

FRANKFORT PLANNING COMMISSION – REGULAR MEETING
Meeting Minutes
March 10, 2009

Call to Order: 7:00pm.

Roll Call – Present: Ogilvie, Johnson, Martin, Clingman, Condon, Duncan, Hommel, McLaughlin, and Josh Mills. **Absent:** Larson

Public: Pat Storrer (Council liaison) Craig Patterson, Larry Clingman, pim Dodge, Bonnie Warren, and Shauna Fite Quorum present

Ogilvie: Identified and Introduced new Commissioner. Andrew Martin

Approval of Minutes

February 10, 2009 – Clingman identified **clarification of her statement, page 5 to add “... and not turn north.”**

Moved Martin, seconded Duncan, to approve the above minutes, as corrected. Ayes: All. Nays: None. Motion approved.

Approval of Agenda

Moved Duncan, seconded Hommel, to approve agenda, with **correction to change Peterson to Patterson.** Ayes: All Nays: None **Motion Approved.**

Request to Appear: Craig Patterson-Bay View & Grover Place Apartments Has been in discussion with Josh over last several months with regards to a total renovation of both Anchor Place and Grove Place Apartments (MSHDA, Michigan State Housing Development Authority)). Copies of site design and building elevation plans given to all Planning Commission members. Exterior to look 'maritime' by addition of cupolas. Adding air conditioning and upgraded heating units to outside each apartment for more energy efficient operations. Each apartment's outdoor patio will then need to be extended to accommodate the new energy equipment housing. Would like to begin construction sometime this summer ('09) Set backs and parking issues discussed

Josh: Project approved under Special Use permit, initially, currently designated R3. Recommended Class A, Non-Conforming designation best approach to deal with set back and parking issues. Housing to remain affordable under MSHDA for another 45 years. Asking for expansion of patio areas, addition of handicap walkways & cupolas, all within reason. Parking has never been an issue at this site. Parking is mainly one car and several units without vehicles.

Patterson: We're actually going to add two parking spaces, with this proposal, but we fall short of the current requirements by 13 spaces, at the Anchor Place location. Anchor Place residents have less need for parking due to the walkable location and the older population, many long term residents.

Josh: Parking has always been adequate at that location. I don't foresee any issues with that changing.

Condon: How many units are in there?

Josh: 24 in Anchor Place and 32 at Grove.

Johnson: That doesn't include any parking space in the front, does it?

Josh: No, all on premise.

Ogilvie: I noticed the bus shelter structure, are you planning on those for both locations?

Josh: There are. Benzie Bus may be interested in modeling other structures from this design.

Ogilvie: Are you going to have on-site managers?

Patterson: As far as living in the building that could happen, they will be here during the day and possibly the evening.

McLaughlin: The current residents will be relocated (during construction) and then return to their apartments?

Patterson: That is the intent and MSHDA projects have very strict guidelines for this procedure.

Josh: Proceed with a Class A, Non-Conforming designation with a new 15 day publication requirement. Public Hearing on April 14th.

Public Input-General Issues

Bonnie Warren, 590 Corning: I feel the need to express my profound disappointment in the failure of the Tree Ordinance to be approved last night. That said, your decision serves as a challenge to do better and so, be assured this issue has not been abandoned.

Shauna Fite, 115 Fifth St.: I just wanted to introduce myself as a new member of the Michigan Land Use Institute. I'll be serving as a resource in Benzie Co. I encourage you to come and talk to me of any issues. I also wanted to comment the vision Fair went really well. The agreement of the group (participants) was exciting to see. I was glad to participate in that.

McLaughlin, 670 Crystal Ave.: I think, we as the Planning Commission, need to send a Letter to the Editor to express our thanks to the people that came out to participate.

Johnson: This is an observation that this would be Michele's (Larson) last night. I think we need to thank her for her contribution to the Planning Commission.

Ogilvie: Have not received her resignation. We will write a special thank you to Michele Larson for her valuable contributions to the Planning Commission.

Hommel: I was disappointed in the diversity and the number of people that showed up for the Vision Fair. I think we were short changed in not having a broader cross section of attendance.

Chair Report

Frankfort's Vision Fair Report: Pleased that 48 people were there, sad that another 48 weren't there. We received some broad input on the vision of what Frankfort and and will become. Thank you for contributions. We did come to some consensus, as far as I can tell.

Public Survey Material and City Website for on-line responses: Available now, we need to encourage people to respond, as much as possible, by the first of April. We will keep the website up for an extended period of time, hard copies available at City Hall. Website address: frankfortmich.com

Subcommittee Reports

a. Bob Johnson - Zoning Ordinance Subcommittee – No report, at this time. After last night's meeting, any Zoning Ordinance that will be brought before, as far as I'm concerned, until after the Master Plan.

b. Joe Hommel – Community Fact Book – nothing to report

c. Suz McLaughlin – Grant Subcommittee-nothing to report. Am requesting an updated version of the budget to determine where we're at to date. Requested an updated budget for April meeting from Josh. Would like Planning Commission to be able to track expenses to be better informed. Would appreciate an updated copy of the CZM budget. Matching dollars required for most grants are a problem.

d. Katie Condon-Public relations – Good media coverage for Vision Fair activities. Will add information for the survey participation next. Will add survey access information to water bills.

City Superintendent's Report

Mills:Tracking previously reported and discussed Frankfort proposals for "Stimulus Funding" for City Water & Sewer and launch ramp proposals. Benzie Bus proposal good candidate for support. Recreation and Marina Master Plans moving forward. Recreation Master Plan done by Josh. Some discussion of Boat size, not to exceed 40ft. Perhaps there will be room for one such large boat but not wanting to compete with local marinas for this business.

Duncan: Motion to have Ogilvie work with Josh for Planning Commission provide supportive documents, as determined necessary, to support the Stimulus proposals. **Seconded: Martin** Ayes: All Nays: None **Motion passes**

Report from Zoning Board of Appeals (ZBA)

Hommel, Planning Commission Liaison with the ZBA No meeting to report.

Old Business

1. Motion to retain current Planning Commission Officers (Ogilvie/Chair, Johnson/Vice-Chair, McLaughlin/Secretary) **Moved Hommel. Seconded Duncan Aye: All Nays: None Motion passes.**

New Business-None

Public Input – Agenda Items only.

Shauna Fite: Noted the importance of getting a survey in everyone's hands with an article every week in the paper to keep the public engaged.

Pat Storrer, 424 Corning Ave.: Complimented the Planning Commission on the success of the Vision Fair. Do you have an amended date as to when things are going to get done?

Ogilvie: I asked this question of Wade Trim and they will comply with the 3/31/09 date previously set.

Storrer: Is there going to be any kind of survey of businesses?

Ogilvie: It's something we haven't considered, at this point.

Josh: I've talked to Joanne Bartley, (Chamber of Commerce)to obtain an inventory of businesses.

Condon: This will only reflect Chamber members.

Moved Duncan, Johnson seconded, to adjourn meeting. Motion approved.

Meeting adjourned at 8:10pm.

Next Meeting: Tuesday 4/14/09, 7:00pm Regular Meeting