

**Planning Commission  
City of Frankfort  
Draft Minutes  
July 10, 2012  
Regular Meeting**

**Call to Order:** 7pm

**Roll Call:** Barresi, Bissell, Campbell, Fairchild, Ogilvie, Penne, Storrer (*full slate*)

**Recognition of Visitors:** Sandy Jackson, Sharron May

**Quorum Present**

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**Motion to Approve Minutes of Regular Meeting May 8, 2012 (deferred from 6/12/2012, due to non-distribution); moved Storrer, seconded Fairchild; all ayes; motion carried.**

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**Motion to Approve Minutes of Regular Meeting June 12, 2012; moved Storrer, seconded Fairchild; all ayes; motion carried, with corrections.**

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**Motion to Approve Agenda; moved Ogilvie, seconded Bissell, all ayes, motion passed.**

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**Public Comments & Correspondence Concerning Items not on Agenda**

**Sharron May**, 904 Adams Rd, announced Makeup Community Visioning Session for Lakes To Land Regional Initiative on July 11, 2012 @ 6:30PM at the Pleasant Valley Community Center in Arcadia.

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**Reports to the Commission:**

- 1) Report from the Chair: Reported by Vice- Chair Sam Barresi (who also conducted meeting):
  - a. The Alternative Energy Land Use in City of Frankfort moratorium, as approved at the Commission's June 2012 meeting, was approved by the City Council.
  - b. The Medical Marihuana Ordinance moratorium, as approved at the Commission's June 2012 meeting, was approved by the City Council.
  - c. Lakes to Land Regional Initiative – See separate report, Lakes to Land Results from Past Sessions @ [www.lakestoland.org](http://www.lakestoland.org)
  - d. The Master Plan and Zoning Ordinance Review is ongoing.
- 2) Committee Reports:
  - a. Kim Fairchild: Signage/Wayfinding Committee – Fairchild is waiting to hear from Josh Mills on progress. There is a sign at the Mineral Springs Park restroom now. Fairchild was wondering if the public could be informed that city hall restroom is open on weekends. A meeting will be scheduled soon.
  - b. Sam Barresi: Public Restroom Facilities Committee reported on Survey Results. Another meeting is planned.
  - c. Cory Bissell reported on DDA/TIFD/Capital Improvements and is waiting to hear back from Josh Mills and the City Attorney. Ogilvie suggested that the Commission approve forwarding the resolution to the City Attorney.

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**Motion to forward the Planning Commission's June 12, 2012 motion approving the creation of a DDA (as corrected in the 7/12/2012 minutes) to the City Attorney; moved Ogilvie, seconded Fairchild, all ayes, motion passed.**

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- 3) City Superintendent Report: Barresi reported in absence of Josh Mills
    - a. Complete Streets and Safe Routes to School Access Project for 2012, project status: the city is waiting to sign the grant.

- b. Bayview Grille update on compliance actions – the screened-in porch is in compliance with the liquor license; Mills has spoken to sidewalk contractors and is confident they will meet the deadline.
- c. Mineral Springs Playground, update since 6/12/2012 PC meeting. Mills would like to see a canopy and also historical plaques that a “10-year old could read” – each plaque at a cost of \$1500. He has sent in a grant application to the Tribe to upgrade the pavilion.
- d. “Rec” Center status – the Federal Government has approved the tear-down and rebuild. The City Attorney is devising a lease contract between the City of Frankfort and the Masons.
- e. Educational Opportunity for PC members handout: Inter-governmental Cooperation Workshops on July 19<sup>th</sup> with a deadline of July 12 for Early Bird registration. The city will cover the expense. Jim Campbell will be attending.
- f. Fireworks in Frankfort – a discussion about the risks, need for an ordinance and who is the controlling authority? Is this a land use issue under the authority of the Planning Commission? In the interest of public safety Mills asked that there be some kind of ordinance. A child was injured. Any kind of fireworks shooting that leaves the ground would be prohibited or perhaps no fireworks in the city. Storrer will include as a topic in the zoning ordinance update. A discussion followed over who would be the controlling authority, Ogilvie suggested that it is a land use issue and that the planning commission could make a recommendation to the city council. In researching other areas, he found four instances where the Planning Commission was the authority and one instance where the City Council was. Bissell wondered if it fell under the burn ordinance. Ogilvie thought it could be expanded rather than writing a new ordinance. The city may want to put it into the municipal code as a police issue. Enforcement was a concern to Barresi. Ogilvie will download all the information he found and distribute to the other commissioners.
- g. Review of other construction projects, completed, in-progress and proposed – no new report.
- h. Villa Marine Restaurant & Bar proposed food service. There have been some questions regarding compliance. Because the lot is separate from the building, they are in compliance.

Zoning Board of Appeals – Kim Fairchild and Josh Mills. The ZBA meeting is set for July 19<sup>th</sup>.

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**Unfinished Business: None**

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**New Business: None**

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**Public Input – Agenda Items Only: None**

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**Any Other Business/Ongoing Business: Comments, Assignments, and Discussion Outside of New Business Motions and of Unfinished Business Motions:**

**Pat Storrer** acknowledged the magnificent job that State Savings Bank has done on their new parking lot.

**Ogilvie** suggested that as businesses meet the Complete Streets and Safe Routes to Schools, a community award by the Planning Commission might be a good way to acknowledge them.

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

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**Meeting adjourned at 7:32pm.**

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**Next Meeting:** Regular Meeting: Tuesday, August 14, 2012, the Haugen Room, City Hall, 7pm

Commissioner Hand-outs: (1) Draft Minutes: Regular Meeting of 5/8/2012; (2) Draft Minutes: Regular Meeting of 6/12/2012; (3) email of 7/6/2012 regarding 6/12/2012 DDA motion wording; (4) Lakes to Land Results from Past Sessions, released 7/3/2012, sent as separate email) 5) Educational Opportunity, Intergovernmental Cooperation