

CITY OF CHARLEVOIX
PLANNING COMMISSION MEETING MINUTES
Monday, July 9, 2018 - 6:00 p.m.
210 State Street, City Hall, Council Chambers, Charlevoix, MI

A. Call to Order

The meeting was called to order at 6:00 p.m. by Chair Chamberlain.

B. Roll Call

Chair:	Sherm Chamberlain
Members Present:	Toni Felter, Brian Gelb, Dennis Halverson, Philip Parr, RJ Waddell, Rick Golding
Members Absent:	Jennifer Muladore
Member Vacancy:	One
Staff Present:	Kathy Egan, Community Planner Networks Northwest

Chair Chamberlain reported that Nelson Fletcher submitted his resignation from the Planning Commission and expressed gratitude to him for serving.

C. Inquiry into Potential Conflicts of Interest

D. Approval of Agenda

Motion by Member Felter, second by Parr to approve the agenda as presented. Motion passed by unanimous voice vote.

E. Approval of the June 11, 2018 Minutes

Motion by Member Waddell, second by Member Gelb to approve the June 11, 2018 meeting minutes as presented. Motion passed by unanimous voice vote.

F. Call for Public Comment Not Related to Agenda Items

G. New Business

1. Moose Sculpture

Egan introduced the topic of a potential donation to the City of a life-size moose sculpture from Claudia and Weldon Baird. The donors were specific that they thought it would be a welcome addition to East Park. City Council asked the Planning Commission to review the idea and report to them.

Chair Chamberlain asked if there was any public comment on this subject. There was none. He went on to say that although the sculpture is unique it is not connected to the history of Charlevoix and it would interfere with the use of the park. He noted that it was important that East Park remain open and green.

Other points from commissioners included:

- The viewshed is important to the City. For this reason, the City declined donations in the past, citing shuffleboard courts and a fireplace as examples.
- The goal of the East Park design team was to keep it minimal.
- It is not appropriate for East Park; other parks may be a better location for the sculpture.
- Concern that the sculpture may be a safety hazard. Kids may be tempted to try to climb it and it is made of rusty metal.
- The offer is a nice gesture and made with good intentions, but it interferes with what is in the park.

Motion by Member Halverson, seconded by Member Golding to thank the Bairds for their generous offer, but for aesthetic and safety reasons they recommend that the City Council not accept the offer.

Yeas: Waddell, Parr, Halverson, Golding, Gelb, Felter, Chamberlain

Nays: None

Absent: Muladore

2. Zoning Ordinance Amendment Review #1 Housekeeping

Egan introduced the list of proposed zoning amendments. Ten have to do with the update of the sign section of the ordinance, four are from a previous ordinance review, three deal with a reduction in ZBA membership from 7 to 5, and the rest are miscellaneous clarifications.

A contradiction in the ordinance needs to be clarified. In one place it says that the minimum width of a dwelling is 16 feet and in another place it reads to be 22 feet. After discussion the Commission agreed to change both to 20 feet minimum width. The rest of the changes were reviewed.

Motion by Member Felter, second by Member Parr to forward the draft amendments with the change to 20 feet minimum dwelling width to a public hearing at the August meeting. Motion passed by unanimous voice vote.

3. Zoning Ordinance Amendment Review #2 Procedure Changes

Egan introduced the proposed amendment that would remove City Council from approval procedures for site plan reviews, special land uses, site condo approvals, and planned unit developments. This is a recommendation from City Council.

Motion by member Golding, second by Member Halverson to forward the draft amendments to a public hearing at the August meeting. Motion passed by unanimous voice vote.

H. Old Business

1. Rental Ordinance Example

Egan provided the simplest rental ordinance example she was able to find which is used in Ionia, Michigan. The Commission discussed it. Although the goal is noble, public safety enforcement is a challenge and it depends on who is conducting the inspections. Police or fire personnel would not be able to inspect at this level, it would need some sort of a building inspection certification. After researching and discussing the idea of the City adopting a long term rental policy the Commission came to the consensus that now is not the time for Charlevoix to enact such an ordinance. Even a simple ordinance can be extensive and expensive to enforce. It was noted that there were no members of the public asking for such standards. No action taken.

2. Housing Discussion Report

Egan presented the report on housing options available to the City. Chamberlain requested a report that showed the trends in housing needs, employment trends, and demographics as a next step. The Planning Commission can follow that with the fieldtrip idea to take a look at what housing is available in the different districts. The third step would be to formulate changes to the Zoning Ordinance.

I. Staff Updates

J. Request for Next Month's Agenda or Research Items

There will be two public hearings for Zoning Ordinance amendments. Housing/employment/demographic data will be presented.

Member Waddell questioned a point of order. There were three donations to the City in the past week and the Planning Commission has been asked to review only one of them. The others were the Blue Star Memorial plaque and Keep Charlevoix Beautiful plaques on downtown light poles. Chair Chamberlain said it may be a consistency issue and will confer with the Mayor.

K. Adjournment by 8:00 p.m. Unless Extended by Motion

Motion by Member Golding, second by Member Halverson to adjourn the meeting. Motion passed by unanimous voice vote. Meeting adjourned at 7:16 p.m.

Kathy Egan

Community Planner

Sherm Chamberlain

Chair