

**Planning Commission  
City of Frankfort  
Draft Minutes  
June 11, 2013  
Regular Meeting**

**Call to Order:** 7pm  
**Roll Call :** Barresi, Bissell, Campbell, Fairchild, Ogilvie, Penne, Storrer (no vacancies)  
**Recognition of Visitors:** pim Dodge, Alma House, Sandy Jackson, Colin Merry, Josh Mills, Sharron May, Tom Kunitzer, Jessica Carland (from Beckett & Raeder)  
**Approval of Minutes:** Regular Meeting: May 14, 2013; moved Storrer, seconded Barresi, all ayes, motion passed.  
**Approval of Agenda:** moved Fairchild, seconded Bissell, all ayes, motion passed

**Public Comments & Correspondence Concerning Items not on Agenda:** see Public Procedure on back of Agenda

**Request to Appear:** none

**Sharron May, 904 Adams** – presented a Lakes To Land report and Invitation for the City Council and Planning Commission’s full attendance at The Master Plan Priority Share Meeting on Thursday June 27, 2013 6-9pm at Pleasant Valley Community Center, 3586 Glovers Lake Road In Arcadia. May provided a written report that included a history of the L2L Initiative. This will be the first time that all the communities involved in the Initiative will come together to begin looking at opportunities for collaboration in preparation for a “Convention of Communities” in Fall 2013.

**Barresi** read the Jan 31, 2012 letter from Dennis Campbell for the record and to clarify any misunderstandings.

**Mills:** there were meetings in 2002 and that’s where Dennis Campbell reviewed the plan and was aware that it was going to be adopted. “At that time there was no disagreement about the layout. But then we fast-forward four years...”

**Ogilvie:** It was a very contentious time and highly emotional. We’re trying to avoid overly emotional responses. We want to move forward and not wallow around in the past.

**Reports to the Commission:**

1. **Report from the Chair:** Bruce Ogilvie – Reviewed a report on Frankfort’s Master Plan implementation; he; will be attending the L2L meeting and the advanced Place-making training in Lansing. He took a webinar on Alternative Energy for Small Communities. He just received attorney Peter Doren’s take on the Medical Marihuana Ordinance which will be discussed later.
2. **Committee Reports:**
  - a. **Kim Fairchild: Signage/Wayfinding Committee** – the Chamber Foundation approved a grant match associated with the M-22, Phase I installation of six signs. There is a meeting tomorrow regarding the details. He discussed banners with Dan Aldridge of DA Designs to help aid in the process. With the Community Wi-Fi, there could even be a commercial way-finding component. Wi-Fi will start with a 2 hour free daily component and vouchers. The City Council budgeted the remaining 50% which was a total of just under \$12,000. The Practicum identified some very creative ways to come up with signage.
  - b. **Cory Bissell: DDA/TIFD/Capital Improvements** – The City Council adopted the DDA proposal. A notice in the newspaper and mailing to local residents will get everyone informed. They are seeking board members.
  - c. **Pat Storrer: Zoning Ordinance Review Committee** – working through procedural aspects of the preliminary review process. Looking at other cities. Next meeting 9am tomorrow. Ordinance will be developed so that the preliminary review process becomes part of the Ordinance.
  - d. **Sam Barresi: Public Restroom Facilities Committee/MSU Practicum Intern Report/Recommendations** – the committee met this morning and reviewed key aspects of the Practicum report and focused on issues that dealt with safety. They are looking at additional strategically placed pedestrian cross walk signs near the beach requiring cars to stop; lowering the speed limit to 10-15 mph. A discussion about traffic flow followed. The Practicum students recommended innovative ideas on parking

issues and how to maximize parking. We are almost 300 parking spaces short on high demand days near the beach. A discussion followed about a stop sign, speed bumps or traffic study. Manistee put pedestrian sign at every intersection. Concerns about traffic backups were discussed.

**3. City Superintendent Report:**

- a. **Project Status: Complete Streets and Safe Routes to School Access** – the one sign that had the radar show the speed is not allowed by MDOT regulations. Mills would like to look into renting or purchasing radar trailers which they do allow.
- b. **DDA** – see Committee report above (2b).
- c. **“Recreation” Center, status** – looking at preliminary design to bring to the PC and CC. The L2L Initiative will do a regional Recreation Master Plan and is bringing in Jessica Carland to help out.
- d. **Compliance on 629 Forest and 1335 Hall properties, and garage at Anchor Place Alley, east of 9<sup>th</sup>** – There is another property that is worrisome with the Burley residence (owner departed) in the 600 block of Forest. There are still some issues with a couple of roofs; the other house is listed on the market, either the property has to sell or he has to initiate demolition. With Hall St. property there is interest in expanding the vacant property owned by the Sears family. There is a lot of interest in large acreage in the industrial park. We can't invoke eminent domain for economic reasons, only for parks. There is no activity on the Anchor Place Alley garage and Mills will be touching base with owner.
- e. **Wi-fi Grant – no report**
- f. **Status of Project(s): Stormcloud Brew Pub:** a little behind but should be completed in a few weeks.
- g. **Status of Proposed Project(s): 7-unit Carriage House, Serendipity North, 215 Main Street West-** no report.
- h. **Frankfort Lighthouse** – the group met and is initiating a fundraiser.
- i. **Frankfort Farmers Market-** The market has expanded and revised the guidelines to reinforce the local farming; they have agreed that they will not accept new vendors on the Art Fair days.
- j. **Garlic Mustard Collection** – there is a dumpster at the recycling until the end of June on Wednesdays 5-7PM and Saturday from 10-2. CLT is sharing the \$50 cost with the city. It's a joint Collaborative effort between the township, the city and the Conservation District. The Conservation got a grant and spoke to the Tree Board about getting a dumpster and volunteers.

