

**CITY OF CHARLEVOIX**  
**PLANNING COMMISSION MEETING MINUTES**  
**Monday, April 9, 2012 - 7:00 p.m.**

210 State Street, City Hall, Council Chambers, Charlevoix, MI

**I. Call to Order/Pledge of Allegiance**

The meeting was called to order at 7:00 p.m. by Chair John Hess.

**II. Roll Call**

Chair: John Hess  
Members Present: Toni Felter, Becky Doan, Sherm Chamberlain, Larry Boog, Francis Flanders  
Members Absent: Dan Buday, Judy Clock, John Elzinga  
City Planner: Michael Spencer  
City Clerk: Stephanie C. Brown, Deputy Clerk

**III. Inquiry Into Potential Conflicts of Interest**

None.

**IV. Approval of Agenda**

Chair Hess stated that if there were no corrections, the agenda would be approved as presented. Planner Spencer suggested that Old Business be completed before New Business. There were no objections; the agenda was approved as revised.

**V. Approval of Minutes**

Chair Hess stated that if there were no objections, the March 12, 2012 minutes would stand as approved. There were no objections; the March 12, 2012 minutes were approved as presented.

**VI. Call for Public Comment Not Related to Agenda Item**

Chair Hess opened the meeting to public comment at 7:03 p.m. There were no public comments. Chair Hess closed public comment at 7:03 p.m.

**VII. Old Business**

**A. Update on the 2012 Draft Zoning Ordinance**

Planner Spencer reviewed the status of the 2012 Draft Zoning Ordinance and answered questions from the Board. A significant amount of work will be done on this ordinance this budget year. Ben Castiglione, a local resident, will be working with the Planning Department this summer as an intern and will be working on several items including the zoning ordinance. Member Chamberlain suggested that the intern could research the possibility of including hostels in the zoning ordinance to help promote biking and tourism in Charlevoix.

Member Doan asked if any changes were going to be made to the Medical Marijuana Ordinance and reported that there is legislation which, if passed, would allow card holders to sell marijuana. Planner Spencer stated that his office watches for legislative changes, but that there were no changes planned for the medical marijuana section of the zoning ordinance.

**B. Update on the Nursery Proposal at 1403 Bridge Street**

Planner Spencer reviewed the proposal for a nursery at 1403 Bridge, provided information not yet available at the initial hearing, and answered questions from the Board.

Planner Spencer performed a site review at the location and determined that there will be a 27' setback, 47 parking spaces of which two will be handicap spaces. Planner Spencer also reminded the Board that their previous motion will require a Development Plan Review before next summer if the business intends to continue next season.

At 7:15, Planner Spencer noted that, since there was no public present, there was no need to call for public comment.

Chair Hess asked if any member was interested in making a motion to adjourn immediately following the training video.

Motion by Member Doan, second by Member Chamberlain, to adjourn immediately following the training video "Planners Moments: Complete Streets."

Motion passed by unanimous voice vote.

**VIII. New Business**

**A. Planners Moments: Complete Streets**

Members watched a training video entitled "Planners Moments: Complete Streets." Following the video, Planner Spencer gave a brief review of the history of the Recreation Master Plan and how the Planning Commission will be involved in Plan revisions in the future.

**IX. Staff Updates**

None.

X. **Requests for Next Month's Agenda or Research Items.**  
None.

XI. **Adjournment**  
Meeting adjourned at 7:31 p.m.

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Stephanie C. Brown Deputy City Clerk

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John Hess Chair

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Carol A. Ochs City Clerk