

**RECORD OF PLANNING COMMISSION PROCEEDINGS
SPECIAL MEETING HELD ON THE 17th DAY OF December, 2019
1020 CITY BOULEVARD, GRAYLING, MI**

Meeting called to order by Chair Williamson at 6:00 P.M.

I. Roll Call

Members Present: Williamson, Hehir, Forbes, Rosin, Ross, Doe and Teeter

Members Absent: None

Vacant Seats: None

Also in Attendance: Lisa Johnson, City Clerk/Treasurer, Erich Podjaske, Zoning Administrator, Matt Shaw, Scott Kempf, Andrew Sanpe, Roger Moshier, Karl Schreiner, Tom Steffen, Matt and Christine LaFontaine, Donna Hall, Carey Janson

II. Public Comment

None

III. Approval of Agenda

19-39

Moved by Doe seconded Hehir by to approve the agenda as presented.

Ayes: 7, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried

IV. Approval of Minutes

19-40

Moved by Hehir seconded by Forbes to approve the regular meeting minutes of October 15, 2019 and special meeting minutes of October 21, 2019 as presented.

Ayes: 7, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried

Closed regular meeting and opened public hearing at 6:01 pm

V. Public Hearing – Special Land Use Request – 106 E Michigan Ave.

There were no public comments.

Closed public hearing and resumed regular meeting at 6:02 pm

Zoning Officer Podjaske explained it was coming before planning due to the request includes serving alcohol.

Matt Shaw explained the business he is opening and handed out a layout he is proposing. He asked if members had questions.

General questions were asked by members on different items.

Matt Shaw explained what they were asking about and that he has not submitted the application for serving alcohol. He is waiting to do that for approval of his request. He also mentioned that as much as possible of the food menu will be Michigan products and also Michigan alcohol.

19-41

Moved by Hehir seconded by Forbes to approve the special land use request as presented.

Ayes: 7, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried

VI. New Business

- A. Approve and Recommend revised Public Participation Plan to City Council for approval.

Members ask general questions.

Zoning Officer Podjaske mentioned these changes are due to MEDC grant requirements.

19-42

Moved by Williamson seconded by Hehir to recommend revised Public Participation Plan to City Council for approval as presented.

Ayes: 7, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried

B. 2020 Meeting Dates

Members discussed and made one change moving March 17ths meeting to March 24, 2020

19-43

Moved by Williamson seconded by Hehir to approve the 2020 meeting date with one change moving the March 17th meeting to March 24, 2020.

Ayes: 7, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried

VII. Unfinished Business

- A. Planned Unit Development-State Street Lot-Steffen

Shannon White with Funarchitercture conference called in and explained the draft of the small home layout for the project. It would be affordable housing, great opportunity and for a verity of ages. She walked through the presentation showing floor plans and sizes of optional homes to be built.

Members of the Commission then asked questions of the project.

Steffen explained that heating and cooling could possibly be placed in the crawlspace of the home. He also mentioned he was unsure at this time if he would rent or sell each home.

Members asked other questions pertaining to the project.

Members also mentioned they would like to see them sold and not a rental unit.

Zoning Officer Podjaske mentioned if members liked the projected project, the next step would be a public hearing, but mentioned to Steffen that all items that are unsure would have to be finalized before the public hearing on the final project.

Consensus of the members was to allow Zoning Officer Podjaske to set a Public Hearing when the final plan is submitted.

B. Discuss fence set back from the curb for the zoning ordinance fence amendment

Member Williamson and Zoning Officer Podjaske mentioned they did drive around town to see what set back would work best for corner lots. They felt a 12' setback and 1' from sidewalk would work and it would not be in the public right of way.

Consensus of the members was to move forward with a draft amendment to the zoning ordinance fence section and to set a public hearing.

C. Review Chapter 8 & 9 – Master Plan

Zoning Officer Podjaske and Members of the Commission discussed items to be removed or changed.

Zoning Officer Podjaske mentioned he would make the changes and email a final draft of the Master Plan to all members for review and a public hearing can be set at the January meeting.

VIII. Public Comments

Roger Moshier mentioned he felt the commission was doing great.

Matt LaFontaine mentioned that City Council did not approve the Blight Ordinance and dropped it from the Agenda, he asked that Planning help get that started again.

City Clerk/Treasurer Johnson mentioned that Council did not just drop it, they have asked City Manager Baum to work on it to see if the issue areas can be worked on and when he felt he had a good document to bring it back for their review.

IX. Zoning Administrators Report

Zoning Officer Podjaske explained what he has been working on and letters sent on violations.

X. City Council Update

Member Forbes gave members an update on the last City Council Meeting.

XI. Commissioner Comments

Members had no comments.

XII. Adjournment

19-044

Moved by Forbes seconded by Hehir that the meeting is adjourned.

Ayes: 7, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried

Adjourned meeting at 7:43 pm.

Lisa K Johnson,
City Clerk/Treasurer

Approved Minutes can be found on our website: www.cityofgrayling.org