

City of Charlevoix
Planning Commission Regular Meeting Minutes
Monday, December 11, 2023 - 6:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

A. Call to Order/Pledge of Allegiance

The meeting was called to order at 6:00 p.m. by Chair Muladore followed by the Pledge of Allegiance.

B. Roll Call

Chair: Jennifer Muladore

Members Present: Scott Beatty (arrived at 6:19 p.m.), Shelley Boehmer, Sherm Chamberlain, Toni Felter, John Kurtz, Maureen Radke

Members Absent: Janet Coltman, Mary Millington

Staff Present: Jonathan Scheel, Zoning Administrator

C. Inquiry into Potential Conflicts of Interest

D. Approval of Agenda

Motion by Member Felter, seconded by Member Boehmer to approve the agenda as presented.

Motion carried by unanimous voice vote.

E. Approval of the Minutes

1. Minutes from November 13, 2023

Motion by Member Boehmer, seconded by Member Chamberlain to approve the minutes of November 13, 2023 as presented.

Motion carried by unanimous voice vote.

F. Call for Public Comment Not Related to Agenda Items

G. New Business

1. Report on Housing North Housing Study for Charlevoix County

Zach Sompels, Charlevoix County Housing Ready Program Coordinator, indicated Housing North had completed a 10-county housing needs study earlier this year. Mr. Sompels stated he would forward his presentation to the Commission Members as well. Mr. Sompels proceeded to review the highlights and the big takeaways from the study, which includes 600 pages of data with 45 pages related to Charlevoix County. Mr. Sompels responded to questions from Commission Members throughout the presentation.

Scott Beatty joined the meeting at 6:19 p.m.

General discussion followed regarding housing needs, the projects that take several years from start to finish for new housing units and the available vacant lots within the City from the

recent rezones.

2. Activities Matrix Discussion 2024

Chair Muladore stated that in December 2022, the Commission reviewed tasks by priority, organizing them by impact on the City and the efforts needed to accomplish those tasks; therefore, it was time to review and amend the list as needed. Discussion followed regarding the tasks included in the matrix from 2023.

Zoning Administrator Scheel stated there was a potential \$50,000 grant available that involved planning efforts related to housing, and he had spoken to the City Manager about approaching Charlevoix Township to apply for the grant to use a third party to help with properties adjacent to the township that had the potential for housing development.

Mr. Scheel stated the Commission is doing a great job at using the Master Plan as a guide and using it to amend the zoning ordinances about the missing middle housing issue. There were numerous other suggestions and goals in the Master Plan that weren't specifically related to the Planning Commission, which included policies and programs the City Council has control over. Mr. Scheel requested the Commission's guidance on future ordinance amendments that use the Master Plan as a guide. Mr. Scheel suggested that a joint meeting in the near future with City Council would be a good idea. After discussion, the Commission agreed to discuss prioritizing and categorizing the activities matrix at the January meeting.

H. Old Business

1. Outside Storage Ordinance

Zoning Administrator Scheel stated the Commission had asked him to write specific language related to changes needed to the outdoor storage language in the zoning ordinance. Mr. Scheel stated he needed more feedback from the Commission regarding what is or is not important, amid what is or is not intrusive to neighbors or the public at large. Mr. Scheel provided in the packet numerous pictures from the southeast neighborhood that are legal, some may or may not be legal because of the intent, but because of the wording in the ordinance, the attorney said the provisions were not enforceable at this point. The Commission reviewed the photographs.

Discussion followed regarding the ability of people who own RV's and boats to store such equipment/vehicles properly off of their residential lots, no storage of vehicles in the front yard or front setbacks, and whether the proposed revisions are enforceable.

Zoning Administrator Scheel reviewed each of the proposed revisions to the ordinances, the ability to enforce them and the consistency of each. Member Beatty stated he was not offended by seeing boats in driveways or recreational vehicles and the statement regarding owners being able to afford such vehicles can afford to store them properly is disingenuous. Member Beatty stated that any boat, car, rv, etc. should be licensed and operational, and out of the setbacks and right-of-way, and that the length of allowable boats should be 30' instead of 20'.

Nelson Fletcher, resident of State Street, stated the Commission should consider that the median household income is \$37,000, a large variety of lot sizes/houses in the City, and that

people can't afford to store their recreational vehicles off-site.

Chair Muladore stated she did not want to punish the locals with varying income levels who live here year round and who own different-sized boats.

Shirley Gibson stated that it depends on whether you own a recreational vehicle or boat and whether it bothers you. Ms. Gibson stated she did not own one and her main concerns are that the ordinance should allow only one RV and definitely no one should be living in an RV,, and they should be small (18'). Ms. Gibson stated in her neighborhood there were several large motor homes that are larger than the house and RV's should not be parked in the front yard, and there has to be an ordinance that is enforceable.

After discussion, it was determined to discuss the outdoor storage issue again at the next Commission meeting.

I. Staff Updates

1. Zoning Report

Zoning Administrator Scheel stated the number of permits has decreased due to winter. Mr. Scheel highlighted the following items:

- Inquiries and contracts to purchase all the land on the top of Hurlbut, and the owner of The Earl bought the old school, and a developer on both sides of that property has contracts working with the owner of The Earl for one large development (from Bridge Street to State Street)
- A pre-development meeting was held for the Chamber building and MEDC hired a consultant to do some drawings for a mixed-use building
- Applied for a grant for housing rehabilitation tying it to the blight issues
- Two developers want to do a commercial project on 743 Petoskey Avenue

J. Requests For Next Months Agenda or Research Items

K. Adjournment by 8:00 p.m. unless extended by a motion

Chair Muladore adjourned the meeting at 8:03 p.m.

Sarah J. Dvoracek/fgm City Clerk

Jennifer Muladore Chair