

**Meeting of  
December 18, 2017**

Record of the proceedings of the Boyne City Planning Commission regular meeting held at Boyne City Hall, 319 North Lake Street, on Monday December 18, 2017 at 5:00 pm.

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**Call to Order**

Chair Frasz called the meeting to order at 5:00 p.m.

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**Roll Call**

Present: Ken Allen, Jason Biskner, George Ellwanger, Chris Frasz, Jim Kozlowski, Tom Neidhamer, Joe St. Dennis  
Absent: Aaron Place (arrived at 5:54 pm) and Jeff Ross

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**Excused Absences  
\*\*Motion**

**2017-12-18-02**  
**St. Dennis moved, Ellwanger seconded, PASSED UNANIMOUSLY**, a motion to excuse the absence of Ross and Place.

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**Meeting Attendance**

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

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**Consent Agenda  
\*\*Motion**

**2017-12-18-03**  
**Biskner moved, Ellwanger seconded, PASSED UNANIMOUSLY**, a motion to approve the Planning Commission minutes from November 20, 2017 as presented.

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**Citizen comments on  
Non-Agenda Items**

None

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

McPherson advised the draft proposal of the M75 Corridor Plan will be reviewed at the January 15, 2018 meeting. As a cooperative initiative, representatives from both Wilson and Boyne Valley Townships have been asked to attend for discussion. This plan runs for approximately one mile from Fall Park Rd. to Moll Dr. and will focus on pedestrian travels, access management, and aesthetics among other things.

In the audience tonight we had 3 high schools students that sat in on the meeting as a civics requirement for their government class. Chair Frasz asked Planning Director McPherson to give a brief overview of the duties and responsibilities of the Planning Commission and the documents that guide their decisions.

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**Unfinished Business**

None

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**New Business**

Planning Director McPherson reviewed his staff report that was included in the agenda packet. As directed by this Commission, staff was asked to put the issue of minimum dwelling width on the agenda for discussion and the possible development of amendments. When looking to impact housing development the amendment of zoning regulations can be one of the most effective tools the City has to accomplish this goal. Just some possible areas that can be reviewed and amended that can affect housing are minimum floor area, lot area, density, setbacks, required parking and the review processes. The difficulty in the process is when requirements are placed in the definitions instead of the district schedule of regulations. An instance of this is the minimum structure width of 24 ft. in the definition of a structure and the minimum required floor area for a dwelling as defined in the calculations of floor area. Because

each district could have different requirements, having spelled out requirements in the definitions causes difficulties when one district is more lenient than another one. The board discussed the need for affordable housing and the best way to achieve this. They discussed the minimum floor area as current trends seem to lean towards smaller residences. Empty nesters, singles, couples starting out and some elderly are looking for something smaller; maybe in the 500 to 600 sq. ft. range. The topic of how the minimum first floor area of 672 sq. ft. was developed, why the 24 ft. structure width developed, and the reason for the 10 ft. setback on garages was to keep the focus on the front door of the houses and not a 16 ft. garage door. Roof pitch was discussed along with setbacks and clustering of houses. They all agreed with making changes to the definitions and placing zoning requirements in the schedule of regulations so directed staff to draft amendment language to the Multi Family District to relax some of the requirements in that district, look at definitions of dwellings to see how that can be amended, along with minimum floor sq. ft. requirements for possible amendment and bring suggestions back to the next meeting.

**Adoption of the 2018 Meeting Calendar**  
**\*\*Motion**

Included in the agenda packet is the 2018 meeting calendar for your review and consideration. **Motion by Place, seconded by Allen, PASSED UNANIMOUSLY**, to adopt the 2018 calendar as presented, meetings to be held on the third Monday of each month at 5:00 pm.

**Staff Report**

Merry Christmas and Happy New Year. The city offices will be closed on December 25<sup>th</sup> and 26<sup>th</sup> and January 1<sup>st</sup> and 2<sup>nd</sup>.

- The pavilion renovations are moving forward and appear to be on schedule.
- Ken Allen will not be available for the February 2018 meeting

**Good of the Order**

The next regular meeting of the Boyne City Planning Commission is scheduled for Monday, January 15, 2018 at 5:00 p.m.

**Adjournment**  
**\*\*Motion**

**2017-12-18-10**  
**St. Dennis moved Kozlowski seconded, PASSED UNANIMOUSLY** a motion to adjourn the December 18, 2017 meeting at 6:25 p.m.

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Chair Chris Frasz

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Recording Secretary Pat Haver