APPOVED
MACKINAW CITY PLANNING COMMISSION MINUTES
COUNCIL CHAMBERS- VILLAGE HALL
102 S. Huron St.
Mackinaw City, MI 49701

AGENDA – REGULAR MEETING
June 27th, 2013 7:00 PM

1. Call to Order:

Chairperson Mann called the meeting to order at 7:00 PM

2. Roll Call:

Roll found Rosada Mann, Robert Heilman, Earl Taylor, Mary Clark, Nancy Dean, and Gregory Gustafson present and signed in. Florence Tracy absent.

Staff:

Fred Thompson Jr., Adam Smith

Guests:

Jeff Hingston, Dave McFarland, and Ron Wallin

3. Pledge of Allegiance

4. Approval of Minutes

Motion to approve minutes made by Commissioner Heilman, seconded by Commissioner Gustafson, motion carried 6-0

5. Public Comment:

No public comment

6. New Business:

A. Review of Site Plan 2013-SP-003, Pinecrest Village Sleep Study Center

Mr. Thompson gave a review of the site plan to re-organize interior space at the Pinecrest Village to be added to the Medical Clinic to be used as a Sleep Study Center. Mr. Thompson noted that the Special Use Permit was already in place, and that the property met parking and green space requirement. Mr. Thompson stated that the completion date of the project had changed from September 1st to September 30th, noting that all site plans now require a completion date.

Commissioner Heilman commented on the increase of foot traffic the Medical Clinic would be bringing to that section of Nicolet St. and the lack of access all the way to the clinic, and that the issue be brought to the City Council at some point. Mr. Smith commented that he made a note of Commissioner Heilman's statement and it would be looked into.

Commissioner Heilman made the motion to approve Site Plan 2013-SP-003, to add a Sleep Study Center to Pinecrest Village, as Submitted by Redstar-Mackinaw, L.L.C. property address 450 S. Nicolet St. Parcel #42-03-13-200-010, Commissioner Taylor seconded. Motion passed 6-0.

7. Old Business:

A. Planning Commission Duties (P.A. 33 0f 2008 and P.A. 110 of 2006)

City Manager Adam Smith addressed the Commission on the review of the finalized Planning Commission Bylaws and Planning Commission Ordinance No. 153, stating that the duties of the Planning Commission are set in P.A. 33 of 2008, as amended, being the Michigan Planning Enabling Act, M.C.L. 125.3801 et seq. ; and P.A. 110 of the Public Acts of 2006, as amended, Being the Michigan Zoning Enabling Act, (M.C.L. 125.3101 et seq.). Mr. Smith then commented on adding the Approval of Agenda, which is not included in the bylaws, and would require an amendment to the bylaws. Chairperson Mann commented that the Approval of Agenda had been removed from the bylaws twice before but saw no reason for it to not be included again. Commissioner Heilman suggested the topic be added to the next agenda.

Mr. Smith then stated that the Parks and Recreational Plan does not fall under the duties of the Planning Commission and would be handled the Village Council, the Commission would have the chance to review the plan and comment.

Mr. Thompson explained his duties as Zoning Admin., and that he or the Zoning officer were there to answer any questions or concerns. Mr. Thompson also stated that the draft amendment of the Mackinac County Master Plan was available for review online or a copy would be given to anyone who would like one.

Chairperson Mann asked about training for Planning Commissioners, whereby Mr. Smith said he'd look at the issue.

8. Commissioner Comments

Commissioner Dean commented on the number of dead trees on the waterfront and on Village property, to which Mr. Smith responded that the Emerald Ash bore has infested some of the trees within the Village, and the Village is in the process of removing and replacing the trees. Mr. Heilman also commented on the past requirements of training.

9. Commissioner Calendar

July 25th, 2013 – Regular Meeting

10. Adjournment

Commissioner Heilman motioned to adjourn, seconded by Commissioner Dean, motion carried, meeting adjourned at 7:40 PM.

G. S. Gustafson

Secretary

Rosada Mann

Rosada Mann

Chairperson