: Request to Set Public Hearing for Payment in Lieu of Parking.

Jeremy Peckens, Planning and Zoning Administrator, stated that two parking spaces are needed. A parking study was not done, if requested we could have Parking Enforcement conduct the study.

Eric Hieder Artchitech representing Peter Kalaj was present. The store will be open from 11:00 a.m. to 7:00 p.m. Monday through Sunday.

A parking study will be conducted for those hours of operation.

MOTION by Salvia supported by Stone to approve the parking in lieu for a public hearing.

Ayes: Hauser, Salvia, Bachmann, Clauser, Hardin, Kendziuk, Lord, Murphy, stone

Nays:

Absent: Gassen

### B. Consideration of preliminary plan for proposed office use at 1129 N. Main for scheduling of public hearing.

Vidya McKenna Planner gave her overview of the project. To convert an existing home into a business. Based on the description, the applicant proposes to operate a financial/investment consulting office. Parking calculations are for the first floor, the ordinance does not work that way the upper level needs to be added into the parking calculation. The site requires seven spaces. Floor plan was only provided for the main level and would need to be updated to show the upstairs.

It is recommended that the Planning Commission place the above-mentioned plan on the next available agenda for public hearing and consideration of site plan and special exception approval, subject to the submission of a complete revised site plan set addressing all of the issues noted.

Todd Sterling applicant was present. Applicant discussed the parking requirements that are needed.

Vidya gave information on ADA requirements. Street parking is not accepted in calculations.

Vice Chairman Hauser asked administration to make an appointment with the applicant to go over what will be needed for this request.

The applicant Todd Sterling prepared and provided the information City Administration Requested.

MOTION by Salvia supported by Kendziuk to approve for a public hearing.

Ayes: Hauser, Salvia, Bachmann, Clauser, Hardin, Kendziuk, Lord, Murphy, Stone

Nays:

Absent: Gassen

MOTION Carried.

#### 8.MISCELLANEOUS

Jeremy will email the applicants of the Moon River Site for an update. Site plans expire after a year; however, they may be extended if they are in progress after a year.

Vidya was thanked for her training session that she had provided.

There was no updated information from John Jackson of Mckenna on the workshop with City Council for the Master Plan.

Discussion ensued as to what the prior use of the cottage inn location and why site plan approval was not done for the change of use.

Questions were also asked about the property on Pine Street and if the parking gates were on city property. The commission wanted to know what steps the city is taking to see the results of the survey. At this time no information was provided to the city.

#### 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 8:46 P.M.

Respectfully Submitted, Rose McKinney, Building and Planning Clerk