

**RECORD OF PLANNING COMMISSION PROCEEDINGS
MEETING HELD ON THE 19th DAY OF May, 2020**

1020 CITY BOULEVARD, GRAYLING, MI

Meeting was held via video conference for Planning Members and members of the General Public.

Meeting called to order by City Clerk/Treasurer Johnson at 6:03 P.M.

I. Roll Call

Members Present: Hehir, Forbes, Rosin and Teeter

Members Absent: Williamson and Doe

Vacant Seats: One

Also, in Attendance: Lisa Johnson, City Clerk/Treasurer, Erich Podjaske, Zoning Administrator and Tom Steffen

II. Public Comment

None

III. Approval of Agenda

Members requested to add appointing a Vic Chair as Item A under New Business and move other new business after appointment.

20-07

Moved by Forbes seconded Hehir to approve the agenda with the addition of #A under Appointment of Vic Chair

Ayes: Hehir, Rosin, Doe, Forbes

Nays: 0,

Abstain: 0,

Absent: Williamson and Teeter

Vacant 1

Motion Carried

IV. Approval of Minutes

Hehir mentioned the meeting wasn't a special meeting as noted.
City Clerk/Treasurer Johnson mentioned she would correct that.

20-08

Moved by Hehir seconded by Forbes to approve the regular meeting minutes of April 21, 2020 as corrected.

Ayes: Doe, Forbes, Rosin, Hehir

Nays: 0,

Abstain: 0,

Absent: Williamson and Teeter

Vacant 1

Motion Carried

VI. New Business

A. Appointment of Vic Chair

20-09

Moved by Forbes seconded by Doe to appoint Member Hehir as Vic Chair.

Clerk/Treasurer Johnsons asked if there were any other nominations.
There were none.

Ayes: Doe, Forbes, Rosin, Hehir

Nays: 0,

Abstain: 0,

Absent: Williamson and Teeter

Vacant 1

Motion Carried

Vic Chair Hehir took over the meeting.

B. Capital Improvement Plan

Zoning Officer Podjaski explained the items in the Capital Improvement Plan and mentioned some of the items may not happen in the next fiscal year due to revenue decreases.

Member Doe asked about the fire files and the cost of those and asked if the city has looked into digital files instead.

City Clerk/Treasurer Johnson said in years past and the cost was quite high, but that the City could look at that option again.

Member Hehir asked if the Michigan Main Street Donation from the City would still happen.

City Clerk/Treasurer Johnson said yes.

Member Forbes asked if the Upgrade Telephone/911 would happen.

City Clerk/Treasurer Johnson and Zoning Officer Podjaski were unsure.

20-010

Moved by Rosin seconded by Forbes to recommend the Capital Improvement Plan to City Council for approval.

Ayes: Forbes, Doe, Rosin, Hehir

Nays: 0,

Abstain: 0,

Absent: Williamson and Teeter

Vacant 1

Motion Carried

C. The Roost Homeowners Association Rules and Regulations

Zoning Officer Podjaske asked if members had any questions or concerns

Member Doe likes the document and mentioned it is very similar to the one he is in.

Member Hehir is ok with it.

Steffen mentioned he made the changes requested.

Zoning Officer Podjaske mentioned he did not see anything on landscaping/grass.

Member Doe mentioned it was on page 3 and is addressed.

Zoning Officer Podjaske mentioned it did not state who would be maintaining it and also asked on snow removal.

Steffen mentioned the resident would be responsible for their area and the Home Association would take care of the extra spaces.

Member Forbes mentioned this should be addressed in the common area of the document as well.

Member Hehir asked what's the next step for the project.

Zoning Officer Podjaske said it would be to set a Public Hearing for the Site Plan and Regulations.

Members requested Podjaske to set the Public Hearing up for June 23rd and to change the Regular meeting on June 16, 2020 to June 23, 2020.

VII. Unfinished Business

A. Fence Amendment

Members also requested Podjaske to set the Public Hearing up for June 23, 2020

B. Master Plan

Members requested Podjaske to set the Public Hearing up for June 23, 2020

VIII. Public Comments

None

IX. Zoning Administrators Report

Zoning Officer Podjaske gave a verbal report.

X. City Council Update

Member Forbes didn't have her notes on the meeting with her.

XI. Commissioner Comments

None

XII. Adjournment

20-011

Moved by Doe seconded by Rosin that the meeting is adjourned.

Ayes: Hehir Rosin, Forbes, Doe

Nays: 0,

Abstain: 0,

Absent: Williamson and Teeter

Vacant 1

Motion Carried

Adjourned meeting at 6:49 pm.

Lisa K Johnson,
City Clerk/Treasurer

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