

CITY OF CHARLEVOIX
PLANNING COMMISSION MEETING MINUTES
Monday, October 8, 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: Ben Edwards, Toni Felter, Brian Gelb, Rick Golding, Jennifer Muladore, Phillip Parr, RJ Waddell

Members Absent: Dennis Halverson

Staff Present: Kathy Egan, Community Planner Networks Northwest

C. Inquiry into Potential Conflicts of Interest

D. Approval of Agenda

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

E. Approval of the September 10, 2018 Minutes

Motion by Member Waddell, second by Member Gelb to approve the minutes of September 10, 2018 as presented. Motion passed by unanimous voice vote.

F. Call for Public Comment Not Related to Agenda Items

G. New Business

1. R-2 District Walking Tour

Planner Egan stated that the point of the tour was not to focus on existing zoning or what is allowed, but “what could be and what fits and what doesn’t”. She encouraged members to look at parking and access as well. At 6:06 p.m. the Planning Commission, Planner, and one member of the public left City Hall and walked around the neighborhood, following the path that was outlined on the map in the meeting packet. They looked at various aspects such as parcels sizes, shapes, and setbacks; building uses, sizes, and character; and parking and sidewalk infrastructure.

2. Reconvene in Council Chambers for Discussion.

The Planning Commission returned to City Hall Council Chambers at 6:45 p.m. Chair Chamberlain stated that the tour was a good chance to let everyone know how some of the properties in the downtown area are being used. He stated that it was R-2 zoning, but basically there were numerous buildings that were not R-2 structures and so the big question was should they come up with rules and regulations for converting residential homes to workforce housing, but not summer rentals. Discussion followed regarding the different approaches to housing types and rental properties, the Charlevoix Housing Authority, non-conforming uses within the subject area, workforce housing possibilities, minimum square footage versus number of units, and the need for sidewalks. Planner Egan stated that she would bring back something more formal for the Commission to discuss at the next meeting.

H. Old Business

I. Staff Updates

Planner Egan stated that City Council will address housekeeping amendments to the Zoning Ordinance on October 15th.

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

K. Adjournment by 8:00 PM Unless Extended by Motion

Motion by Member Edwards, second by Member Gelb to adjourn the meeting. Motion passed by unanimous voice vote. Meeting adjourned at 7:11 p.m.