

**Meeting of  
October 15, 2018**

Record of the proceedings of the Boyne City Planning Commission meeting held at Boyne City Hall, 319 North Lake Street, on Monday October 15, 2018 at 5:00 pm.

---

**Call to Order**

Vice Chair Place called the meeting to order at 5:04 p.m.

---

**Roll Call**

Present: Ken Allen, Jason Biskner, George Ellwanger, Tom Neidhamer, Aaron Place and Joe St. Dennis (arrived at 5:07 pm)  
Absent: Jim Kozlowski and Jeff Ross  
Resigned: Chris Frasz tendered his resignation effective immediately, the board wishes him well in his future endeavors.

---

**Excused Absences  
\*\*Motion**

**2018-10-15-02**  
**Neidhamer moved, St. Dennis seconded, PASSED UNANIMOUSLY**, a motion to excuse the absence of Kozlowski and Ross.

---

**Meeting Attendance**

City Officials/Staff: Planning and Zoning Administrator Scott McPherson and Recording Secretary Pat Haver  
Public Present: Four

---

**Consent Agenda  
\*\*Motion**

**2018-10-15-03**  
**Allen moved, Ellwanger seconded, PASSED UNANIMOUSLY**, a motion to approve the consent agenda, the Planning Commission minutes from August 20, 2018 as presented.

---

**Citizen comments on  
Non-Agenda Items**

None

---

**Reports of Officers,  
Boards and Standing  
Committees**

The newly formed Boyne Housing Solution Committee has been meeting to formulate plans on ways/ideas to eliminate the housing shortage. In previous meetings, they have broken into groups to tackle specific goals. There is an upcoming meeting scheduled for November 7<sup>th</sup> to get an update on the group's efforts from their breakout sessions.

---

**Unfinished Business**

**M 75 Corridor Plan  
recommendation for  
adoption  
\*\*Motion**

Planning Director McPherson reviewed the Corridor Plan. It is something that has been a collaborative effort with Wilson Township and the City. This board has reviewed the plan in the past, and it is being brought before you tonight to review one last time for the corrections suggested from the draft, and to make a recommendation. After board discussion and review, **motion by Ellwanger, seconded by Allen, PASSED UNANIMOUSLY** to recommend adoption to the City Commission of the M-75 Corridor Plan.

---

**New Business**

**Development Plan  
Review 437 Boyne Ave.**

Planning Director McPherson reviewed the development plan for 437 Boyne Avenue. The building was purchased with the intent to develop individual spaces for offices. The developer is looking at 4 spaces being used as a business incubator or other uses with his business occupying one of them. The plan meets parking requirements of 1 space for an average of 317 sq. ft. The exterior proposed will drastically improve the appearance of the building and the gateway into the city. He has applied for, and received a façade grant through the Main Street Program, and his plans have been reviewed and approved by the Main Street Design Committee.

Public Hearing opened at 5:12 pm

Mr. Earl discussed lighting and he informed the board that the only lights will be over the individual signs over each entrance. They will be downward lit. Signs will need to be

reviewed separately. He intends to have the roof pitch and dormers at least completed yet this fall and will work inside during the winter. He has removed the tree that was planted in the front, and will be putting in planter boxes on the buildings. Parking, snow and water retention areas will be on the east side of the building near Stewart St.

Public hearing closed at 5:14 pm

**\*\*Motion**

Board went forward with discussion and went through the draft findings of Section 19.40. After discussion, **motion by Ellwanger, seconded by Allen, PASSED UNANIMOUSLY**, to recommend approval of the Development Plan for 437 Boyne Avenue as presented.

**Citywide Goals**

For some time now, the city has been working on establishing a list of goals that have been identified by over 500 people who either took an online survey, returned surveys to be tallied, or ideas gathered from previous meetings. From their responses, a committee has whittled them down to the top 6 goals: *Be excellent stewards of tax payer's funds, Engage our Community, Increase Housing, Protect Lake Charlevoix and Boyne River, Keep Boyne City's economy strong and resilient, Enhance recreational opportunities in Boyne City's parks and public spaces.* Tomorrow, October 16, 2018 at 6:00 pm will be a Joint Board and Commissions work session to continue with the process and give updates. It will also be an opportunity for various boards to take ownership of a goal and work towards identifying a means to meet those goals. Board members are encouraged to attend if possible.

**Parking Study Final Report**

Planning Director McPherson reviewed the Parking Study report and recommendations. Because we are an RRC community, we received technical assistance from MEDC for this study which was done at no charge to the city. Rich & Associates completed the study by looking at what was available, parking demands in the core area downtown, square footage for each block, turn over and peak and non-peak demands. They were looking at an average demand and NOT extreme demand on a few dates/days. We have a GIS representative map that we can use for parking scenarios and will be a great tool for future use. In your packet is a list of recommendations to utilize and manage our parking with the final full study to be provided at a later date after minor grammatical errors have been taken care of.

**Don Lockman** - are there any additional proposed parking spaces for the marina expansion? **McPherson** - unknown, you may want to speak with Barb Brooks the Harbor Master. **Lockman** - We are concerned about the status of the Little League Field and if that was going to be removed and be used for parking for the marina.

**McPherson** - no the field will remain.

**Staff Report  
Good of the Order**

Reminder: October 16, 2018 at 6:00 pm will be a Joint Board and Commissions work session to continue with the process and give updates on the city goals.

The next regular meeting of the Boyne City Planning Commission is scheduled for Monday, November 19, 2018 at 5:00 p.m.

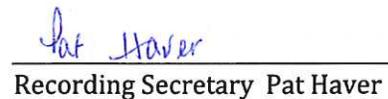
**Adjournment**

**\*\*Motion**

**2018-10-15-10**

**Neidhamer moved, Biskner seconded, PASSED UNANIMOUSLY** a motion to adjourn the October 15, 2018 meeting at 6:04 p.m.

  
Vice Chair Aaron Place

  
Recording Secretary Pat Haver