

**VILLAGE OF ONEKAMA  
PLANNING COMMISSION MEETING MINUTES  
Tuesday, March 8<sup>th</sup>, 2022**

Call to order 6:01 p.m.

Roll Call – Nola Teye, Deborah Storms, Susan Halloran, Lara Treemore-Spears

Accept/Amend Agenda – Nola moved, Debby supported, motion carried

Minutes Approval - Debby moved, Nola supported, motion carried

Public Comments (3 Minutes) – no members of the public present

Old Business

1. Fencing Zoning Work Session

Attached revisions were discussed, based on preliminary review and recommendation by the Manistee County Planning Department. Lara moved, Nola supported and motion carried to advance this proposal toward zoning amendment.

2. Signage & Accessory Structure Zoning Work Session – postponed until next meeting
3. Master Plan Review – postponed until next meeting
4. Communications with Board – the format for clear requests was discussed

New Business

1. Planning Commission Bylaws – Lara moved, Debby supported, motion carried to recommend the Council adopt the proposed Planning Commission Bylaws.
2. Approve Chair, Vice-Chair & Secretary – Lara moved and Susan supported appointing Nola as Chair, Debby as Vice-Chair and Lara as Secretary for 2022.
3. Michigan Municipal League Member Resources – request Planning Commission online access.

Next Meeting: Tuesday, April 12<sup>th</sup> at 6 p.m. at the Farr Center

Adjourn at 7:33 p.m.

Proposed Language March 2022

1019. Fences

- A. Fences of materials commonly used and marketed as fencing which are equal to or less than six (6) feet in height, at average grade, are allowed on any parcel's side(s) which is not adjacent to a road or adjacent to the shoreline of Portage Lake, except as prohibited in Section 1019.F, and except for corner lots, which may have a six foot fence on the same side as the garage or driveway. Except as exempted in Section 1019.C, any fence adjacent to a road or adjacent to the shoreline of Portage Lake shall be equal to or less than four feet (48 inches) in height and shall consist of growth or open fencing with an open space/solid ratio of fifty percent (50%) or more. All fences shall be installed with structural components inside the yard, and the visually-appealing side facing the public.
- B. Open Space/Solid Ratio means the amount of open space compared with the amount of adjoining solid material for each piece of fencing material. To meet the fifty percent (50%) or greater open space/solid ratio, each vertical piece of solid fencing has to have next to it an open space equal to at least half the width of that solid piece in a picket type of fence; or, each horizontal piece of solid fencing has to have either above or below it an open space equal to at least half the width of that solid piece in a rail type of fence. Height means the maximum height of the fence itself above the average grade, not including caps on top of fence posts.
- C. Exempted from the provisions of this Section are 12-gauge or thinner (about as thick as a nickel) wire fencing eight feet (96 inches) in height or less, used to protect gardens, landscaping plants, bushes or trees and installed in side or rear yards, and, during the winter season, temporary fencing used to control the drifting of snow or sand.
- D. A fence allowed in either Section 1019.A or exempted in Section 1019.C is permitted to be located in the setback areas of a parcel provided that no part of the fence violates Section 1008 or Section 7005.B.3 .
- E. All fences shall comply with State laws and regulations.
- F. The following fences are prohibited in the Village: chain link with inserts, welded steel, PVC plumbing piping, barbed or razor wire, electrified.

