

VILLAGE OF ONEKAMA PLANNING COMMISSION MEETING MINUTES

SEPTEMBER 14, 2016

The meeting was called to order by Chair Bonnie Miller at 12:10 p.m.

Present: B. Miller, S. Beauvais, S. Hall, A. Hendricks

Also present: Zoning Administrator Bob Hall and Village President Roger Burger

Public Comment: None

Miller amended the agenda to add: Proposed Zoning Ordinance Amendment

Minutes of Previous Meeting: A motion by S. Hall, seconded by S. Beauvais to approve the minutes of the June 8, 2016 meeting as presented. Motion carried.

Bob Hall, Zoning Administrator distributed the Proposed Amendment regarding easements to the members. This needs discussion and a public hearing will be required. There were questions and discussion by the committee. Hall requested that the proposed amendment be reviewed by the members before the next meeting.

Blarney Castle Site Plan and Documents were distributed to the members along with the completed application which was received by the Zoning Administrator on 9/17/16. Hall reported that all items on the application were followed according to Article 86.05 presented on separate sheets for readability.

Review of Site Plan Maps by the Zoning Administrator where Hall pointed out the information on the side of each map is valuable and should be reviewed.

Maps included

- Map of project indicating 1" = 30'

- Grading Plan with elevations and grading

- Lighting locations and where they illuminate the property

- Soil Erosion, with many notes to review

- Demolition Plan

- The document to Certify the existing surface, site plan, and special uses. (The review of the commission is for new plans not existing.)

- Details on property such as oil/water separator

- Landscaping (Concern regarding use of fertilizer on landscaping was brought up)

- Survey (review)

Also included in the information was a proposed layout of the interior of the building.

Question: Is the Ordinary High Water Mark being indicated?

Storm Water a concern of ZA. There are various solutions to be considered e.g. riprap to stall over flow into lake.

How serious is the commission regarding water equality of Portage Lake? Members of the commission indicated that if the lake is polluted the village and township will have serious problems.

The Zoning Administrator will provide a full report at the next meeting to be held on September 21, 2016 at 12:00 noon. He asked the members to read Section 8609B

There was a motion by S. Hall, seconded by S. Beauvais to hold a Special Public Hearing scheduled for October 12, 2016 at 7:00 p.m. Motion carried.

A recording secretary for hearing is needed in addition to having the hearing tape recorded. That individual needs to be paid, but what amount ?

Official notification/publication of the meeting needs to be addressed. The Zoning Administrator said he and the Village President were taking care of that.

Chair Miller called for a Special Meeting on September 21 at 12:00 noon.

Village Council Member Report

Roger Burger reported that the boat launch fence situation has been addressed, the swim area is closed, and he will seek a permit from the DNR this winter, and a plaque in the village cemetery II honoring veterans was discussed.

Old Business

A Sidewalk Ordinance is needed to obtain grants. Sidewalk maintenance is a liability issue. The PC needs to go to the Village Council with their suggestions. Issues include stand alone ordinance, enforcement, not just for snow removal, broken walks, cost 50/50 split with property owner. What ever is decided the Council needs to know if funding needed before January 2017 when the new budget will be prepared.

Work on the Master Plan including the Community Improvement Plan (CIP) will resume after the Blarney Castle issue is settled.

New Business

Master Plan: Miller suggested that Ceceilia Heubner be asked to proof read the work on the Plan. Note that Ceceilia volunteered to take on this task. The members agreed with Miller.

Next Meeting

Special Meeting of the Commission – September 21 at 12:00 noon

Respectfully submitted, Alice E. Hendricks

Village of Onekama Planning Commission Meeting Minutes September 14, 2016