

Village of Onekama Planning Commission
Meeting Minutes
5283 Main Street, Onekama, MI 231-889-3171
February 13, 2024

Meeting called to order at 6:02 p.m.

Members present:

Chair Christopher Forth, Vice Chair Deborah Storms, Secretary Tom Foster, and Susan Halloran. Absent and excused Wendy Kamaloski.

Acceptance/Amendment of Meeting Agenda

Halloran asked to add the Planning Commission budget discussion to the agenda. It was added under old business.

Motion to accept the agenda as amended by Foster, seconded by Storms. All in favor, motion carried.

Approval of Meeting Minutes

Motion to accept the meeting minutes of January 9, 2024 as presented by Halloran, seconded by Storms. All in favor, motion carried.

New Business:

Master Plan Consultant Proposals - The Village received three bids in response to the RFP for a consultant to work on updating the Village's Master Plan—CIB (Community Image Building) Planning, McKenna, and Wade Trim. The members discussed each bid packet, mentioning pros and cons of each, and loosely scored them according to a list of criteria. The three bids were all within \$500 of each other. Several questions for the interview process were identified.

Chair Forth indicated he will contact the three consultants this week to schedule interviews at the end of February.

Chair Forth will also be attending the next Village Council meeting to share an overview of the three bids as well as Planning Commission members' initial thoughts.

There was discussion among the members regarding ways to get community feedback for the Master Plan update. Citizen Joe Suchocki suggested the Planning Committee could seek feedback by sending out flyers and setting up an information table at a special concert at the

dedication of the new event stage in June. He said the OCR members would be happy to assist. Chair Forth suggested they get something into the next newsletter issue, as well.

Old Business:

Short term rental ordinance - Chair Forth reported the Village Council wants the Planning Commission to draft a short-term rental ordinance. The members agreed that the Village ordinance should match the Township ordinance as much as possible to promote consistency. There was discussion on how to administer and enforce a new ordinance. Foster suggested contacting the Township to see if they could work together to avoid resource use redundancy.

Planning Commission budget request for the 2024-2025 year - Halloran went over the line item budget requests for the Planning Commission to see if there needed to be any changes to cover needs and possibly cut costs. There was brief discussion regarding each line item.

The Committee will meet next on March 12th, 2024.

Public comment:

None

Adjournment:

Motion to adjourn by Forth, seconded by Foster. All in favor, motion carried. Meeting adjourned at 7:53 p.m.

Respectively submitted.



Christopher Forth, AICP
Planning Commission Chair