**4. Zoning Board of Appeals:** Kim Fairchild and Josh Mills: no report

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

**1. Preliminary Site Development Plan Review Concept: still in (Zoning Ordinance Review) Committee**

**2. Medical Marijuana Ordinance:**

- a. **Motion to bring off the table the Motion to Approve Draft Ordinance for Medical Marihuana (tabled 4/9/2013 following Public Hearing) moved Storrer; supported Barresi; all ayes; motion passed.**
- b. **Motion to Approve Draft Ordinance for Medical Marihuana moved Storrer; supported Ogilvie; motion withdrawn.**

**Discussion:** The attorney's version arrived only today and was read by **Ogilvie**. **Fairchild** asked if the feedback from **Steven Thompson** had been taken into account. **Ogilvie** affirmed and added that there were no substantive changes; only the map was deleted because the official zoning map is sufficient. At the end of June the moratorium will expire.. **Ogilvie** doesn't anticipate a rush of applications but we will have a facility statement on the books should they get an application. The only thing being controlled or dealt with is a facility that grows Medical Marihuana for others. We are not legalizing marihuana. Because **Barresi** objected to voting on something he hadn't read, **Ogilvie** called a Special Meeting on June 25<sup>th</sup>.

- c. **Motion to Table the Motion to Approve Draft Ordinance for Medical Marihuana (tabled 4/9/2013 following Public Hearing: tabled again 5/14/2013) until June 25<sup>th</sup> Special Meeting on Tuesday at 5PM moved Ogilvie, supported Storrer; all ayes; motion passed.**

**3. Determination of “Unclassified Uses” Ordinance 8203.23 for 529 Harbor Place**

- a. **Motion to bring off the table the Motion to approve proposed solar panel installation at 529 Harbor Place as an “Unclassified Use” in terms of Ordinance 8203.23; moved Storrer, supported Fairchild; all ayes, motion passed.**

- b. **Motion to approve proposed solar panel installation at 529 Harbor Place as an “Unclassified Use” in terms of Ordinance 8203.23 moved Storrer; supported Bissell; 5 nays, 2 abstained, motion failed.**  
**Discussion:** A letter and new site plan were received, proposing that the solar panel be ground mounted and expanded to a 32-foot coverage. This is different than the Jim Barnes’ project in that it is not being built on a secondary structure. This is ground-mounted for a commercial activity in a residential area. **Barresi-** it is still a commercial power generating facility. **Penne-** that’s what Jim Barnes is doing too. **Barresi-** this is for short term rental. Fairchild: if we want to encourage alternative energy, what does it matter if he’s renting or selling it? **Ogilvie** agreed; it was one of the issues raised in the letter. I think we should have community-based energy we have a lot of other things to deal with. We would need to create a non-profit or co-op or purchase land to exist on. The problem with small residential systems is they are pretty expensive while larger structures on solar farms are efficient. **Ogilvie** felt it would be an “attractive nuisance”.

**New Business** (New action items from members, in the form of a motion, in writing, please):

**1. Renewable and Alternative Energy:**

- a. **Motion to adopt the Draft Ordinance for Renewable and Alternative Energy Sections 8207.01 through 8207.06 following a public hearing, pursuant with established procedures was deferred until the ordinance is completed.**

**Discussion:** **Ogilvie** stated that the moratorium would be allowed to lapse.

**2. Site Plan Approval**

- a. **Presentation and Discussion about renting two hens and enclosed coop in a totally self-contained area.** Background: this site plan application is the first received in terms of the 2/25/2011 Urban Agriculture Ordinance, relating to 8206.07 Chickens and Rabbits. Since no one appeared to present this item, no discussion took place.

**3. Other actions in the form of a motion:**

- a. **Ogilvie** requested a motion authorizing delivery of his L2L report  
b. **Motion to authorize delivery of Ogilvie’s L2L report as an official report: moved Storrer, supported Fairchild; motion passed.**

**Public Input – Agenda Items Only**

**Sandy Jackson** – questioned what section of the ordinance the applicant for the solar panel installation might go to. **Ogilvie**, responding, referred to Ordinance 8203.23 . Referring to the status of the Renewable & Alternative Ordinance, the subcommittee had an issue with mandating an audit.

**Mills** was unclear about why the subcommittee objects to the audit.

**Ogilvie** surmised that they felt a mandate was too regulatory.

**Ogilvie** – introduced **Jessica Carland** who is contracted by B&R to facilitate the Regional Recreation Master Plan..

**Sharron May**, 904 Adams clarified the format of the L2L Priority Share Meeting. Regarding solar panel site plan, she suggested that the ground mounting of solar panels is an engineering decision that may not be negotiable.

She referenced an email sent to **Ogilvie** that listed specific objections from Jeremy Truogg the Energy Audit Expert and Urban Planner and asked if that correspondence was shared with the Planning Commission.

**Ogilvie** suggested inviting Mr. Truogg to a subcommittee meeting.

**Any Other Business/Ongoing Business: Comments, Assignments, Discussion Outside of New Business Motions and Outside of Unfinished Business Motions: none**

**Adjourn: Motion to adjourn moved Fairchild; seconded Campbell; all ayes; motion passed.**

**Meeting adjourned at 8:35PM.**

**Next Meeting(s):** Special Meeting Tuesday June 25, 2013, the Haugen Room, City Hall, 5pm; *Regular Meeting: Tuesday, July 9, 2013, the Haugen Room, City Hall, 7pm.*

Commissioner Hand-outs: (1) Draft Minutes: Regular Meeting of 5/14/2013; (2) New Site Plan for Solar Panel Installations 529 Harbor Place