



City Planning Commission
Morley Building, 1 Tuscola St
2nd Floor conference Room
989-754-8222
Meeting Minutes
Tuesday, November 25, 2025

I. **Call to Order** – Commissioner Nash called the meeting to order at 6:00 p.m.

II. **Roll Call** – Staff McEmber took roll.

Present: Yolanda Bland, Michael Foust, Jack Nash, Brenda Moore, Bill Ostash, and Floyd Kloc

Absent: Charlene Orange, John Milne, and Rachel Weidinger

Staff: Robert Gollin, Attorney Amy Lusk, Cassi Zimmerman, and Christina McEmber

III. **Approval of Minutes**

Motion by Commissioner Moore, seconded by Commissioner Bland, to approve the meeting minutes for the regular meeting October 28, 2025. 6 ayes, 0 nays, 3 absent. Motion approved.

IV. **Approval of Agenda**

Motion by Commissioner Ostash, seconded by Commissioner Moore, to approve the agenda for the November 25, 2025 meeting. 6 ayes, 0 nays, 3 absent. Motion approved.

V. **Public Comment** –

No public comment.

IX. **New Business**

a. **Proposed 2026 Meeting Calendar**

Motion by Commissioner Foust, seconded by Commissioner Moore, to approve the 2026 Meeting Calendar.

b. **Harrison Manor**

Staff McEmber discussed the administrative approval of the preliminary site plan and stated the development would go through the site plan review process for final approval after receiving funding. Commissioners inquired about the development's ownership and public noticing requirements.

IX. **Old Business**

a. **Proposed Tiny Home Ordinance**

Staff Gollin discussed the staff recommendation. Commissioners came to a consensus that tiny houses should be allowed as a special land use, should not be permitted in the R-1 and R-2 zoning districts, and should be spatially and architecturally compatible within neighborhoods. Commissioners also discussed financing, depreciation value, auxiliary buildings (laundry, community area, storage, etc.), individuals developing cluster developments, and the regulation restricting tiny houses to be a minimum of 400 sq. ft. or no less than 50 percent of the average floor area of other dwellings within 200 ft. of the property. Commissioner Foust requested reducing the pattern of windows to one and to reduce the 200 ft. requirement to 100 ft.

Motion by Commissioner Kloc for staff to modify the ordinance proposal to allow for individuals to build a tiny home that could become a cluster development of tiny homes, while keeping the ordinance language that “the floor area of a proposed Micro Dwelling Unit shall be the greater of 400 square feet or no less than 50 percent (50%) of the average floor area of other single-family dwelling units.” No second. Motion fails.

Staff Gollin stated cluster developments are designed for a group of tiny houses to be placed on a

single lot and discussed how infrastructure costs for a cluster development would be preventative for an individual.

Motion by Commissioner Kloc, seconded by Commissioner Foust to approve the proposed micro dwelling unit ordinance as is with the exceptions to reduce three windows down to one in Section 153-3.20(C)(3) and 200 sq. ft. down to 100 sq. ft. in Sections 153-3.20(C)(2) and 153-3.20(C)(3). 3 ayes (Foust, Kloc, Nash), 3 nays (Bland, Moore, Ostash), 3 absent. Motion fails.

Motion by Commissioner Moore, seconded by Commissioner Ostash, for staff to develop an ordinance proposal for cluster and individual micro dwelling units to be located in the R-3 zoning district and determine any other zoning districts micro dwelling units would be compatible in. 4 ayes (Bland, Nash, Moore, Ostash), 2 nays (Foust, Kloc), 3 absent. Motion approved.

Staff Gollin responded that the original ordinance proposal determined tiny houses would be compatible in the R-3 and MU-1 zoning districts, and as a planned unit development. Commissioner Foust inquired why tiny houses could not be located in the other mixed use districts and Staff Gollin responded that the other mixed use districts were primarily for commercial development.

Commissioner Foust inquired why Section 153-3.20(D)(1) allowed the zoning administrator to determine the architectural compatibility of the tiny house instead of the Planning Commission. Staff Zimmerman explained the zoning administrator would include that information in the staff report to the Planning Commission.

IX. Adjournment

Motion by Commissioner Moore, seconded by Commissioner Bland, to adjourn the meeting at 7:00 p.m. 6 ayes, 0 nays, 3 absent. Motion approved.

Respectfully submitted,

Christina McEmber
Assistant Planner