

**Planning Commission
City of Frankfort
Draft Minutes
November 12, 2013
Regular Meeting**

Call to Order: 7pm
Roll Call : Barresi, Bissell, Campbell, Fairchild, Ogilvie, Penne, Storrer
Recognition of Visitors: Suz McLaughlin, Sharron May, Supervisor Josh Mills
Quorum present

Motion to approve Minutes of Regular Meeting: October 8, 2013; moved Fairchild, seconded Storrer, all ayes, motion carried.

Motion to approve Agenda; moved with addition; moved Barresi, seconded Bissell , all ayes, motion carried.

Letters of Correspondence

October 10, 2013 letter from Hugh and Pat Hessler, including photos of recent washouts in the embankment on the site next to the Maples. Ogilvie read the substance of the letter.

Public Comments

Suz McLaughlin, 670 Crystal Ave spoke as a member of the Renewable Energy subcommittee and Benzie Solar Initiative. The members were excited about the change from square footage to the % on rooftops, but are a little concerned about the restriction for pole mounted solar installations in the North City District. They were hoping that lot sizes would be used as a way to differentiate what would work and what wouldn't but they realize that in areas with larger lot sizes, they can go to ZBA and deal with it that way. Questioned whether outdoor wood furnaces have to have a permit.

Mills – if they are a permanent, yes; if a structure larger than 200 sq.ft. Any structure must be 10 ft away from any other structure.

McLaughlin – People may not know that. I wonder if it would be feasible for permitting process to dictate distance from house, etc. Because we can only deal with land use issue, is there another method to get to that in the Alternative Energy Ordinance?

Ogilvie – Chapter 5 of the Municipal ordinance does dictate certain requirements and necessary restrictions that cover furnaces and we can expand on it.

McLaughlin hopes that if the PC intends to keep biomass in the ordinance, that they revisit a long community education. The only place that is really feasible is the industrial park but with the talk of the necessity of having a nice entry to our community, do we really want another industrial [thing] as an entrance to the city? From an aesthetic and practical basis. The last thing is there is an interesting disconnect between the lovely visioning done and the MP and zoning ordinance. We are piece-mealing and Frankfort can stand up and shine and do some community energy awareness workshops.

Ogilvie- we did try in our preamble and in each section to reflect as much of the MP verbiage, however there are certain things in the statutory world that the MP can only talk about in general terms.

McLaughlin gave an example from the Master Plan 'any complete network of green infrastructure increases property values... improves quality of life...the city needs detailed environmental and energy strategy'. Here we are developing a Zoning Ordinance that deals with two very specific aspects and we don't really have an over-reaching community vision of what we want this to really look like. I think the cart is before the horse and it seems like the time to engage in a greater discussion.

Ogilvie - The only thing we are looking at is non-oxygen based. At this point the only place we can envision something like that is near or upon the BLUA property. There is finally, in Midland, an experimental process called plasma gasification. It will be operational very soon and it's evidently quite small. It's taking community refuse and turning it into usable products without any emissions. I have great hope that we can have something in the ordinance that would allow us to review that. It doesn't mean we would have to approve it.

Sharron May, Crystal Lake Township – Jim MacInnes, who has an energy engineering background questioned what he saw as a weak point in the plasma gasification presentation: feedstock. It's an economy of scale issue in a town this small. I didn't hear the response back.

Ogilvie – you need to have 25,000-30,000 lbs per week. As of 2012 we were producing as a county 38,000 tons of solid waste. Almost 50% is recyclable.

Mills – It's an emerging technology. It may not necessarily be situated in the city. Whether or not it becomes a reality, it requires a larger scope discussion. Technology today can be totally different a year from now.

Ogilvie – A research paper in Canada said that nano-technology is going to change how refuse is handled.

Storrer – that is from a community of 500 people, less than half of our size, and it's working successfully for them.

Ogilvie – it supplies their entire diesel for all the community's trucks, the county's trucks and 500 households.

McLaughlin – what about the mass amount of transportation?

Ogilvie – 7 truckloads a day

Mills – it's a unique technology. All of the trucks can operate on the synthetic diesel it creates. It's worth looking into. The technology is really emerging. Is there something beyond the silver lining? I don't know.

Ogilvie – I'd like us to have an outline for consideration. I don't want us to be blindsided as a city when someone comes in and says we're going to do this thing and you don't have any rules against it.

Mills pointed out that it needs to be addressed in the Rural District. **Ogilvie** proposed that the rural district would allow both roof and pole mounted.

Mills added that he met over the Maples situation. The blowout was unfortunate. The Maples will have a challenge with storm water.

Request to Appear: none

Reports to the Commission:

1. **Report from the Chair: Bruce Ogilvie** will have a workshop on the Renewable Energy draft. Chip Smith will be here to work on the draft site condominium ordinance. The City Council Finance Committee approved contracting him. Josh Mills worked to get Fire protection millage passed which helps city free up some of funds. He attended Lakes to Land Leadership Team meeting about shortcomings and successes in getting Master Plans done. Ogilvie gave some input on how Frankfort handled public comments. They are looking for \$1.7 million in new funds this coming year including a transportation grant for M-22 scenic highway designation.