Compared Language 2016 vs. Proposed March 2022

1019. Fences

- ~~A.~~ ~~Except as A.~~ Fences of materials commonly used and marketed as fencing which are equal to or less than six (6) feet in height, at average grade, are allowed on any parcel's side(s) which is not adjacent to a road or adjacent to the shoreline of Portage Lake, except as prohibited in Section 1019.C or as F, and except for corner lots, which may have a six foot fence on the same side as the garage or driveway. Except as exempted in Section 1019.D, ~~any fence hereafter erected or placed on C,~~ any parcel fence adjacent to a road or adjacent to the shoreline of Portage Lake shall be equal to or less than 42"four feet (48 inches) in height and shall consist of growth or open fencing with an open space/solid ratio of fifty percent (50%) or more. Such a fence All fences shall be the only fence allowed to be erected or placed on any parcel's side(s) which is adjacent to a road or which is adjacent to the shoreline of Portage Lake and may be erected or placed on any remaining sides of such parcel installed with structural components inside the yard, and the visually appealing side facing the public.
- ~~B.~~ B. Open Space/Solid Ratio means the amount of open space compared with the amount of adjoining solid material for each piece of fencing material. To meet the fifty percent (50%) or greater open space/solid ratio, each vertical piece of solid fencing has to have next to it an open space equal to at least half the width of that solid piece in a picket type of fence; or, each horizontal piece of solid fencing has to have either above or below it an open space equal to at least half the width of that solid piece in a rail type of fence. Height means the maximum height of the fence itself above the average grade, not including caps on top of fence posts.
- ~~C.~~ ~~Fences of solid fencing material, growth or other commonly used fencing materials which are less than five (5) feet in height are allowed on any parcel's side(s) which is not adjacent to a road or adjacent to the shoreline of Portage Lake.~~
- ~~D.~~ C. Exempted from the provisions of this Section are chicken 12-gauge or thinner (about as thick as a nickel) wire type fencing eight feet (96 inches) in height or less, used to protect gardens, landscaping plants, bushes or trees and installed in side or rear yards, and, during the winter season, temporary fencing used to control the drifting of snow or sand.
- ~~E.~~ D. A fence allowed in either Sections 1019.A or Section 1019.CA or exempted in Section 1019.DC is permitted to be located in the setback areas of a parcel provided that no part of the fence violates Section 1008 or Section 7005.B.3.
- ~~F.~~ E. All fences shall comply with State laws and regulations.
- ~~G.~~ ~~Except for fences allowed or permitted in Sections 1019.A or C or exempted in Section 1019.D, all other~~ F. The following fences are prohibited in the Village, including: chain link with inserts, welded steel, and PVC plumbing piping, barbed or razor wire, electrified provided, however, that upon the filing of a request for a variance for a fence otherwise prohibited, the Board shall have the authority to direct the issuance of a permit if the following criteria are met:

- ~~1. The fence, as proposed, complies with the Height and Open Space/Solid ratio of Sections A and C and with State laws and regulations, and no part of the fence violates Section 1008.~~
- ~~2. The applicant has made a showing of a specific and significant need for this type of fence.~~
3. The adverse impact of this type of fence is mitigated by including in the permit requirements that the fencing shall be a color which is compatible with the surrounding area and shall be properly maintained by the land owner or it will be removed at the land owner's expense.

## **Village of Onekama Planning Commission Bylaws – Proposed for Council Approval March 2022**

**Membership**– The Commission consists of 5 members appointed by the Village Council, at the recommendation of the Planning Commission. A member of Village Council will serve as a Council Liaison and voting member of the Commission. The Council Liaison has the tie-breaking vote, if necessary. At the January meeting every year, the Commission shall vote on the members who will hold a 1-year term for Chair, Vice-Chair and Secretary; an ex officio member is not allowed to be Chair. The role of Chair is to preside at all meetings using Parliamentary Procedures as specified in Robert’s Rules of Order; the role of Vice-Chair is to preside in the Chair’s absence and be elevated to Chair upon vacancy of that seat; the role of Secretary is to collect, record and distribute materials that support the business of the Commission.

**Compensation** – All appointed members of the commission will be compensated at a rate as determined by the Village Council annually.

**Quorum** – Quorum consists of 3 members of the Planning Commission.

**Meeting Notice** – Meetings of the Planning Commission must follow all requirements of the Open Meetings Act (Act 267 of 1976). In addition, a meeting reminder notice will be sent to all Planning Commission members by the Secretary via email one or two days prior to the scheduled meeting.

**Minutes and other meeting materials** – Will be sent by the Secretary via email one week prior to the meeting and reviewed by Commissioners prior to the meeting; paper copies will not be provided except upon request to the Secretary at least two days prior to the meeting.

**Meeting Attendance** - A seat on the Planning Commission will be considered vacated if the Commissioner fails to attend either three regular monthly meetings in a row or one third of the scheduled Planning Commission meetings in a 12 month period (4 non-consecutive meetings). He/she shall be notified of this status of absences by the Village Council Secretary, and that his/her resignation has been recorded; the Village Council will be notified promptly.

**Regular Monthly Meeting Scheduling** – In accordance with the Open Meetings Act (Act 267 of 1976), the meeting schedule for the year will be decided in January. A meeting will be re-scheduled only with the affirmative agreement of every Planning Commission member, and the public will be notified in accordance with the Open Meetings Act.

**Special Meetings** – A special meeting may be called by the Planning Commission Chair or Vice-Chair, or by a majority of the Planning Commission, and the public will be notified in accordance with the Open Meetings Act.