

CITY OF CHARLEVOIX
PLANNING COMMISSION SPECIAL MEETING MINUTES
COUNCIL CHAMBERS, CITY HALL, 210 STATE STREET
Monday, November 22, 2021 - 6:00 p.m.

A. Call to Order

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

B. Roll Call

Chair	R.J. Waddell
Members Present:	Sherm Chamberlain, Annemarie Conway, Toni Felter, David Gray, Mary Millington, Jennifer Muladore
Members Absent:	Reid Beegen
Staff Present:	Jennifer Neal, Community Planner

C. Inquiry into Potential Conflicts of Interest

D. Approval of Agenda

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

E. Call for Public Comment Not Related to Agenda Items

F. New Business

1. Master Plan Update

After discussion, the following changes were made:

- 3.4 Vision Statement "Charlevoix will build on its distinctive character, downtown, and diverse neighborhoods, while respecting its unique setting and environment and creating a foundation for future economic prosperity and personal success. We collaborate with elected officials and other public bodies."
- 3.5 Community Goals, Objectives, and Action items:
 - 1.1 *Preserve and Enhance Charlevoix's Unique Small Town Character:*
 - 1st bullet, change to "When making decisions consider the features contributing towards Charlevoix's character; identify how development regulations can best protect and/or enhance them."
 - 2nd bullet, add St. James and Peaine Townships (Beaver Island) to the list of area townships.
 - 3rd bullet, change to: "Continue to enforce the nuisance ordinance."
 - 1.2 *Enhance Scenic Beauty:*
 - 3rd bullet, eliminate the word "planting".
 - 2nd bullet, add "including donations".
 - 4th bullet, change to: "Shade Tree and Park Commission".
 - 1.3 *Preserve and Enhance the Downtown:*
 - 3rd bullet, change to "Support local initiatives that support, preserve and enhance the downtown, i.e., trails, historical, etc."
 - 1.4 *Protect Historic and Cultural Resources:*
 - 2nd bullet, change to: "Continue educating and supporting property owners ..."
 - 3rd bullet, delete.
 - Goal, change to "Maintain a diverse, regional economy that supports sustainable year-round housing and business development and enhances Charlevoix as a tourism destination."
 - 2.1 *Encourage Regional Collaboration on Economic Development:*
 - 1st bullet, spell out CVB as "Convention & Visitors Bureau".
 - 2.2 *Promote Charlevoix and the Region as a viable place to live and work year-round:*
 - 2nd bullet, spell out CVB as "Convention & Visitors Bureau"; eliminate "and expand"; add "Recreation Department".
 - 3rd bullet, eliminate "affordable".
 - 6th bullet, eliminate.
 - 2.3 *Encourage Economic Sustainability and Growth in Downtown Charlevoix:*
 - Add a bullet to read: "Continue to support the Redevelopment Ready Program."
 - 2nd bullet, change to "...pursue other winter city recreational or promotional events".
 - 4th bullet, change to "...Michigan Main Street Program and others as a way of ...".
 - 3.1 *Cooperate with Charlevoix Township on Planning and Zoning* – no changes.
 - 3.2 *Coordinate Efforts to Provide Safe and Efficient Transportation Systems:*
 - 2nd bullet, eliminate "such as West Dixon".
 - 3.3 *Work Cooperatively to Encourage and Facilitate Alternate Forms of Transportation:*
 - 5th bullet, eliminate.
 - 7th bullet, change to "Use current sidewalk inventory to prioritize new sidewalks and plowing."
 - 8th bullet, change to "Explore the viability of a multi-use transportation hub."
 - 9th bullet, eliminate.
 - 3.4 *Coordinate Efforts on Natural Resource Protection* – no changes.

- 3.5 *Continue to Promote our Unique Historical Ties to Beaver Island* – no changes.
- 3.6 *Work with Charlevoix Schools on Future Facility Usage:*
 - 1st bullet, eliminate.
- 4.1 *Provide High Quality Public Services and Infrastructure at a Lower Cost to the Taxpayers:*
 - 3rd bullet, delete “in a manner”.
- 5.1 *Improve Water Quality Protection* – no changes.
- 5.2 *Integrate Environmental Best Practices with City Utilities and Operations:*
 - Add “Explore need for additional electric vehicle charging stations.”
- 6.1 *Encourage Higher Density in Appropriate Locations* – no changes.
- 6.2 *Promote Infill Development* – no changes.

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

Chair Waddell stated that they had requests for the December meeting agenda, and they should also review the changes made to Chapter 3 of the Master Plan. He stated that the Mayor, City Manager, Director of Housing, and he met with three developers about the Pine River property to be developed as workforce housing with government subsidy, and briefly described the meeting, grant funding and the potential for the property.

H. Adjournment

Meeting adjourned at 8:01 p.m.

Sarah J. Dvoracek/fgm

Deputy City Clerk

R.J. Waddell

Chair