

Planning Commission
City of Frankfort
Draft Minutes
December 13, 2011
Haugen Room, City Hall,
Frankfort, MI

Call to Order: 6:00 PM

Roll Call and Recognition of Visitors: Barresi, Bissell, Campbell, Fairchild, Ogilvie, Penne
Public Present: Joshua J. Mills, City Superintendent, Sharron May, Alma House, Arlene Olsen, R.J. Johnson, Chris Bade, Tim Klein, Doug Cook.

Absent: Storrer *

Motion to approve of Agenda moved Bissell; seconded Fairchild; all ayes; motion passed.

Ogilvie welcomes **Sam Barresi**, newest Planning Commissioner appointee.

Motion to Approve Minutes of November 9, 2011 Regular Meeting moved Fairchild, seconded Barresi, all ayes, motion passed.

Motion to Approve Special Hearing Minutes for November 16, 2011 tabled.

Public Comments & Correspondence Concerning Items Not on the Agenda:

A letter was received from Planning Commissioner **Pat Storrer** regarding her absence from the December and January regular Planning Commission meetings and any special meetings between December 13th and January 23rd, 2011. [*See Motion to approve excused absence under New Business].

Alma House, 221 Michigan reiterated disfavor regarding any plans to move restrooms due to expense. If odor is a problem perhaps the city should put in a sewer line. It's good where it is.

Bob Johnson, 310 Forest is representing Sandy Jackson who is assigned to the committee that is reviewing the restroom issue; she could not attend, **tonight**.

Tim Klein, Chairman of City Parks and Recreation, Request to Appear before the commission: Klein spoke on the subject of Michigan Beach Restroom relocation. **Steve Campbell** and **Sam Barresi** went to the Parks and Recreation committee and the committee thought that it was a viable concept at no cost to the city. The Parks and Recreation committee are against a Cannon Park location due to safety issues. Klein recommends that the planning commission should decide whether to put it up for a public vote.

Josh Mills introduced **Chris Bade** of ASI Environmental who introduced a proposal concerning the construction of ground water pollution eradication at **Port City Smoke House**, 1000 Main Street, Frankfort. The project includes restitution of sidewalk, curbs and parking lot. The proposed work is pending final authorization. A former gas station at that location was the source of the ground water contamination. In addition to removing the source soils, the parking lot would be removed and reinstated. There is a plume migrating toward the southwest and the contamination could enter the storm sewer. Up to two extraction wells will be installed in the street. A pumping test will be begun next week. The proposed treatment method would be carbon absorption. Contaminated water would be placed in an infiltration gallery and reinjected back into the ground.

Discussion of proposed environmental remediation:

Ogilvie asked how much time it will take to get an answer on how many wells will be needed.

Bade responded that the test results should be analyzed by the end of the year.

Mills asked what is the plan to remove the wells in the right of way.

Bade explained that after the pumps have been turned off; they need to be monitored for 6 months for four consecutive quarters in compliance. If not in compliance, wells are turned on again. If

installed within 100 ft. of the source a groundwater permit is not required. That drives the location – it has to be installed within the capture radius of the extraction wells.

Mills asked how many times they have done this and the success rate.

Bade replied that since the 1970s, carbon absorption has been one of the most successful treatment methods. Although there are other technologies out there, it is most cost effective and time efficient method. The problem with this site is the building is located on top of the contamination and that could end up in the store. With biodegradation, the problem is still there. Natural biodegradation is not working on this problem.

Reports to the Commission

Chair Report:

Moratoria for Medical Marihuana and Alternative Energy – **Chair Ogilvie** recommended the renewal of the Alternative Energy Moratorium #3-2 for an additional 6 months. A Draft Medical Marihuana Ordinance for Review was offered for review.

Committees and Appointments:

1. Appointment of review committee [along with City Superintendent, Chief of Police,] for Proposed Marihuana Ordinance
2. Appointment of sub-committee of planning commissioners and public members to develop standards, guidelines and procedures **for public toilet facilities** in the City of Frankfort, including all parks and other city owned facilities. **Fairchild, Campbell and Bissell** volunteered.
3. Appointment of sub-committee of planning commissioners and public members to develop **Tax Incremental Financing District** along with City Superintendent and City Attorney. **Bissell** to lead.
4. Appointment of sub-committee of planning commissioners and public members to develop **Capital Improvements Plan for 2012-2017** with City Superintendent, **Bissell** to lead, **seeking public members to work on this committee**, combining for the time being, with TIF District creation.
5. Creation of **nominating committee** for Planning Commission Chair, Vice-Chair and Secretary with report due on March 13, 2012. **Penne and Campbell** were appointed to that committee.
6. Establish a subcommittee to make corrections and clarifications of the Zoning Ordinance (2011) and Master Plan (2010) for adoption no later than March 13, 2012. **Ogilvie and Mills** were appointed to that committee.

City Superintendent's Report – The Bayview Grille is moving ahead; the playground project is seeking grant funding opportunities and designs based on our Maritime heritage and the history of the community.

Old Business: None

New Business: None

Motion to formally excuse Vice-Chair Patricia Storrer from December 2011 and January 2012 meeting because she is in New Zealand on family business. Moved Fairchild, seconded Campbell, all ayes, motion passed.

Motion to Adopt and forward for consideration by Frankfort City Council a Renewal of the Alternative Energy Moratorium dated March 21, 2011 for an additional six months, ending June 12, 2012 moved Fairchild, seconded Campbell, all ayes, motion passed.

Public Input – Agenda Items only

Steve Campbell - thanked council for pushing the public restroom forward and the best solution for the community. Excited to work through the process.

Sharron May, 904 Adams, recommended the appointment of a sub-committee on Alternative Energy.

Ogilvie announced that DTE offers a few energy conservation kit with \$50 of energy saving devices with opportunity for \$5,000 worth of credits.

Unfinished Business Motions – None

Motion to Adjourn moved Fairchild; seconded Campbell; all ayes; motion passed.

Meeting adjourned at 8:32 pm

Commissioner Relevant Materials: Minutes of PC meeting November 9, 2011; Minutes of Special Hearing Minutes of November 16, 2011; Park & Recreation Board Timeline for Beach restroom; Draft Medical Marihuana Ordinance, Draft Renewal of Moratorium for Alternative Energy;