

CITY OF CHARLEVOIX PLANNING COMMISSION MEETING MINUTES
Monday, May 10, 2010 – 7:00 p.m.
210 State Street, City Hall, Council Chambers, Charlevoix, Michigan

A) CALL TO ORDER

The meeting was called to order by Chairman Hess at 7:03 p.m.

B) ROLL CALL

Commissioners Present: Larry Boog, Dan Buday, Judy Clock, June Cross, Becky Doan, Toni Felter, Francis (Brownie) Flanders, John Hess
Commissioners Absent: D. J. Way (excused)
Staff Present: City Planner Mike Spencer

C) INQUIRY INTO POTENTIAL CONFLICTS OF INTEREST None.

D) APPROVAL OF AGENDA

The Commission approved the agenda as presented.

E) APPROVAL OF April 12, 2010 MINUTES

The Commission reviewed the minutes.

Member Flanders asked that the last sentence in the third paragraph on page 2 of the April 12, 2010 minutes be amended to read:

“The City Council will hold a public hearing, hear additional public comments and possibly make changes to the proposed amendment.”

Motion made by Member Flanders and seconded by Member Cross that the minutes of April 12, 2010 be approved as amended. The motion was adopted by unanimous voice vote.

F) CALL FOR PUBLIC COMMENT (Not related to agenda items) None.

G) NEW BUSINESS - None

H) OLD BUSINESS

1. Updates on Master Plan progress and time schedule

City Planner Spencer updated the Commission on the Master Plan. The sub-committee has met and will meet again to discuss the various provisions in the Master Plan and Zoning Code. We had hoped to have a meeting on the draft Master Plan in May, but it appears that we will have to wait until June. The Zoning Board of Appeals will be meeting next week on an appeal and the City Council recently adopted a new nuisance ordinance. These projects have taken a large amount of staff time. Once the draft Master Plan is completed, the Planner will meet with various groups to receive their comments.

2. Planners Moments Unit 12 Shoreline Buffers

The Commission reviewed the Michigan State Extensions video on shoreline buffers.

I) STAFF UPDATES AND CORRESPONDENCE

1. Continued Discussion on Master Plan

We are planning to hold the Planning Commission's June meeting at the Library. The City Council, ZBA and general public will be invited to attend. The Planner and LSL will inform attendees on the master plan development, the public input received to date, the Planning Commission's role in developing the master plan and the overall review process. We will obtain a better plan if people that read the plan and give us their comments. Upon completion of master plan, the City will enact a new zoning ordinance which will be based on the new master plan.

Member Clock asked if the City had any areas that would be considered shoreline buffers. The Planner stated that we will look at the shoreline areas as part of the master plan. Member Clock asked if the dredging and sheet piling of lake front areas would be part of the process. The Planner stated that it can be reviewed, but that the Army Corps of Engineers and DNRE regulates and permits dredging and the placement of sheet piling.

Chairman Hess asked that we consider adopting an ordinance requiring that all Corps and DNRE permits be obtained before the City of Charlevoix issues its zoning permits. The Commission discussed including the provision in to the master plan.

2. Requests for research to be completed by City Planner. None.

J) REQUESTS FOR NEXT MONTH'S AGENDA.

K) ADJOURNMENT

Chairman Hess adjourned the meeting at 7:38 p.m.

John Hess, Chairman

Linda Jo A. Weller, Recording Secretary

Carol A. Ochs, City Clerk