

**Frankfort Planning Commission  
Regular Meeting Agenda  
April 13, 2010**

Call to Order: 7:003 PM

**Roll Call:** Larson, McLaughlin, Ogilvie, Hommel, and Storrer; [4 vacancies]; Martin arrived at 7:14pm.

**Public present::** Bonnie Warren, Bob Dittrich, Thelma Novak-Ryder, Jim Campbell, Sharron May, pim Dodge

**Quorum Present**

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**Motion to approve minutes of Regular Meeting of March 9, 2010. Moved Storrer, Seconded Larson, all ayes. Motion passed.**

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**Motion to approve Agenda moved by McLaughlin, seconded Storrer; all ayes.**

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**Public Comments & Correspondence Concerning Items Not on the Agenda: None**

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**Reports to the Commission:**

**Chair Report, Bruce Ogilvie** recognizes Subcommittee work as an extraordinary effort to document the concerns of the public.

**Planning Commission membership** – need for members of the Frankfort community to volunteer for membership. No applications have been received.

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**Zoning Board of Appeals** – no report

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**City Superintendent's Report – Josh Mills – no report**

**Subcommittee Reports:**

Capital Improvement Plan: Suz McLaughlin-no report

**Public Comments on Draft Master Plan:** Patricia Storrer – The task was to receive and organize the public comment mandated by the state. City Hall has a permanent record of the submissions. Each comment was grouped according to the city objectives and by issue with a suggested action for each item. Next steps, some items need to be decided on by the Planning Commission. A detailed analysis will be available at the public hearing.

**By-Laws Report:** Andrew Martin: deferred to next meeting

**Unfinished Business** [motion(s) previously made, tabled or deferred, brought back for current consideration]:

1. **Motion to bring from the Table Nomination of Officers and Representatives of the Planning Commission for the term of office March 2010 through February 2011.**

**Motion by McLaughlin to table until commission has new members. Seconded by Larson. All ayes. Motion to table passes.**

**Other old business: None noted**

## New Business

1. **Motion to set Public Hearing** on Draft Master Plan for Tuesday, **May11, 2010** at 7:00 pm in the multi-purpose room of Frankfort-Elberta Elementary School in accord with Michigan Planning Act No. 33 of 2008, effective September 1, 2008, Sec. 43. (1) **Moved McLaughlin, seconded Storrer; all ayes; motion passed.**

2. **Motion to set a public hearing back up site at City Hall, same date and time. Moved by McLaughlin, seconded by Storrer ; all ayes; motion passes.**

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**Motion to approve, item by item, the following changes in the Draft Master Plan:**

- a. **Provide additional information in the Master Plan – specific reference to the Frankfort Elberta Area Schools, Benzie Transportation Authority, City Recreation Center, and City Assembly Center. Moved Storrer , seconded McLaughlin all ayes; motion passed.**
- b. **Eliminate prohibition of single story, single family residences in all residential districts (subject to height limitation for harmonious reasons). Moved McLaughlin; seconded Storrer; all ayes; motion passed.**
- c. **Eliminate references in all residential districts to prohibitions as to height, width, bulk or setback requirements for individual buildings on approved city lots (subject to height limitations for harmonious reasons). Moved by McLaughlin; seconded Storrer; all ayes, motion passed.** Discussion: Martin questions why and Ogilvie responds that is it is because of going to components of form-based code it is not required.
- d. **Eliminate in all commercial, industrial and waterfront districts references to *residential appearances, (e.g. front porches, second stories, pitched roofs, etc.)*, except as may be required in an approved mixed-use application with residential components. Moved Mclaughlin, seconded Larson, all ayes, motion passes.**
- e. **Modify height limitation be as specified on page 30 as to setback and height, not to exceed. in all commercial districts to retain specific maximum height (the lessor of 45 feet or three built stories) above street level, including architectural features. Add height and bulk limitations to provide continuing water views of Betsie Lake and Lake Michigan.**

**Moved by Storrer, seconded McLaughlin, all ayes, Motion passes.**

- f. **For infill development in all residential districts, using West City Residential model, extend building appearance, site use and parking limitations for new buildings including material/substantial modifications of existing buildings, and rebuilding of demolished or destroyed residential structures. Moved Ogilvie, seconded, Storrer seconds, 1 aye, 4 nays; motion fails.** Discussion: Storrer clarifies that this is to maintain the vision and character. McLaughlin feels that all districts should be treated fairly according to value, not according to layout. McLaughlin feels that they should celebrate that there are unique characteristics in each district and not replicate. Storrer questions how to you control it. McLaughlin rhetorically asks What IS maintaining city character?

