

**VILLAGE OF ONEKAMA
PLANNING COMMISSION MEETING AGENDA
Tuesday, January 13, 2026
6:00 P.M.
Location: Farr Center
5283 Main Street, Onkama, MI
(231) 889-3171**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

ACCEPT/AMEND AGENDA

APPROVAL OF MEETING MINUTES

1. November 11, 2025

PUBLIC HEARINGS

1. 2025 Master Plan
2. Zoning Ordinance Amendments:
 - a. Section 503, Definitions of Words and Terms
 - b. Section 1011, Location and Regulation of Accessory Buildings and Structures

NEW BUSINESS

1. None

OLD BUSINESS

PUBLIC COMMENT (3 MINUTES)

ADJOURNMENT

503. Definitions of Words and Terms

ACCESSORY BUILDING OR ACCESSORY STRUCTURE means, respectively, a supplementary building or structure which is temporary or permanent, which is on the same parcel as the principal building or principal structure, or is a part thereof, and which is devoted exclusively to an accessory use. Buildings or structures greater than 144 sq ft in floor area and having an eave height exceeding eight (8) feet from grade are defined as accessory buildings or structures.

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1011. Location and Regulation of Accessory Buildings and Structures

- A. All accessory buildings and structures, whether free standing or attached to a Dwelling or principal building, shall meet all setback and other regulations of this Ordinance and shall be located in a side yard or rear yard.
- B. No accessory building or structure, whether attached or freestanding, is permitted to be located in front yards or waterfront yards.
- C. An accessory building attached to the Dwelling or principal building shall be made structurally a part thereof and shall comply in all respects with the requirements applicable to the dwelling or principal building.
- D. A free-standing accessory building shall not be closer than ten (10) feet to the Dwelling or principal building.
- E. No storage building, accessory building or accessory structure shall be allowed on any parcel in the Village unless the Dwelling or principal structure is located on the same parcel.
- ~~F.~~ No accessory building shall be constructed prior to the construction of the principal building, unless specifically approved by the Zoning Board of Appeals.
- ~~F.G.~~ In the residential zoning district, no accessory building or structure attached to the primary dwelling shall exceed the square footage of the primary dwelling's ground floor area at grade.
- H. The area and height of detached accessory buildings in the Residential District shall be based on the following:
 - 1. For parcels two acres in area or less, the area of a detached An-accessory building to a Dwelling shall not exceed be less than twelvenine (900) hundred (1,200) square feet- in area and s-and side walls shall not be more than ten (10) feet in height measured from the floor to the top plate.
 - 2. For parcels greater than two acres, but less than four acres in area, provided, however, if thea detached accessory building shall not exceed eighteen hundred (1,800) square feet in areais located on a parcel which is more than two (2) acres in siz and e-, the side walls shall not be more than twelve (12) feet in height so measured from the floor to the top plate. Eaves shall be boxed and exterior surface shall be painted, coated or sided so as to maintain the residential appearance of the neighborhood.

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3. For parcels four acres or greater in area, one additional detached accessory building is permitted and shall not exceed eighteen hundred (1,800) square feet in area and the side walls shall not be more than twelve (12) feet in height so measured from the floor to the top plate.

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G-I. Detached accessory buildings in the Residential District shall be of similar construction and materials, including roofing, siding, trim and windows, as the principal building.

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H-J. An accessory building to a principal building within the Commercial Residential District, whether attached or free standing, shall not exceed the height of the principal building or thirty-five (35) feet, whichever is less, and shall not be larger than the principal building. Eaves shall be boxed and exterior surfaces shall be painted, coated or sided.

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I-K. Every accessory building and accessory structure shall be placed on a foundation in the ground so that the bottom of the foundation is below the frost line, or thirty (30) inches, whichever is greater, or on any foundation which complies with the Building Code.

J-L. No more than one (1) attached accessory building or accessory structure and one (1) ~~free standing detached~~ accessory building or accessory structure shall be located on a single parcel unless otherwise permitted under Section 1011.H.3.

K-M. A temporary accessory building, including any temporary enclosure defined as any moveable tent-like shelter intended to provide or actually providing protection from the elements for persons or for stored materials, vehicles or other items, is prohibited. The prohibition of this Subsection does not apply to such an enclosure used in Open Air Markets under Section 1012, or to a single tent or trailer permitted under Section 1014.B.

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**Village of Onekama Planning Commission
Meeting Minutes—DRAFT
5283 Main Street, Onekama, MI 231-889-3171
November 11, 2025**

Members present: Chair Christopher Forth, Vice Chair Debby Storms, Tom Foster. Also present: members of the public.

Meeting called to order at 6:00 p.m.

Forth added discussion about accessory buildings to the agenda.

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

Motion by Storms, seconded by Foster, to approve the October 14th draft meeting minutes as presented. All in favor, motion carried.

Old Business: Master Plan—opportunity for public feedback

A member of the audience asked if short-term rentals were included in the Master Plan draft. Forth stated short-term rentals didn't appear to be an issue for the public based on survey answers. Foster confirmed that the Planning Commission's previously prepared and recommended Short-Term Rental zoning ordinance language had been submitted to the Village Council, and suggested the Council was waiting on completion of the Master Plan before addressing the zoning ordinance suggestion.

Foster confirmed he has distributed draft copies of the Master Plan to the Village Council members. The only feedback he's received was regarding the omission of Triangle Park, as well as concern about establishing a Downtown Development Authority (DDA). There was brief discussion about the pros and cons of having a DDA in the Village.

Storms asked about the next steps in the Master Plan process. Forth stated that a representative from the consultant, Community Image Building, will be at the Village Council meeting on November 19, 2025 to give a presentation and answer questions about the Master Plan final draft. The public comment period closes on November 26, 2025 followed by a public hearing, and then formal adoption of the Master Plan final draft.

New Business:

Accessory Building discussion—Forth stated there has been discussion about allowing slightly larger buildings than currently permitted, and larger buildings on larger parcels of land (4+ acres). There was discussion about the current section of the Village Ordinance that pertains to

this matter. Forth to make some draft edits and forward to Foster for sharing with the Council members.

Public Comment: none

Motion to adjourn by Foster, seconded by Storms. All in favor, motion carried.

Meeting adjourned at 6:51 p.m.

Respectively submitted,

Christopher Forth, Chair
Village of Onekama Planning Commission