

CITY OF CHARLEVOIX PLANNING COMMISSION MEETING MINUTES

Monday, May 11, 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 Vice-Chairman Flanders at 7:05 p.m.

B) ROLL CALL

Commissioners Present: Larry Boog, Francis (Brownie) Flanders, Dan Buday, Judy Clock, Brian Vollmer, June Cross, D. J. Way and John Hess (arrived at 7:10 p.m.)

Commissioners Absent: Toni Felter and John Hess

Staff Present: City Planner Mike Spencer

C) INQUIRY INTO POTENTIAL CONFLICTS OF INTEREST None.

D) APPROVAL OF AGENDA

Motion made by Commissioner Cross and seconded by Commissioner Clock to approve the agenda as presented. Motion adopted by a unanimous voice vote.

E) APPROVAL OF APRIL 13, 2009 MINUTES

The Commission reviewed the proposed minutes. Motion made by Commissioner Way and seconded by Commissioner Clock to approve the April 13, 2009 minutes as presented. Motion adopted by a unanimous voice vote.

Commissioner Hess entered at 7:10 p.m. Vice-Chairman Flanders turned the meeting over to the Chairman.

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

G) NEW BUSINESS

1. Discussion of Boss Farmland and Open Space Application (Marion Township)

Planner Spencer stated that the review was a requirement of State law. The City is asked to review and comment on the application. Mr. Boss wishes to lease farmland to Heritage Energy for wind power. The Commission voiced support of the proposal.

Motion made by Commissioner Cross and seconded by Commissioner Way to draft a letter of support for the wind farm. Motion was adopted by a unanimous voice vote.

The Planner will prepare a letter of support for Mr. Boss's PA 116 Farmland Preservation and Open Space to Marion Township.

2 Review of DVD on Form Based Codes.

The Commission viewed a DVD on form based zoning.

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H) OLD BUSINESS None.

I) STAFF UPDATES AND CORRESPONDENCE

1. Requests for research to be completed by City Planner. None.
2. Update on Zoning Amendments.

Draft amendment to the Zoning Code will be introduced to the City Council at its next meeting. A public hearing will be held in mid-June.

The Zoning Board of Appeals will be holding a large public hearing next week. A zoning permit was issued for 300 and 304 East Dixon Avenue in 2007. The adjacent property owner appealed the issuance of the permit. The appeal has been returned to the City. The ZBA meeting will be held on Wednesday, May 20, 2009 at 6:00 p.m. Planning Commission members are welcome to attend.

3. Open Flags and the Sign Ordinance

A number of businesses are erecting "open" flags. It is the intent of the City to not look like a used car lot. The Planner asked the Commission their opinion on "open" flags. Commissioners Cross and Way voiced support for the flags. Commissioner Clock expressed concern that businesses have no more than one flag. The Planner outlined several options for the flags:

- Prohibited
- Allow the "open" flags year-round
- Erect a flag during a short period of time (off season)
- Allow the "open" flag or the neon "open" sign in the window
- Allow both the "open" flag and the interior "open" sign
- Allow any flags, with a not to exceed "X" square feet

Motion made by Commissioner Cross seconded by Commissioner Way to have the Planner draft language that permits flags for the Commission's review. The Planner will send a memo to Council stating that the Planning Commission is in support of allowing "open" flags.

4. Mary Ann's Take Out Signage

The Planner discussed the placement of a new sign at Mary Ann's on Bridge Street. In 2007, the former Zoning Administrator verbally gave permission for Mary Ann to erect a ground sign. Mary Ann's has submitted an invoice that shows that the sign was ordered prior to the sign amendments. The sign will not be in the road right-of-way or block any views.

J) REQUESTS FOR NEXT MONTH'S AGENDA. None.

K) ADJOURNMENT

Motion made by Commissioner Cross and seconded by Commissioner Hess to adjourn. Motion was adopted by a unanimous voice vote. Meeting adjourned at 8:57 p.m.

Respectfully submitted by Linda Weller, Recording Secretary

John Hess, Chairman

Linda Weller, Recording Secretary

Carol A. Ochs, City Clerk

John Hess, Chairman

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