

**Planning Commission
City of Frankfort
Draft Minutes
May 8, 2012
Regular Meeting**

Call to Order: 7PM

Roll Call: Barresi, Bissell, Campbell, Fairchild, Ogilvie, Penne, Storrer

Recognition of Visitors: Sandy Jackson, Alma House, Bob Dittrich, pim Dodge, Sharron May, City Superintendent Josh Mills

Quorum present

Motion to Approve Minutes of Regular Meeting April 10, 2012 moved Storrer; seconded Barresi; all ayes; motion passed.

Motion to Approve Agenda with addition under New Business moved Barresi; seconded Fairchild; all ayes; motion passed.

Public Comments & Correspondence Concerning Items not on Agenda

Request to Appear: Pat Storrer spoke of the threat of garlic mustard and proper removal practices. The time for removal is now, while it is flowering. The city is hosting a volunteer garlic mustard pull, which is good; there is also a need for property owners to remove plants. Disposal of garlic mustard cannot be included with regular trash or composted. Place it in a black plastic bag and then, either, place the black bag inside a red Allied Waste red trash bag and affix an "Invasive Species" sticker, or, affix a yellow Allied Waste sticker plus an "Invasive Species" sticker to each black plastic bag. Storrer asked what the City could do.

Mills suggested enhancing volunteerism; working with SEEDS group or paying employees.

Bruce Ogilvie stated that as it is a land use issue, it falls within planning and zoning.

Alma House asked about the bulldozing of the dune on the beach.

Mills- it is not an area we normally grade but it was time. The city is allowed to go down to the high water mark. The city gave permission to the owner because the dune grew so high. The owner has to reestablish the berm and put two fences up to discourage the growth of the dune. The elevation is now back to where it was 20 years ago. Tree trimming may have caused it. After many conversations between the city and the owner a compromise was made.

Reports to the Commission:

- 1) Chair Bruce Ogilvie
 - a. Complete Streets and Safe Routes to School Access Project for 2012 – no report, other than the SR2S project is now waiting on decisions from the Federal Government.
 - b. **Energy** – There have been some interesting new ordinances that Ogilvie is reading.
 - c. **Medical Marihuana Proposed Ordinance** (see Unfinished Business)

- d. **Lakes to Land Regional Initiative** – Jim Campbell and Bruce Ogilvie attended the meeting last month, which was primarily about how to spend grant money. There will be two general meetings, one on May 24, 2012 at Frankfort Elementary gym from 7-8PM. This will be followed by Vision sessions similar to what Frankfort did for a week in July 2009. **Ogilvie** will be attending a meeting tomorrow, mostly as an observer until after the Visioning Sessions when the city of Frankfort will step in and contribute their expertise to the process.
 - e. **Master Plan and Zoning Ordinance Review - Storrer** indicated that there will be some small corrections, some new ordinances added like Medical Marijuana and Energy ordinances, as well as a review of what was brought over from the old ordinance to see if it is still applicable. Some will require public hearings; some are only typos that require Planning Commission approval. Commissioners were asked to submit items for review. **Ogilvie** emphasized that the most important thing to decide is whether the changes are substantive and require a Public Hearing. They hope to only need one Public Hearing before submitting to the City Council for approval.
 - f. **Ogilvie** distributed a handout about The Planners Web, an online journal that has a wide variety of articles and viewpoints to replace the Planning Commissioners Journal. He asked Mills to approve it as a budget item.
- 2) Committee Reports:
- a. **Public Toilet Facilities Committee and Signage/Wayfinding Committee – Kim Fairchild** reported that 79 survey responses were received and will be published by the next meeting. A sign company is meeting with **Josh Mills** next week. **Mary Armstrong** submitted some photos of signs for consideration. **Mills** is working on getting a budget. **Storrer** asked if the blue signs would be removed. There was agreement over liking the two existing logos, but **Mills** thought that eventually there would be a format that is similar in each location.
 - b. **Downtown Development Authority (DDA)/Tax Incremental Financial District/Capital Improvements- Cory Bissell** reported that he and **Mills** came across a different improvement plan called a **Corridor Improvements Authority (CIA)** that allows more than one authority in the municipality and is more modern. **Barresi** asked where the city fits with regards to the criteria. **Mills** replied that item #3 required that the corridor be within 500 feet of an arterial collector and he had confirmation that M-22 qualifies. **Bissell** has a sample resolution from Ann Arbor. **Mills** will get a sample from Matt McCauley have the North Michigan Council of Governments (NMCOG) and Mr. Doren, the city attorney. **Storrer** asked if a resolution and consideration of the pros and cons would be done in the same meeting. The Planning Commission can serve on the DDA board and Mills will make sure that can be done with the CIA. The number of members required are more for the DDA. **Mills** will see if **Tino Breithaupt** will speak to the group about it. **Fairchild** questioned whether the scope of businesses represented by the DDA was different than the CIA.
- 3) **City Superintendent Report: Josh Mills** reported that an article about the **Playground** would come out tomorrow. June 7 is the primary day for volunteers. An anonymous donor offered to pay the remaining balance. \$31,000 has come in so far. A shaded area for young toddlers may be funded. The goal is to replace the boards on the pavilion and metal roofs. The playground will have a ferry, a lighthouse, Frank's Fort and historical information. Every building in downtown will be occupied this summer except The Rhodes building. **Mills** will reiterate the deadline and ask for a progress report from **The Bayview Grille**. **Mills** met with the group interested in a Brewery: this is

hinging on whether the owner will agree to a lease with buy option. The sewer was full of grease. **Mills** will be asking businesses to be in compliance regarding grease traps.

- 4) **Zoning Board of Appeals – Bruce Ogilvie and Josh Mills – no report.** There will be a meeting in May.

Unfinished Business - *None*

Motion to adopt the Draft Medical Marihuana Ordinance following a public hearing, pursuant with established procedures (moved Storrer/Ogilvie). Was tabled at February, March and April meetings, and is still tabled.

New Business

Motion to approve Jim Campbell's absences on Feb. 12 and Mar. 13 as excused absences for medical reasons. Moved Ogilvie; seconded Storrer; all ayes; motion passed.

Public Input – Agenda Items Only

Storrer asked the status of the Capital Improvement Plan. No report.

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

Meeting adjourned at 8PM

Next Regular Meeting: Tuesday, June 12, 2012, the Haugen Room, City Hall, 7pm
Commissioner Handouts: Draft Minutes: Regular Meeting of 4/10/2012;