

**Village of Mackinaw City  
Special Meeting  
Planning Commission  
December 11, 2008  
Approved Minutes**

Members: Rob Most (Chairman), John Riemer, Bo Whipke, Florence Tracy, Mary Clark, Paul Allers, Rosada Mann, and Nancy Dean.

Staff: Jeff Lawson (Village Manager)

Guests: John DeMott, Sandy Planisek, Terry Folow, Joann Leal, Ron Wallin

<b>SPECIAL MEETING</b>		<b>Special Meeting</b>
<b>1</b>	<b>Call to order and welcome</b>	<b>Call to order</b>
<b>2</b>	Special meeting called to order at 7:00 p.m. by Chairman Most. Roll call - members present: J. Riemer, F. Tracy, M. Clark, R. Most, P. Allers, N. Dean, and R. Mann (arrived at 7:06 p.m.) Members absent: B. Whipke	<b>Roll Call</b>
<b>3</b>	<b>Pledge to Flag was recited.</b>	<b>Pledge to Flag</b>
<b>4</b>	<b>Motion Allers supported Dean to approve the minutes of the Special Meeting held on November 13, 2008, as revised. Voice vote – all ayes. Absent – Whipke and Mann (arrived 7:06 p.m.). Motion carried.</b>	<b>Review and approval of minutes</b>
<b>5</b>	<b>Public Comment:</b> J. Leal commended Commissioner Mann’s diligent work on the Bylaws, asked why the Bylaws are being discussed at the joint meeting with Council in January, and why New Business was placed before Old Business on the Agenda. President Wallin discussed the current market conditions as they relate to tourism and the importance of expanding tourism.	<b>Public Comment</b>
<b>6</b>	<b>New Business</b>	<b>New Business</b>
<b>6A</b>	MSU Presentation – Planner’s Moments, Unit 2, Affordable Housing	<b>Affordable Housing, Unit 2</b>
<b>6B</b>	Staff summarized the MSU Planning and Zoning Center letter that addressed the authority and review of variances.  Planning Commission will no longer hear variances. The process and review of variances will be as follows: <ol style="list-style-type: none"> <li>1) Zoning Board of Appeals will review variances for approval or denial.</li> <li>2) If the variance is approved, the site plan will move to the Planning Commission for review. If the variance is denied, the site plan would not go any further.</li> <li>3) After the variance is granted and after the Planning Commission reviews the site plan, the site plan moves to Council for final review and approval.</li> </ol>	<b>Review of Variances</b>
<b>7</b>	<b>Old Business</b>	<b>Old Business</b>
<b>7A</b>	Most put the following postponed motion from the November 13, 2008 back on the floor for discussion:  <b>“Motion Mann supported Clark to not change the landscape requirements and to keep the current language the same.”</b>  The proposed language clarifies that the existing building or structure can not be expanded without meeting the current 25% greenspace requirement.  A comparison of the current language and the new proposed language was completed.	<b>Review revised language for landscape requirements</b>

	<p>The words “existing or new” will be added to the Amendment. The language will read as follows:</p> <p>“Properties which do not provide the minimum twenty-five (25%) percent greenspace, whether they are preexisting conditions or not, can not expand the ground level footprint of any <i>existing or new</i> building or structure without providing the necessary twenty-five (25%) percent greenspace.”</p> <p><b>Motion Dean supported Allers to postpone the existing motion to not change the landscape requirements until the next meeting. Voice vote – All ayes. Absent – Whipke. Motion carried unanimously.</b></p>	
<p><b>7B</b></p>	<p>The following items were identified as topics for a joint meeting with the Council on January 7, 2008.</p> <ul style="list-style-type: none"> <li>- Blight Ordinance</li> <li>- Planning Commission Ordinance/Bylaws</li> <li>- Ex Officio Communication/Member</li> <li>- Enforcement of Ordinances</li> </ul> <p>It was the general consensus of the Board to move the review of the Future Land Use Goals Chapter of the Master Plan to the next meeting.</p> <p>Most called for recess at 8:35 p.m. Meeting resumed at 8:39 p.m. by Most</p> <p>Staff reviewed the Blight Ordinance. Standards are listed that define blight such as peeling paint, broken doors and windows, etc.</p> <p>Each spring a community survey is conducted where blight and nuisance items are identified. Staff then writes letters to property owners requiring the removal of junk and debris from properties under the Blight Ordinance and/or Nuisance Ordinance. If property owners do not comply, enforcement is addressed by issuing tickets. Staff also encourages the removal of junk and debris by working with the Townships to set up a rubbish removal day where property owners are allowed to dispose of their rubbish at no charge. This program has been very effective in removing junk within the Village.</p> <p>Planning Commission Ordinance/Bylaws were also addressed. Staff will provide draft language at the joint meeting for general discussion.</p> <p>Board members would like to discuss ex officio communications between Council and Planning Commission.</p> <p>Ordinance enforcement matters will be reviewed and any concerns will be brought to the joint meeting.</p> <p>Questions concerning the outdoor sales of merchandise on Labor Day weekend has been addressed by Council. Lighting and dumpsters are addressed by Ordinance. Nonconforming structures, grandfathered dumpsters and lighting are provided for</p>	<p><b>Discussed topics for joint meeting with Council</b></p>

	under the current Zoning Ordinance. Stricter standards for dumpsters and lighting could be established by Council if it is determined that stricter regulation is necessary.	
<b>7C</b>	The Board moved the review of the Future Land Use Goals Chapter of the Master Plan to the next meeting.	<b>Master Plan – Continued Review of Future Land Use Goals</b>
<b>8</b>	Mandatory training was addressed. A request was made to set a limit on the length of meetings.	<b>Commissioner Comments</b>
<b>9</b>	January 7, 2009 - Joint meeting with Village Council. January 8, 2009 - Special Meeting. January 22, 2009 - Regular Meeting.	<b>Commissioner Calendar</b>
<b>10</b>	<b>Motion Clark supported Dean to adjourn at 9:25 p.m. Voice vote – all ayes. Absent – Whipke. Motion carried unanimously.</b>	<b>Adjournment</b>

Planning Commission Minutes respectfully submitted:

Rob Most, Chairman

Mary Clark, Secretary