

**Frankfort Planning Commission
Regular Meeting
October 9, 2007**

Meeting called to order at 7:02 p.m. by Chairman Doug Rath

Roll Call: Ed Duncan, Joe Hommel, Robert Johnson, Michele Larson, Akihiko Machida, Nancy Marshall, Bruce Ogilvie, Doug Rath, JoAnne Strohmer. Also present: City Superintendent Josh Mills, Suz McLaughlin, Myra Elias, Rick Taylor, Dennis Haugen.

Approval of minutes:

Motion by Ogilvie, seconded by Duncan to approve the July 10, 2007 minutes with corrections. Ayes: All. Nays: None. Motion carried.

Motion by Marshall, seconded by Machida to approve the August 14, 2007 minutes as presented. Ayes: All. Nays: none. Motion carried.

Chairman Rath apologized to members of the audience who were present in September for the Planning Commission meeting which had been cancelled. Rath stated that members of the Commission who were available should have arrived at city hall and then stated the meeting was cancelled due to lack of a quorum instead of simply cancelling the meeting.

Approval of agenda:

Motion by Ogilvie, seconded by Duncan to approve the agenda as presented. Ayes: All. Nays: None. Motion carried.

Public Input:

Suz McLaughlin, 670 Crystal Ave. – Asked Planning Commission to define group which is working on the Master Plan revisions; questioned if it is an appointed committee or work study session. Also questioned what guidelines the group is using to determine the revisions.

Rath stated it is a subcommittee made up of member of the Planning Commission and members of the public.

McLaughlin asked that, as a subcommittee, does the group follow Open Meetings Act, post meeting and is a quorum needed for the group to meet.

Mills stated they are work study meetings. Rath stated the group has no authority to make decisions. As a subcommittee, there are 2 or 3 members of the Planning Commission, avoiding a majority to make decisions. Group simply formulates ideas to bring to the Commission; very initial step in Master Plan revisions to get organized for public hearings.

Mills stated mailings will be sent to property owners as well as articles in the newspaper and posting at city hall when public hearings will be held.

Myra Elias, 110 George St. – Last required appearance as elected city official and wished to recognize the Planning Commission members for being very dedicated and hardworking individuals.

Open Public Hearing

Special Use/Site Plan Review request from Ernest & Maxine Ray, 123 Coast Guard Rd., Frankfort to replace an existing 12'x20' garage with a 20'x28' garage with exterior stairway and upper story in the Waterfront Business District.

Mills stated the Ray's were granted a variance to deviate from the lot width section of the ordinance and that all other ordinance requirements were met. The Special Use request is required in accordance with

Section 8115.06 of the zoning ordinance. Mills stated 1 letter in support of the project was received from Raymond & Mary Ellen Miller (attached). No correspondence was received in opposition to the request.

Ernest Ray stated he would like to remove the garage which was built in 1937 and construct a larger garage with sleeping quarters and additional storage space.

Ray Miller, 127 Coast Guard Rd. – Stated his letter was read but wanted to be presented as well to show his support for the project.

No one spoke in opposition to the project.

Ogilvie questioned if the request violates any ordinance regard ancillary sleeping quarters in a building on a single lot. Mills stated no, it meets the minimum size requirements for the R-3 District as well.

Ogilvie questioned if there would be restroom or kitchen facilities. Mr. Ray stated a restroom but no kitchen facilities. Mills stated in the Waterfront Business District, homeowners can have residential use above the garage.

Closed Public Hearing

The Planning Commission went through the following standards and findings under Section 8115.06 and voted as follows:

- (a) Will be harmonious, and in accordance with objectives, intent, and purposes of this Ordinance; **Agreed 9-0**
- (b) Will be compatible with the natural environment and existing and future land uses in the vicinity; **Agreed 9-0**
- (c) Will be compatible with the City Comprehensive Plan; **Agreed 8-0. Ogilvie abstained**
- (d) Will be served adequately by essential public facilities and services, such as highways, streets, police and fire protection, drainage ways and structures, refuse disposal, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such service; **Agreed 9-0**
- (e) Will not be detrimental, hazardous, or disturbing to existing and future neighboring uses, persons, property, or the public welfare; and **Agreed 9-0**
- (f) Will not create additional requirements at public cost for public facilities and services that will be detrimental to the economic welfare of the community. **Agreed 9-0**

Motion by Duncan, seconded by Johnson to approve the Special Use request from Ernest & Maxine Ray, 123 Coast Guard Road, Frankfort to replace and existing 12'x20' garage with a 20'x28' garage with exterior stairway and upper story in the Waterfront Business District. Ayes: All. Nays: None. Motion carried.

Old Business:

1. Master Plan Revisions

Mills stated all grant information has been submitted. In process of clarifying verbage to accommodate HUD requirement that no more than 20% of funding be utilized for planning purposes. Michigan Land Use Institute is willing to help facilitate meetings for Master Plan revisions. Planning Commission continued to discuss schedule for extra Master Planning meetings tentatively setting October 23 at 7 p.m. as next meeting date.

No motion necessary.

New Business

1. Site Plan Review for Bayside Cycles, 921 Main St.

Dennis Haugen gave brief presentation on remodel to Bayside Cycles after recent fire including constructing a second entry for the five upstairs units as well as rotating the existing stairway. Questions were raised regarding unit size and windows. It was stated those are building department issues, not Planning Commission. Planning Commission only needed to address rotation of current stairway and proposed stairway.

Motion by Duncan, seconded by Ogilvie to approve the site plan for Bayside Cycles, 921 Main St., Frankfort to construct new ingress/egress stairways. Ayes: All. Nays: None. Motion carried.

2. Special Use/Site Plan Review Extension for JoAnne Frary

Mills stated last year at this time, the Planning Commission granted a 1-year extension for Ms. Frary. Ms. Frary is requesting a second extension. Rath questioned if the extension is granted and the property sells, does the extension go to the purchaser. Mill stated no, the extension is non-transferable.

Motion by Ogilvie, seconded by Duncan to approve the Special Use extension, for one additional year to October 9, 2008. The Special Use Permit is not transferable to a new owner. Ayes: All. Nays: None. Motion carried.

3. Preliminary Review for Northern Lights & Lifestyles proposed addition

Mills explained the proposal for Northern Lights and Lifestyles which is similar to the Crystal Lake Adventure Sports (formerly Pamela's) and Caddy Shack buildings. Mills stated he reviewed Section 8108.03 Part D of the Zoning Ordinance, and feels Special Use is the best way to proceed. Parking is adequate. Ogilvie and Marshall agreed that this mixed use in the Central Business District is what the Master Plan revision subcommittee has been discussing.

No motion necessary.

Public Input

Myra Elias, 110 George St. – Questioned the rationale behind not extending Ms. Frary's Special Use Permit to a new owner, if requested. Rath stated it is possible to extend to new owner but extension would have to be for exact use Ms. Frary, no deviation. Mills concurred.

Motion by Ogilvie, seconded by Marshall to adjourn at 8:05 p.m. Ayes: All. Nays: None. Motion carried.

Respectfully submitted,

Joshua J. Mills
Recording Secretary

Douglas Rath, Chair

Akihiko Machida, Secretary