

Meeting of November 18, 2013	Record of the proceedings of the Boyne City Planning Commission meeting held at Boyne City Hall, 319 North Lake Street, on Monday, November 18, 2013 at 5:00 pm.
Call to Order	Chair MacKenzie called the meeting to order at 5:00 p.m.
Roll Call	Present: George Ellwanger, Chris Frasz, Jane MacKenzie, Lori Meeder, Tom Neidhamer, Aaron Place, and Joe St. Dennis Absent: Jim Kozlowski Vacancy: One
	2013-11-18-02 St. Dennis moved, Meeder seconded, PASSED UNANIMOUSLY , a motion to excuse the absence of Kozlowski.
	Planning Director McPherson would like to add an additional agenda item. The position of Vice Chair needs to be filled, so would like this item placed on the agenda as item 7C
Meeting Attendance	City Officials/Staff: Planning Director Scott McPherson, and Recording Secretary Pat Haver Public Present: None
Consent Agenda **MOTION	2013-11-18-03 Ellwanger moved, St. Dennis seconded, PASSED UNANIMOUSLY , a motion to approve the consent agenda; approval of the Planning Commission minutes from the October 21, 2013, as amended. The motion made at the October meeting for Lexamar was the landscape plan was <i>required</i> to be to staff within 30 days, not recommended to be to staff within 30 days.
Comments on Non-Agenda Items	None
Reports of Officers, Boards and Standing Committees	The <i>Trail Town Presentation</i> was held on November 6 th , a committee is being developed, and Annie Doyle will be serving on the committee representing the Planning Department. If anyone from the Planning Commission is interested in serving on this committee, please let Hugh Conklin know. The City Commission did approve LIAA's assistance on the project. This will be utilized as a guide; there will be no requirements to implement any part of the plan, and is no cost to the city.
Unfinished Business	None
New Business	Planning Director Scott McPherson reviewed the proposed Infrastructure and Facilities Section update to the Master Plan. It is a "work in progress" with portions out to the appropriate department heads for their comment. If anyone has any comments or suggestions, please let him know.
Review Infrastructure and Facilities Section of the Master Plan	<ul style="list-style-type: none"> SAW Grant – There is funding available to develop Sanitary, Storm water & Sewer Asset Management Plans. These plans will provide funding to purchase GIS hardware and software equipment, which is an excellent opportunity to continue to building our current database. Through the State of Michigan, the asset management role could possibly be mandated down the road. The City has submitted an application for this grant.

- DIG Grant – A grant in the amount of a little over \$583,000 was received for the reconstruction of East St. and Ray St. Will be moving forward with this process, which could possibly come before this board.
- The City does not currently have a Storm Water Ordinance. Earlier the County created one, which they wanted every municipality and township to sign on with – it is difficult for a “one size” fits all, so the City Commission did not adopt this plan. If successful, the SAW Grant does provide development for such an ordinance to fit your specific needs.

Meeder – What about our trails, could they be incorporated into this?

McPherson – This would be a good place for them to be incorporated or mentioned, along with all of the other plans we currently have; such as the Waterfront Master Plan, Avalanche Plan, and the Recreation Plan; so this is where the Trail Town Plan could be mentioned.

Adoption of the 2014 Calendar

****MOTION**

Included in the agenda packet is the 2014 meeting calendar, for your review and consideration. **Motion by St. Dennis, seconded by Place, PASSED UNANIMOUSLY**, to adopt the 2014 calendar as presented.

Nomination to fill the Vice Chair position

****MOTIONS**

With the passing of Gretchen Crum, the Planning Commission is without a Vice Chair, so this position will need to be filled. Chris Frasz’s name was submitted as a candidate for the position. With no further considerations for the position, **motion by Neidhamer, seconded by Ellwanger, PASSED UNANIMOUSLY**, to close the nominations. **Motion by St. Dennis, seconded by Meeder, PASSED UNANIMOUSLY** to nominate Chris Frasz as the Vice Chair.

Staff Report

- The current vacancy for the Planning Commission has been advertised, if you know of anyone who may be interested in serving on the board, please let Scott know. We do have (3) applications that were received in the past, and he will check with those individuals also.
- Assistant Planner Annie Doyle has set up a Twitter and Face book page for the City of Boyne City. This is another way to get information and news out to as many people as possible.
- The MDEQ held a public hearing on the Kirtland Products Emissions permit adjustment request on November 13, 2013. There were approximately 10 people at 6 pm for the public presentation portion. DEQ answered all of the questions that everyone had, and then accepted additional public comment from people who were at the public hearing. This was very informative, and they will take under advisement all of the public hearing comments and statements that were made. They indicated it could take up to 29 days before an answer is given.
- Place advised that the Main Street Design committee did meet and discussed various awning/sign options with the Grain Train, who reviewed them and has come up with a different look for their awning. They will be using sunbrella fabric material in a “Jockey Red” color. It is just a couple of shades off of the submitted red, however due to the different materials it looks much softer. The Design Committee had some concerns about vinyl of any type being used, and would like to suggest possible removal of that from the sign ordinance. Possibly need to take a look at the sign ordinance and zoning ordinances to simplify them in reference to acceptable materials.
- Shannon McMaster had been appointed to the Sign Ordinance Committee. With his leaving, the position has not been filled. **Motion by Meeder, seconded by Neidhamer, PASSED UNANIMOUSLY**, to appoint Annie

****MOTION**

Doyle to the Sign Committee as the Planning Department liaison.

Good of the Order

- The annual Community Wide Goal Setting Session has been set up for Thursday, January 9, 2014 at 6:00 pm at the St. Matthews Church Fellowship Hall. All are welcome to attend
- The Joint Boards and Commissions meeting has been scheduled for February 13, 2014 at 6:00 pm in the Auditorium.
- Neidhamer inquired about now reviewing and updating the Noise Ordinance. McPherson stated that he has been reviewing this with Hugh Conklin and Jeff Gaither. As you know from past meetings, a noise ordinance can be quite difficult to implement depending on noise scales vs vibrations.

Adjournment

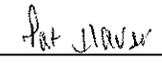
The next meeting of the Boyne City Planning Commission is scheduled for December 16, 2013 at 5:00 pm in the Auditorium.

2013-11-18-10

Meeder moved, Neidhamer seconded, PASSED UNANIMOUSLY a motion to adjourn the November 21, 2013 meeting at 5:54 p.m.

****MOTION**


Jane MacKenzie, Chair


Pat Haver, Recording Secretary