Poverty Initiative Report, Jim Campbell: There were about 170 people there, educated, and concerned over poverty. Go to Traversebaypri.org for information. He attended breakout sessions on food and then on transportation. He tried riding the Benzie Bus 2 days a week for 6 weeks. Poverty strikes women 10 fold compared to men. The PC can look at transportation issues. Traverse City has been doing a lot with affordable housing but Frankfort is pretty bad. Seasonal workers don't have a paper trail; waiters and waitresses can prove they have stable income. Moving from renting to ownership is difficult. **Ogilvie** asked for the follow up email. Our Gateway Village and other has vacancies right now. They are sliding scale based.

2. Committee Reports:

- a. **Kim Fairchild:** Signage/Wayfinding Committee – the state won't allow signage within 200 ft. of their sign. Mills will ask for deviation. Design is finalized and waiting for final approval for MDOT. Banners could get us through a couple of summers and are cost-effective.
- b. **Cory Bissell:** DDA/TIFD/Capital Improvements is waiting to schedule a meeting with the attorney. Bissell will be meeting with a person from the DDA in TC. Ogilvie added that Chris Olsen is interested in helping.
- c. **Pat Storrer:** Zoning Ordinance Review Committee is meeting tomorrow with Wade Trim's Chip Smith; the changes that were recommended will be part of the discussion.
- d. **Sam Barresi:** Public Restroom Facilities Committee/Parking/MSU Practicum Intern Report/Recommendations – tomorrow he will be meeting with the Benzie Bus people to continue conversation of the options for helping the city with parking issues.

3. City Superintendent Report:

- a. **Project Status: Complete Streets and Safe Routes to School Access** – Mills received email from MDOT; the low bidder pulled out so it will be re-bid. We will probably get a better project at a better price. It will go out for a bid next month and hopefully break ground this spring.
- b. **DDA/Capital improvements:** Shannon has created a database of every property in the corridor. The first goal is to assemble everyone and schedule the first meeting.
- c. **Wi-Fi:** we had some wind issues with the antenna at city hall, but the contractor is handling it. If you have a smart phone, we can enhance way-finding.
- d. **Grants:** we will know in November about Nippissing stairway. Other grants: fire department, SAW grant, a 90% grant for storm water enhancement and doing an asset base inventory of infrastructure, up to date GIS and aerial mapping; streetscape enhancement projects along M-22 allowing to update water main. MDOT is resurfacing M-115.
- e. **Dredging:** Today was the bid opening with two bidders. Luedtke Engineering was the low bidder. The bid results were submitted to the state for approval with September start date and May 15 completion date. Discussion over a Conflict of Interest with the election of Paul Luedtke to the City Council. He will have to abstain from the vote. **Campbell** asked about price over-runs.
- f. **Other:** A police chief has been selected but the application is on hold because of housing and daycare.

4. **Zoning Board of Appeals:** Kim Fairchild and Josh Mills – No report

Unfinished Business (Motion(s) previously made, tabled, or deferred, brought back for current consideration):

1. **Preliminary Site Development Plan Review Concept: still in (Zoning Ordinance Review) Committee deferred.**

New Business

1. **Discussion: Zoning Amendments** – Everyone on the Planning Commission is welcome to sit in with Chip Smith on changes that were reapproved in the September meeting. Tomorrow's meeting is the beginning of the implementation stage. Updates on the InDesign software cannot be done internally. He will also present ordinance proposals for PUD and Site Condominium Review process. During the 2/25/2011 Zoning Ordinance update, there were certain pieces that were copied from the old ordinance in without review. It's overdue for a good review with many changes at the state level.
2. **Discussion: Setback in Waterfront District** – The ordinance calls for s 25 ft. setback from the water line. **Mills** recommended considering lessening the setback in situations where there is a steel sheet wall installed. You don't have a slope sloughage issue and it controls water action; it's a protection device. Mills suggested dropping it into the corrections to review. And discussing webcams and Wi-Fi when discussing height exceptions.
3. **Other: Ogilvie** asked Planning Commission to review Renewable Energy Ordinance and think about biomass and wood burning furnaces. There is a provision for a 120 ft. wind collector. They would have to get pre-approval and a permit from the Michigan Department of Transportation and Aviation Unit and possibly from the FAA because it has a blinking light on it. No energy efficiency standards have to be met, but we do need to talk about it.

Public Input – Agenda Items Only - None

Any Other Business/Ongoing Business: Comments, Assignments, Discussion Outside of New Business Motions and Outside of Unfinished Business Motions: None

Motion to adjourn moved Fairchild seconded Campbell, all ayes, motion carried. Meeting adjourned at 8:21 p.m.

Next Meeting(s): *Regular Meeting: Tuesday, December 10, 2013, the Haugen Room, City Hall, 7pm.*
Commissioner Hand-outs: (1) Draft Minutes: Regular Meeting of 10/8/2013;