**g. Modification of language relating to:**

**i. Stronger language concerning the maintenance and preservation of the natural environment, including forests, street trees, street parkways, garden areas, lakes, streams, rivers, parks and wetlands. Moved McLaughlin, seconded Storrer; all ayes; motion passes.**

**ii. Stronger language concerning the protection, and use of, or development of, steep slopes for residential and agricultural uses. Moved McLaughlin; seconded Larson; all ayes; motion passes.**

- iii. Create public health and safety language to eliminate the accumulation of hazardous waste. Time limits for the removal of unused or unregistered equipment, or their parts and/or pieces, and removal of debris, including construction debris. Require safe disposal of all hazardous waste. Moved McLaughlin, seconded Martin; all ayes; motion passes.
- iv. Material modification of language relating to forms of energy conservation and generation activities allowed, including, not limited, to solar, wind, wave, tide, biochemical interaction, biological conversion, or nuclear reaction. Require health, safety, and environmental standards compliance for the use of all energy generating or creation methods. Moved McLaughlin; seconded Storrer; all ayes; motion passes.
- v. Eliminate the term “granny flat” replacing it with *ancillary living space* within an accessory building or an extension of an existing residence. Moved by Storrer; seconded McLaughlin; all ayes; motion passes.
- vi. Allow ancillary living spaces for any residential district and prohibit in the industrial, commercial or waterfront district. Moved: Storrer; seconded McLaughlin; all ayes; motion passes. Discussion: Martin points out that not being within walking distance increases traffic and congestion problems. McLaughlin: Not any different than clustered housing. Mayor Johnson: living spaces has to meet ordinances that will take care of that.
- h. Provide specific reference in all land use districts to “elements of Form-based zoning” or “Smart Code” zoning methodology, as the implementation method for 2010 Zoning Ordinance of the City of Frankfort. Moved McLaughlin, seconded Storrer all ayes; motion passed.
- i. Provide under Economic Development for the creation of or allowing the installation of communication methods and equipment that improve the business atmosphere through innovation and applications, including broadband internet connections. Moved McLaughlin, seconded Storrer, all ayes; motion passed.
- j. Create development guidelines, methods, and cooperative activities with civic, religious and other not for profit, public charitable organizations to utilize excess or unused land and property for the mutual benefit of the city and the organization. Moved Martin, Seconded Larson; all ayes; motion passed.

**Public Input** – Agenda Items only

**Bonnie Warren**, 590 Corning under stronger language for steep slopes for residential : can you also mention clear-cutting? That is a specific reference to a natural feature and a process that destroys a natural feature.

**McLaughlin**: maybe that can be addressed with soil erosion permit process in the zoning we can make some determinations how that might fit in. The county has a very brief definition and consider tying to the county directive.

**Johnson**: Zoning will take care of that.

**Ogilvie**: we need to have a definition

**McLaughlin:** we can ask them to add a definition.

**Sharron May,** 904 Adams; requests clarification of receiving public input prior to the hearing due to language used in earlier drive to solicit public input suggesting that the comment period was “closed”.

**Storrer,** responding that comments can still be submitted in writing prior to the hearing; it will be clarified in the press release.

**McLaughlin:** concerned about lack of interest about serving on the Planning Commission, requests that attempts are made to broaden the search; “ there’s a problem.”

**Johnson:** my next step is to go on the street.

**McLaughlin:** we need to have a discussion about why people aren’t stepping up

**Johnson:** he is hearing that people don’t have time and other commitments

**McLaughlin:** there were other people who were applying when I was. Are we only looking for certain people?

**Johnson:** I take umbrage with that.

**Ogilvie:** I have noted people and contacted everyone on that list. We have contacted nine people.

**McLaughlin:** we have a problem.

**Thelma Novak-Ryder:** the only one that got shot down was something that I said. I just wanted to make sure that each residential section maintained the value that it currently has and that we are vigilant not to allow anything to go into those sections to erode the value or the quality of life. Not that they have to look like each other or increase the density in one area and not another.

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**No other Business**

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**Motion moved by Larson ; seconded by Martin; all ayes; motion passed.  
Meeting adjourned at 9:00PM**

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**Next Meeting Public Hearing on Master Plan, May 11, 2010, 7:00 pm.  
Next Regular Meeting, May 11, 2010 7:00 pm**

*Commissioner Handouts:* Minutes of March 9, 2010; Report of Subcommittee on Comments dated 3/22/2010 and 4/9/2010.