

Tuesday, June 13, 2023, 6:00 P.M.
VILLAGE OF ONEKAMA
PLANNING COMMISSION MEETING MINUTES
5283 Main Street, Onekama, MI (231) 889-3171

CALL TO ORDER

The meeting was called to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members present: Christopher Forth, Susan Halloran, Deborah Storms and Wendy Kamaloski

Members excused: None

Members Absent: None

ACCEPT/AMEND THE AGENDA

Halloran asked that agenda be amended to add business signage and the position of the secretary.

APPROVAL OF MEETING MINUTES

The May 9, 2023 meeting minutes were introduced for approval. There being no changes, a motion was offered by Halloran, and supported by Storms, to approve the May 9, 2023 meeting minutes as submitted. The motion was unanimously approved.

PUBLIC HEARINGS

None

OLD BUSINESS

1. Proposed amendments to the Portage Lake Overlay Zoning District – Discussion Only

Forth mentioned at the previous meeting he discussed in detail the proposed changes and would not go into that level of detail at tonight's meeting. Forth asked if any Commission members had any comments or questions at tonight's meeting. There were no further questions or comments at this time. Forth said he would further clarify the building setback language with Manistee County Planning and revise the document before the July meeting.

NEW BUSINESS

1. Off-street Parking Standards – Discussion only

The Commission members discussed amending the requirements for off-street parking. Forth mentioned there has been a shift within the planning profession about requiring a minimum number of parking spaces for each type of use, which is outdated and can be detrimental to

communities and the environment. Many communities have begun to implement ordinance changes that require less or no off-street parking depending on community characteristics. Methods include maximum parking requirements, deferred parking, shared parking, municipal parking lots, payment in lieu of parking, on-street parking and administrative decisions in lieu of review by the Zoning Board or Planning Commission (i.e. streamlined process). Forth indicated additional research needs to be completed and a review of other communities parking standards to have a better understanding of best practices.

2. Capital Improvement Program – Discussion only

Forth indicated the Village at this time does not have a capital improvement program (CIP). Forth explained the purpose of a CIP and summarized several of the typical categories contained therein. Forth also mentioned that development of a CIP is a team effort involving several administrative staff members such as fire, streets and utilities. Further discussion involving the development of a CIP will need to occur as time permits.

3. Update on Manistee County Community Foundation Grant Application

Forth indicated a decision from the Foundation regarding the grant application is due at the end of the month.

4. Signage. Halloran expressed concern about business signage being erected in the Village without permits and not meeting the requirements of the ordinance. Commission members discussed enforcement efforts by the Manistee County Planning Department and amendments to the ordinance language as requested by the Village Council. Review of potential ordinance amendments will be considered at a later date as time permits.

5. Position of Planning Commission Secretary. Due to the resignation of Joe Suchocki, a new secretary needs to be elected.

PUBLIC COMMENT (3 MINUTES)

ADJOURNMENT

The meeting was adjourned at 8:15 pm.

Respectfully submitted,



Christopher Forth, AICP
Chairperson