

VILLAGE OF ONEKAMA PLANNING COMMISSION
MEETING MINUTES
SEPTEMBER 4, 2013 11:30 am

Call to order by Bob Hall, Zoning Administrator

Members Present:

Ken Bauer, Bobbie Miller, Isabel Steffans, Sandy Beauvois and Alice Hendricks. Others present: Rod Hudson, Village President, Rudi Milasich, Village President Pro Tem and member of Village Zoning Board of Appeals and Suzanne Schwing.

Agenda provided

Additions to the Agenda – none

Public Comment 1 of 2 possible – none

Zoning Report

- It is expected that the Ad Hoc committee working on revisions to the existing village zoning ordinance plan to have their material available Sept. 11.

Election of Officers and Oath of Office

- Election of Officers: Officers elected were: Chair: Ken Bauer; Vice Chair: Sandy Beauvois, Secretary: Alice Hendricks.
- It was noted that when a recording secretary is needed (public hearings etc.) we would hire an individual to carry out that task.
- Oath of Office: Ruth Hudson gave the Planning Commission members the oath of office.

Introduction of Zoning Administrator

- Rod Hudson introduced the village zoning administrator Robert (Bob) Hall to the members of the commission. Bob Hall distributed materials for review regarding planning commissions: MEZA (July 1, 2006 and July 1, 2011), MPEA (September 1, 2008) and Site Plan/Special Uses [Public Hearings]. Bob has been working with the Ad Hoc committee since he was hired and has been a positive source of information.

New Business and items to be addressed

- Rudi provided copies of Bylaws from the State Statute.
- Need to get up to speed with the requirements to be in compliance with the State Planning and Enabling Acts.
- Planning Commission's job right now is to take the Ad Hoc committee's information, review it and make changes, if and when needed, then present it to the Village Council for consideration after which a Public Hearing is to be held. At that time a recording secretary would be present to take minutes. Note: Public Hearings are usually a part of the regular Planning Commission.
- Bob Hall indicated we are not currently in compliance with our zoning ordinance as the section regarding powers needs revision. As currently written, the Council deals with the zoning ordinance where the new statute states it is the responsibility of the planning commission.
- Training required: The Statute indicates that members of the planning commission are to have a specific number of hours of training each year. In order to comply, possibilities

are to hire a trainer (possibly Elaine Bush from MSU Extension Service), Bob Hall indicated he could possibly get a trainer or do some training himself, a class is available soon in the Manistee City Hall and there is a Master Planner Course this month up in Frankfort and there are courses on-line.

- At the next meeting the commission will review the work done by the Ad Hoc committee regarding the current zoning ordinance.

Next meeting, by consensus, will be Sept. 18th at 3:00m pm at which time Bob Hall will be present to assist us.

Note: all Planning Commission meetings are open to the public and a notice must be posted according to law. Future meeting days and time are yet to be determined. It was noted that Rudi will not be available to the Planning Commission until Oct 10.

Public Comment: Suzanne Schwing has concerns about the proposed changes to the zoning ordinance and wants to be present when the Public Hearing is held regarding the revisions.

Adjournment: Motion by Alice Hendricks, second by Bonnie Miller to adjourn the meeting. Motion carried. The meeting adjourned at 12:10 p.m.

Respectfully submitted:
Alice E. Hendricks