

Approved 9/3/19

**City of Keego Harbor
Planning Commission Meeting Minutes
Thursday July 11, 2019**

CALL TO ORDER: Chairman Yoder called the meeting to order at 7:00pm

ROLL CALL:

Present: Chairperson Yoder, Vice Chairman Santia, Mayor Fletcher, Commissioners Dillon and McCarthy

Absent: Commissioners Ash and Reising

Motion to excuse Commissioner Ash and Commissioner Reising by Vice Chairman Santia; seconded by Commissioner Dillon

Ayes: 5

Nays: 0

MOTION CARRIED

STAFF PRESENT: City Manager Jered Ottenwess, Deputy Clerk Lori Gilman, City Planner Jason Smith

APPROVAL OF AGENDA

Motion to approve the July 11, 2019 Agenda by Commissioner Dillon seconded by Commissioner McCarthy

Ayes: 5

Nays: 0

MOTION CARRIED

APPROVAL OF MINUTES

Motion to approve the June 4, 2019 Meeting Minutes by Commissioner McCarthy; seconded by Vice Chairman Santia

Ayes: 5

Nays: 0

MOTION CARRIED

PUBLIC COMMENTS

David Emerling: Mr. Emerling asked about new builds getting a Certificate of Occupancy before the landscaping is completed. Mr. Emerling also asked about traffic cones and barrels on vacant lots.

PUBLIC HEARING

Public Hearing Called to Order at 7:13pm

Residential Parking Ordinance Amendment

Planner Smith indicated that the Planning Commission has been working on a Residential Parking Ordinance Amendment for the past several Planning Commission meetings to ensure that all Keego Harbor residents can have two parking spots at their homes. Commissioners discussed changing the language in section 4.06 (F) to say, "traditional lawn turf" and remove the words living ground. Commissioners would like Manager Ottenwess to instruct the City Building Inspector, Curtis Stowe, to inspect any new parking spots.

Public Hearing Closed at 7:49pm

OLD BUSINESS

Residential Parking Ordinance Amendment

Motion to approve the proposed Residential Parking Amendment with the mentioned word change in Section 4.06 (F) by Commissioner McCarthy; seconded by Mayor Fletcher

Ayes: 5 (Roll Call Vote)

Nays: 0

MOTION CARRIED

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Central Business District (CBD) and Central Business District Fringe Discussion

Planner Smith indicated on the existing Future Land Use Map, the CBD is primary located in and around the intersection of Orchard Lake Road and Cass Lake.

Some Planner Commissioners expressed interest in reviewing the existing CBD and the potential of amending the boundaries and regulations that govern development within the CBD.

The Planning Department has provided the following for review and discussion:

1. Existing Future Land Use Map dated August 2018
2. Previous Future Land Map from the 2002 Keego Harbor Master Plan
3. Section 15.05 (b) Keego Harbor Central Business District Design Overlay
4. Existing Keego Harbor Zoning Map
5. Section 9 of the Keego Harbor Zoning Ordinance, C-2 General Business District

At the June meeting the Planning Commission gave the directive to Planner Smith to research more into the Central Business District Fringe (CBD-Fringe) area and whether these boundaries still apply. The Planning Department has determined that the CBD-Fringe area is still defined within the Zoning District Definitions section. It reads:

CENTRAL BUSINESS DISTRICT FRINGE (CBD-Fringe): *The area along Orchard Lake Road east of the centerline of Beechmont and the area along Orchard Lake Road between the centerline of Willow Beach and the centerline of Pridham Road (Ord. 386, 3/21/2002).*

Furthermore, the Zoning Ordinance references the CBD-Fringe within many sections since this was never struck from the Zoning Ordinance after the 2018 Master Plan adoption. It is Planner Smith's opinion that the regulations governing the CBD and CBD-Fringe still apply as a Zoning Overlay District.

NEW BUSINESS

Mailbox Regulations

Mayor Fletcher indicated that he believes there is a more updated version on the City's mailbox ordinance which was not included in Planner Smith's memo.

Motion to table the mailbox regulation to the August 6, 2019 Planning Commission meeting by Mayor Fletcher; seconded by Commissioner Dillon

Ayes: 5

Nays: 0

MOTION CARRIED

Donation Box Regulations

City Staff will work with City Attorney Tom Ryan on an ordinance prohibiting donation and collection boxes.

COMMUNICATIONS

Commissioners and Planner Smith discussed the possibility of having a Special Planning Commission Meeting the end of August or beginning of September regarding The Residence of Cass Lake.

ADJOURNMENT

Chairman Yoder adjourned the meeting at 8:34pm



Joel Yoder
Chairman, Planning Commission



Lori Gilman
Keego Harbor, Deputy Clerk