

CITY OF CHARLEVOIX PLANNING COMMISSION MEETING MINUTES
Monday, March 9, 2009 -- 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 7:00 p.m.

B) ROLL CALL

Commissioners Present: Larry Boog, Dan Buday, Judy Clock, Toni Felter, John Hess and Brian Vollmer,

Commissioners Absent: Brownie Flanders, June Cross and D. J. Way

Staff Present: City Planner Mike Spencer

C) INQUIRY INTO POTENTIAL CONFLICTS OF INTEREST

D) APPROVAL OF AGENDA

E) APPROVAL OF FEBRUARY 9, 2009 MINUTES

The Commission reviewed the proposed minutes. The Commission agreed to approve the February 9, 2009 minutes as presented.

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

G) NEW BUSINESS

1. Planners Moments Education Series: "Affordable Housing."

The Commission viewed the Michigan State University Extension education series on "Affordable Housing". The DVD is part of a series is to educate Planning Commissioners on planning related topics. Commissioners were asked to fill out an assessment form on the DVD.

H) OLD BUSINESS

1. Master Plan update.
 - a. Review of Draft Community Survey for Master Plan input.

The City Planner reviewed the draft community survey questions with the Commission. Approximately 1,000 surveys will be mailed. Staff will obtain mailing addresses from tax rolls and voter registration records. Individuals can also pickup a copy of the survey at City Hall. Staff will draft a map showing the residences of the survey responders. The map will be used by staff to insure that we receive diverse response from around the City. The deadline for receipt of the surveys is April 22nd. The City Council will be reviewing and commenting on the survey at its next meeting.

- b. Motion to approve Community Survey as written/amended.

Motion made by Commissioner Buday and seconded by Commissioner Vollmer to approve the Community Survey as amended. Motion was adopted by a unanimous voice vote.

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2. Discussion on training session for April 22nd.

City Planner Spencer advised the Commission that he is unable to coordinate an individual training session with MSU. Dean Solomon, MSU extension representative, will be attending the Commission's April 13th meeting to answer general questions.

I) STAFF UPDATES AND CORRESPONDENCE

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

J) REQUESTS FOR NEXT MONTH'S AGENDA. None

K) ADJOURNMENT

Motion made by Commissioner Boog and seconded by Commissioner Clock to adjourn. Motion was adopted by a unanimous voice vote. Meeting adjourned at 8:59 p.m.

Respectfully submitted by Linda Weller, Recording Secretary

John Hess, Chairman

Linda Weller, Recording Secretary

Carol A. Ochs, City Clerk