

**VILLAGE OF KALKASKA
PLANNING COMMISSION MEETING
FEBRUARY 5, 2009**

COUNCIL CHAMBERS – 200 HYDE STREET

MINUTES OF THE MEETING

CALL TO ORDER

Chairperson Shirley Whipple called the meeting to order at 6:05 p.m. in the Council Chambers, followed by prayer and pledge of allegiance.

Planning Commissioners Present

Shirley Whipple, Chairperson
Virginia Thomas, Village President
Penny Hill, Village Manager
Bob Larsen
Al Jordan
Ruth Hall, Trustee
Francis Kelly
Susan Walter

Planning Commissioners Absent

None

Public Present – Fred Campbell of JML Design and Deputy Clerk Mary Deb Rabourn

APPROVAL OF AGENDA

Chairperson Whipple asked if anyone had anything to add to the agenda. She stated that she would like to add a gathering at The Christman Building in Lansing for a presentation regarding Sustainable Vibrant Communities under Current Business item B, and New Designs for Growth Learning Academy workshop under Current Business item C.

Motion by Thomas, seconded by Jordan, to approve the agenda with additions. On a voice vote, motion passed.

APPROVAL OF MINUTES

Chairperson Whipple asked if there were any changes to the minutes from the January 8, 2009 regular meeting.

Hill stated that the company listed as “J&I Design” needed to be changed to “JML Design” on page one and page two of the minutes.

Motion by Jordan, seconded by Larsen, to approve the minutes from the January 8, 2009 regular meeting as corrected. On a voice vote, motion passed.

SITE PLAN REVIEW

Glen's Market – Chairperson Whipple stated that Fred Campbell from JML Design Group was in attendance and she turned the floor over to Manager Penny Hill.

Hill stated that she had handed out copies of her evaluation of the proposed Glen's Market site plan and she gave a brief overview of her findings. She also stated that she had received an email from Clyde Johnson with Gosling Czubak who had no issues due to the fact that there would be no change to the water and sewer on the property. The proposed changes to the outside of the building would be very minor. They will be adding a drive-thru window for their pharmacy on the front of the building, removing an 8 x 74' section of sidewalk and replacing that with a driveway and 25' of curbing for lane delineation. They will replace a 10' x 28' freezer with an 18' x 30' freezer. The only problem noted was that the applicant was Spartan Stores, but the owner is Catt's Realty. They will need signed authorization from the owner before final approval of the site plan. Hill recommended approval of the site plan contingent upon receiving signed authorization from Catt's Realty.

Mr. Campbell stated that he would have that signed authorization by the next day.

Thomas made a motion to approve the Site Plan application for Spartan Stores to replace a freezer in the back, and add a drive-thru window in the front of the building with a drive-lane, contingent on receiving signed authorization from Catt's Realty. Larsen seconded the motion. On a roll call vote with Chairperson Whipple, Larsen, Jordan, Thomas, Hall, Walter, Kelly, and Hill voting "Yea", motion passed.

Hill did make note that part of the property was zoned as Residential and part was zoned as Commercial; therefore, would need to make sure they are following the correct setback distances.

Mr. Campbell asked if Pamida Pharmacy had marked their setbacks because they would be in the same location.

Hill stated that she would have to take a look.

UNFINISHED BUSINESS

A. Recreation Plan – Hill stated that the recreation plan was something they could do on their own or they could hire a consultant. She felt that they could do it themselves as long as they follow the steps involved. She stated that they have until December of 2009 to get it done.

Jordan and Thomas both stated that they felt the Commission could do it.

Larsen stated that he had spoken with someone from the Northwest Michigan Council of Governments about coming to the next meeting to speak about the guidelines of creating a

recreation plan. He stated that he would call them back to see if they would be willing to come and speak.

Chairperson Whipple felt that there was potential for them to do more with the Snowpackers Clubhouse.

CURRENT BUSINESS

- A. PVC-Free Pledge Grant – Hill stated that she had enclosed this information just to give them an example of the grants out there that tie in with a recreation plan. This particular one had to do with utilizing playground equipment that did not use materials containing PVC.

Thomas wondered about putting something like that over at the Millpond Park.

Hill stated that she would like to see them look into an outdoor toddler splash park like they have in Kingsley.

- B. Gathering at the Christman Building in Lansing – Whipple stated that Al Jordan, Carol Karas and herself planned to attend a presentation at the Christman Building in Lansing on the evening of February 9, 2009 regarding Sustainable Vibrant Communities. There was no fee, just a statement that they would be accepting donations at the door.

- C. New Designs for Growth Learning Academy – Chairperson Whipple stated that this was a workshop regarding Ethics for planning and zoning on February 11, 2009. There is a fee of \$55.00 per person and Bob Larsen and herself wished to attend.

Thomas made a motion to approve Shirley Whipple and Bob Larsen to attend the New Designs for Growth Learning Academy workshop on February 11, 2009, and pay for the \$55.00 per person fee to attend. Hill seconded the motion. On a roll call vote with Chairperson Whipple, Hall, Walter, Larsen, Kelly, Hill, Jordan, and Thomas voting “Yea”, motion passed.

PUBLIC COMMENT

No public present to make comment.

ADJOURNMENT

Motion by Larsen, seconded by Hill to adjourn. Motion passed on a voice vote. Meeting adjourned at 6:45 p.m.

Typed by: Mary Deb Rabourn, Deputy Clerk