

CITY OF CHARLEVOIX
PLANNING COMMISSION MEETING MINUTES
Monday, October 21, 2014 - 6:00 p.m.
210 State Street, City Hall, Council Chambers, Charlevoix, MI

A. Call to Order/Pledge of Allegiance

The meeting was called to order at 6:00 p.m. by Chair John Hess.

B. Roll Call

Chair: John Hess

Vice Chair: Sherm Chamberlain

Members Present: RJ Waddell, Keith Sherwood, Judy Clock, John Elzinga, Dave Novotny

Members Absent: Toni Felter

Planning Director: Michael Spencer

C. Inquiry Into Potential Conflicts of Interest

None.

D. Approval of Agenda

Approved as presented.

E. Approval of August 11, 2014 Minutes

Motion by Vice Chair Chamberlain, second by Member Clock to approve the August 11, 2014 meeting minutes as presented. Motion passed by unanimous voice vote.

F. Call for Public Comment not Related to Agenda Items

No public comment.

Planner Spencer asked to change the November meeting to Wednesday, November 12th at 7:00 p.m. and the Commission concurred.

G. New Business

1. Review of site plan extension request from Midtown Development.

a) Staff presentation.

Planner Spencer stated Midtown Development was ready to begin construction of the Charlevoix Pointe project on Pine River Lane when one buyer dropped out at the last minute which compromised their ability to begin construction before the one year deadline. He stated that the Zoning Ordinance allows the Planning Commission to grant a one year extension. He reported that none of the conditions at the property have changed. Staff recommended approval of a one-year extension.

b) Questions/concerns from Planning Commission.

None.

c) Call for public comment.

None.

d) Discussion.

None.

e) Motion.

Motion by Member Waddell, second by Member Elzinga to authorize a one year extension for the [Charlevoix Pointe] project on Pine River Lane. Motion passed by unanimous voice vote.

2. Discussion on Planning Commission review of City Projects.

Planner Spencer stated that the public felt the fireplace project should have come before the Planning Commission first for a recommendation to City Council. As a result, Staff created a policy whereby any capital projects that are not part of the budget, including donations, come before the Planning Commission. Planner Spencer indicated that this policy was not typical for Planning Commissions and the Commission needed to determine if they wanted to continue in this

role. He noted that the marina expansion project is in an existing City park which is consistent with the Master Plan and is not considered a new use.

Discussion followed regarding the marina expansion project. Chairman Hess stated the Planning Commission should review issues related to health, safety and welfare. Member Sherwood indicated that the Commission needed to clearly define the scope of their decision in accordance with the Master Plan.

H. Old Business

1. Review of zoning amendments.

a) Staff update.

Planner Spencer stated one subject still under discussion was “portable storage bins and storage closets”. He stated Staff found that some cities do not regulate portable storage sheds unless the structure required a foundation. Planner Spencer recommended that the proposed zoning amendments not be passed that evening thus allowing further discussion and be brought forward for approval in the spring.

b) Call for public comment.

None.

c) Motion.

None.

I. Staff Updates

1. Update on O'Reilly Auto Parts new store location.

Planner Spencer stated that O'Reilly Auto Parts, a national chain, has purchased the former Family Video building. He did not see any issues with the project at this time, and O'Reilly's intent was to open in February.

2. Update on Goodwill purchase of the old IGA building.

Planner Spencer stated that Goodwill had purchased the old IGA building on Petoskey Avenue. There is ample parking and the applicant is correcting storm water issues in the lot. The only proposed change is the addition of an overhang area as a drop off location. Planner Spencer confirmed with Goodwill that no merchandise was to be left outside the building.

3. Update on other building/business projects.

Planner Spencer stated there was a new 2-story home going up at the corner of Cherry and Mercer as well as a couple of remodeling projects in the Belvedere Club. Bridge Street Blooms has started construction on their project.

4. Discussion on new bike racks in the downtown.

Planner Spencer stated the LaBlanc family held a fund raiser for Tim, to add bike racks in the downtown area. He stated the family would like to have the bike racks designed, constructed and installed before next summer.

The Commission concurred not to hold a November meeting unless a matter came up that needed to be addressed; if a meeting is necessary it would be held on Wednesday, November 12th.

J. Request for Next Month's Agenda or Research Items

None.

K. Adjournment

Meeting adjourned at 7:02 p.m.