

City of Frankfort Planning Commission
Regular Meeting Minutes
September 13, 2016 5:30 PM Haugen Room, City Hall

Call to Order: 5:30 p.m.

Roll Call: Barresi, Bissell, Fairchild, Kirkpatrick, Kunitzer, Penne, Stahl via teleconference; Penne and Kirkpatrick absent. Quorum present.

Recognition of Visitors: Jim and Kris Kunz, Rick Schmitt, Scott and Molly Harrison, Bruce Ogilvie, Sharron May (Recording Secretary), Josh Mills (City Supervisor).

Motion to approve Minutes of Regular Meeting, August 4, 2016 deferred to October meeting, moved Kunitzer, seconded Fairchild, all ayes, motion passed.

Motion to Approval of Agenda as amended moved Kunitzer, second Fairchild, all ayes, motion passed.

Public Comments & Correspondence Concerning Items not on Agenda:

Bruce Ogilvie suggested a correction to the date of approved minutes. He appreciated Trailer and RV No Parking signs and thinks they should be extended until October. He requested more enforcement - the police are not writing tickets for normal things. Skateboarders are a serious issue.

Motion to amend date of Approved Minutes to Aug. 9th moved Kunitzer, seconded Fairchild, all ayes, motion passed.

Introduction of Proposed StormCloud Brewery Development - Jim Kunz gave an overview of the proposed StormCloud Brewing Development in the Industrial Park. Rough concept drawings were provided. They are shooting for a site plan approval in October, construction start-up in November and a June opening. They estimate the addition of 4 employees and up to 40-50 employees in 5 years. A discussion followed including signage and the current retail restriction in the Entrepreneurial Park. Questions were heard from members of the Commission, with the exception of Maury Stahl who was attending via teleconference and temporarily unable to be heard.

Reports to the Commission:

1. **Report from the Chair: Maury Stahl** (via teleconference) – No Report
2. **Reports from Planning Commission Committees:**
 - a. **Public Facilities** – Sam Barresi reported that there is a moratorium on meetings until they receive the drawings of the beach restroom.
 - b. **Master Plan Review/Update 2015** – Mills needs to touch base with Chip Smith and would like to set up a committee to move it along. Topics include retail in the industrial park, workforce housing and signage. He asked for a brainstorm list of what needs to be updated.
 - c. **Complete Streets Committee** – No report. Discussion on whether it should be removed from the agenda.
3. **Report from Zoning Board of Appeals** – Mills reported that a variance hearing allowed construction of a flat roof on Michigan Avenue.
4. **Report from Lakes to Land organization** – Mills reported that currently the focus is zoning ordinances and Stronger Economies Together, developing regional strategies for Energy, Agriculture and Advanced Manufacturing.
5. **Report from Parks & Rec Committee** – No Report. They will be meeting in October.
6. **City Superintendent Report:**
 - a. Market Square Park Restroom Update - Mills should know grant status in November.
 - b. Status Report - 7th Street Beach - Mills reviewed the project. A discussion followed about permits needed by Crystal Lake Township. Mills was told by the Township Supervisor that permits were not required.

- c. Crowd-funding - projects include enhancements to Lockhart field, historic interpretive signage and community website. Possible future projects include community center, trail expansion, other place-making enhancements.
- d. RV Trailer Ordinance Update Discussion about forming a joint subcommittee (DDA, Planning Commission, Chief of Police) to do an assessment. This was delegated to Public Facilities Subcommittee. An October meeting was proposed.
- e. Beach Restroom Update – Preliminary drawings were received. A discussion followed about flood plain, rip tides and pier safety (see item 2 under New Business). The surf community was acknowledged for their help in rescue efforts during rip tides. The Coast Guard put their seasonal plan on hold
- f. Code Enforcing Agents/Ambassadors – The discussion included use of contract employees and protocols such as those used by Plymouth, Michigan.
- g. Shuttle Service Review/Main Street Parking – The shuttle service was not effective. For tourism, it was suggested that a trolley or something more fun up and down Main Street.
- h. Dilapidated Building at Hall & Parkview Lane Update – Mills will be scheduling a hearing.
- i. Scott Harrison Residential Development – Kunitzer had his questions answered about the permit.
- j. Open Space Overflow Parking – the goal, according to Mills, is to lease property from Luedtke Engineering.
- k. Other-None

Old Business

- 1. Master Plan Revisions – See Superintendent Report, item 2b.
- 2. DDA Parking – No Report
- 3. Pine Lane Development – Will be cleared for purposes of the sewer main.

New Business

- 1. Pier Safety – See Superintendent Report 6c.
- 2. Beach Cleaning – Discussion about need for clean up between piers and possible solutions. Empire pays for cleaning from the proceeds from parking fees. Mills said there were more cigarette butts this year than he's seen in 10 years.
- 3. Establishment of Sign Ordinance Review – Kunitzer is moving forward on it.
- 4. Zoning Map Amendment (Civic) – Barresi talked to Kurt Schindler and discussed need to take legal steps required to rezone Civic to North Residential.
- 5. Powers and Duties of the Planning Commission (8104.06) – Discussion about whether the Planning Commission should have a say in vendors operating on the beach. Mills responded that it was a trial.
- 6. Motion to Excuse Fitzpatrick and Penne Discussion: Barresi suggested that the Planning Commission return to the practice of including an analysis of absences in their final reports.

Public Input – Agenda Items Only

Ogilvie commented on Ordinance developments looking at alternative energy. Financing is complex and difficult for individuals but communities can attract funding and contractors. He can offset 100% of his energy use with a unit on his garage. He suggests that the Planning Commission discuss a community solar garden and where it could be best sited.

Sharron May would like to see Frankfort's marketing and regulations integrated towards seasonal and year-round residents' and their friends/families vs. transient tourism. As for beach clean up machinery perhaps Gillison's could fabricate something.

Any Other Business/Ongoing Business, Comments, etc. – None.

Motion to adjourn moved Fairchild, second Bissell, all ayes, motion passed. Meeting adjourned at 8:05 p.m.