

**Frankfort Planning Commission  
Regular Meeting  
March 13, 2007**

Meeting called to order at 7:04 p.m. by Chairman Doug Rath

**Roll Call:** Present: Joe Hommel, Robert Johnson, Michele Larson, Akihiko Machida, Doug Rath, JoAnne Strohmer. Absent: Gaylord Jowett, Nancy Marshall, Bruce Ogilvie. Also present: Josh Mills, City Superintendent; J. Douglas Holmes, Myra Elias, Larry & Julie Clingman, Suz McLaughlin, Bonnie Warren.

**Approval of Minutes:**

Approval of minutes from January 9, 2007, January 23, 2007 and February 13, 2007 was tabled until the April meeting.

**Approval of Agenda:**

Motion by Hommel, seconded by Johnson to amend the agenda to include Jowett's letter of resignation.

**Public Input:**

Suz McLaughlin – Thanked Planning Commission for adding second public input session.

J. Douglas Holmes – Asked if there were any more plans regarding the people engaging in their own snow removal.

Larson – Stated she felt that it was a City Council Issue.

Rath – Agreed with Larson. Stated snow removal was discussed at last month's meeting; however felt the Planning Commission didn't have the authority to make that decision.

Rath read Gaylord Jowett's letter of resignation.

**Old Business:**

**1. Master Plan Revisions**

Mills gave brief summary of the recent Master Plan Subcommittee meetings (synopsis attached). Stated the subcommittee started reviewing the northwest part of the City and moved east, breaking the City into smaller, more manageable sections to review; also looked at areas north of George Street in Crystal Lake Township which are predominately undeveloped. Under state law, City can engage planning efforts outside City; however it would not have any bearing for approval.

Subcommittee is trying to generate a rough draft of ideas, concepts to take to the public in upcoming forums; will personally invite all property owners and neighbors to the forums. The Subcommittee discussed enabling home occupations that wouldn't harm the environment, not increase traffic, be low impact such as computer-oriented businesses, professional services or small fabrication shops. Subcommittee also discussed living quarters above detached garages in all residential districts as long as adequate parking was available.

Subcommittee also spoke of enhancing tank hill. Felt most individuals didn't realize this area was a park; would like to consider the area for a possible observation deck, disc golf, biking trails, sledding trail, etc.

Subcommittee will continue to meet to discuss other areas of the City before scheduling public forums.

No motion necessary

**2. Historical District**

Subcommittee will meet in April. Mills stated he didn't want the historical district process to be too stringent; only wanted to make guidelines to help homeowners enhance homes in these areas.

No motion necessary

## **New Business**

### **1. Election of Officers**

Rath asked Planning Commission members if they would like to elect officers or table the election until all members were present.

Motion by Larson, seconded by Machida to table election of officers until April meeting. Ayes: All. Nays: None. Motion carried.

### **2. Jowett Resignation**

Rath stated the resignation letter from Gaylord Jowett would be passed on to City Council.

No motion necessary.

### **Public Input – Agenda Items Only**

Suz McLaughlin – Questioned if the grant from the feds is coming. Mills stated the funds were appropriations and the request was to do an economic revitalizations study. Some issues regarding wording of the agreement caused a delay. Stated the City had the option of waiting until 2008 for the funding or would have to show that 20% of the funds would be used for planning and the rest for marketing and design. McLaughlin asked if the Master Plan revisions would move ahead regardless of this hold up in the funding. Mills stated the process would move forward and that there is a 3-year earmark on the funds. Looking to set up discussions regarding the proposed changes with property owners with the help of area non-profits.

Myra Elias, 110 George St. – Pleased to hear Mills' report of progress with the Master Plan visions, concepts.

Bonnie Warren – Spoke of an area about ½ mile north of City limits known as High Bluff with stairway going to the beach. This is in a critical dune area and was done without DEQ approval. It was asked approximately how far down the beach the stairway is located. Mills stated it was 500-1,000' out of the City limits. Mills stated he would speak to Cliff Graves, chairman of the Benzie County Planning Commission, regarding the issue.

Motion by Hommel, seconded by Larson to adjourn at 8:07 p.m. Ayes: All.

Respectfully submitted,

Joshua J. Mills  
Recording Secretary

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Douglas Rath, Chair

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Joseph Hommel, Secretary