

**Frankfort Planning Commission
Regular Meeting
May 8, 2007**

Meeting called to order at 7:02 p.m. by Chairman Doug Rath

Roll Call: Present: Ed Duncan, Joe Hommel, Robert Johnson, Michele Larson, Akihiko Machida, Nancy Marshall, Bruce Ogilvie, Doug Rath. Absent: JoAnne Strohmer. Also present: City Superintendent Josh Mills, Don Fullenwider & Mike French of City Simulations, J. Douglas Holmes, George & Carolyn Ryckman, Jon & Peggy Hawley, Bonnie Warren, Myra Elias, Suz McLaughlin.

Approval of Minutes:

Motion by Ogilvie, seconded by Marshall to approve the minutes of the April 10, 2007 as presented. Yeas: All. Nays: None. Motion carried.

Approval of Agenda:

Motion by Hommel, seconded by Johnson to approve agenda as presented. Yeas: All. Nays: None. Motion carried.

Public Input:

J. Douglas Holmes, 817 Forest Ave. – Curious about subsidized housing he heard was coming in at the corner of Beech and Bellows. Is that true? Mills stated no. Holmes asked if there was something else going in at that location? Mills stated at this time, the property was donated to the educational foundation and they are trying to work out a sale with the Benzie Housing Council but those are not subsidized homes. Mills stated he does not know if the educational foundation accepted the offer from the Housing Council.

Carolyn Ryckman – Concerned about Dorothy Hensel's property at the corner of Beech and Bellows. Stated this is a beautiful, natural piece of property and the house seems to be in original condition. Spoke to John O'Neill of the Benzie Housing Council and it is the intent of the Housing Council to purchase the property, if grants are available, and use it to build affordable housing. Understands Frankfort needs affordable housing, however feels there is a better use for this particular piece of property. Hoping there is a way this property can be preserved for the citizens of Frankfort.

Old Business:

1. Election of Officers

Nomination by Marshall, seconded by Machida to nominate Bruce Ogilvie as chair and nomination by Duncan, seconded by Larson to nominate Doug Rath as chair. Nominations closed. Planning Commission voted by secret ballot resulting in a 4-4 tie.

Motion by Marshall, seconded by Duncan to allow chairperson candidate to have name drawn out of a hat due to 4-4 tie. Doug Rath was selected as chair by drawing out of a hat by Carolyn Ryckman.

Nomination by Marshall, seconded by Duncan to nominate Bruce Ogilvie as vice-chair. Yeas: All. Nays: None. Motion carried.

Nomination by Marshall, seconded by Ogilvie, to nominate Akihiko Machida as secretary. Yeas: All. Nays: None. Motion carried.

2. Master Plan Revisions

Mills stated at the last subcommittee meeting Don Fullenwider gave a presentation regarding the advantages of using a virtual model as a master plan mechanism. Working on squaring things away on the HUD grant.

No motion necessary

New Business

1. Site Plan Review – Crescent Bakery, 404 Main St., Frankfort

Rath stated that due to receiving income from the recent sale of Crescent Bakery, he asked the Planning Commission's permission to refrain from discussing and abstain from voting on the issue. Mills stated the proposal was for a stairway to the south of the property within the bakery's property in a zero setback district. The project will improve accessibility which will enhance firefighting/life saving capability. The project meets all guidelines of the ordinance.

Motion by Ogilvie, seconded by Duncan to approve the site plan review as proposed for 404 Main St. and 404½ Main St., Frankfort. Yeas: All. Nays: None. Motion carried.

2. CitySimulations

Don Fullenwider and Mike French, of CitySimulations, gave a brief history and how a virtual model could benefit the City. Currently, the downtown area is complete and CitySimulations is proposing to do a virtual tour of the remainder of the City. Planning Commission discussed how the tour could be utilized in regards to further development.

No motion necessary.

3. Water/Sewer Project

Mills stated the USDA Water/Sewer Project was out for bid and explained which areas of the City would have upgrades performed. Stated the \$2.5 million project would save the City approximately \$50,000 - \$70,000 a year due to waste water being treated at BLUA.

No motion necessary.

4. Lake Michigan Beach Project

Mills stated a few punch list items need to be completed to close-out the project. Also stated the City was awarded a grant from the Great Lakes Fisheries Trust to construct sidewalk from the turnaround to Sac, Sac to the pier and Miami to Sac.

No motion necessary.

5. Proposed Ordinance Amendment to Section 8105.02 (b) (2)

Mills read the following Section of ordinance 8105.02: In R-2 Districts, no uses shall be permitted except the following: (b) (2) Two-family dwelling, if the principle means of ingress and egress to the site is directly from M-22. Mills stated he would like to recommend to council the ordinance be amended to read as follows: Two-family dwelling, if the site borders M-22 due to sites that have curbing with an alley and major thorough-fare. Stated it would make more sense to allow access on existing alleyway. Planning Commission continued discussion of verbage of proposed amendment.

Motion by Marshall, seconded by Larson to table the proposed amendment until it could be enhanced. Yeas: 4. Nays: 3. Motion carried to table until next meeting.

Public Input – Agenda Items Only

Myra Elias, 110 George St. – Questioned when water/sewer improvements would take place on Harbor Place. Mills stated once a contract was awarded, he would know more however Harbor Place would commence after Leelanau Avenue has been completed; probably late summer. Elias suggested notices be placed in the newspaper to allow residents time to prepare for the construction.

Bonnie Warren questioned if the Benzie Housing Council purchased the Hensel property would the public be kept aware of what goes on; what exactly has to take place. Mills stated the house is owned by the educational foundation and they can sell it to whoever they want. It doesn't need to go before the Planning Commission. The property can be split and land use permits can be issued on three other sites. The property, as it is laid out now, can accommodate 3 more lots including 1 with the house.

Motion by Johnson, seconded by Larson to adjourn at 8:35 p.m. Yeas: All. Nays: None. Motion carried.

Respectfully submitted,

Joshua J. Mills
Recording Secretary

Douglas Rath, Chair

Akihiko Machida, Secretary