

**VILLAGE OF KALKASKA
PLANNING COMMISSION MEETING
AUGUST 6, 2009**

COUNCIL CHAMBERS – 200 HYDE STREET

MINUTES OF THE MEETING

CALL TO ORDER

~~Chairperson Shirley Whipple~~ Vice Chair Walter called the meeting to order at 6:00 p.m. in the Council Chambers, followed by prayer and pledge of allegiance.

Planning Commissioners Present

Susan Walter, Vice Chair
Virginia Thomas, Village President
Penny Hill, Village Manager
Ruth Hall, Village Trustee
Bob Larsen
Al Jordan
Francis Kelly

Planning Commissioners Absent

Shirley Whipple, Chairperson

Public Present – Ron Janiszewski; Deputy Clerk Mary Deb Rabourn

APPROVAL OF AGENDA

Vice Chair Walter asked if anyone had anything to add to the agenda. She asked that they add Green Infrastructure and Planning Workshop under Current Business, Item A and the Northwest Michigan Council GIS Workshop under Current Business, Item B.

Motion by Hall, seconded by Kelly, to approve the agenda as amended. On a voice vote, motion passed.

APPROVAL OF MINUTES

Vice Chair Walter asked if there were any changes to the minutes from the July 9, 2009 regular meeting. Walter stated that on page two, Item C, the word “Vice Chair Walter” needed to be changed to “Chair Whipple”; and on page three, Item E, the word “Pamida” needed to be changed to “Glen’s”.

Motion by Thomas, seconded by Larsen, to approve the minutes from the July 9, 2009 regular meeting as corrected. On a voice vote, motion passed.

SITE PLAN REVIEW

None

COMMITTEE REPORTS

- A. Recreation Plan and Parks – Vice Chair Walter spoke about recreation survey compiling and results. She stated that they needed to do an inventory of recreation assets. Hill suggested that they have a separate committee to do the groundwork and set up public input sessions. It was determined that Chair Whipple, Ruth Hall and Penny Hill would be on the committee with Sue Walter as an alternate.
- B. Sign Ordinance – Committee members are Al Jordan, Francis Kelly, and Penny Hill. Hill stated that letters were sent out to Commercial property owners, and only three replies have been received in the office. She discussed their work session held on July 16, 2009.
- C. Fence Ordinance – Manager Hill stated that the recommendations were passed by the Village Council.

UNFINISHED BUSINESS

- A. Property Beautification Awards – Vice Chair Walter asked if anyone had any suggestions for this month's awards. Discussion took place.

Jordan made a motion, seconded by Thomas, to give the residential award for this month to 201 Third Street, Hillman residence. Motion passed on a voice vote.

Kelly made a motion, seconded by Larsen to give the commercial award for this month to Arby's Restaurant at 906 N. Cedar Street. Motion passed on a voice vote.

- B. Master Plan – Manager Hill stated that notices were sent out. She suggested establishing a committee to get started on work sessions and public input sessions. Commission tabled Item B until after Item D was done. After Item D, Commission discussed adding Mr. Ron Janiszewski to the Master Plan Committee. Committee members are Penny Hill, Al Jordan, Francis Kelly, and Ron Janiszewski.
- C. Rules and Procedures – Commission discussed changes to the draft.

Hill made a motion, seconded by Kelly, to approve the Planning Commission Rules and Procedures draft as amended. On a roll call vote with Vice Chair Walter, Thomas, Hall, Kelly, Hill, Larsen, and Jordan voting "Yea", motion passed.

- D. Vacant Seat – Vice Chair Walter stated that they had received an application from Mr. Ron Janiszewski for the position.

Kelly made a motion, seconded by Larsen, to send a recommendation to the Village Council to appoint Mr. Ron Janiszewski as a Planning Commission member filling the vacant seat. Motion passed on a voice vote.

CURRENT BUSINESS

- A. Green Infrastructure and Planning – Vice Chair Walter discussed date and time. Manager Hill stated that they were doing one in Benzie and she wondered if NW Michigan Council would come to do one in Kalkaska. Office was going to check into that.
- B. GIS Workshop – Vice Chair Walter thought that Chair Whipple had already attended one. Larsen made a motion, seconded by Jordan, to approve three members to attend the GIS Workshop. Motion passed on a voice vote. Vice Chair Walter stated that anyone wanting to attend should contact the Village Office.

PUBLIC COMMENT

None

ADJOURNMENT

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

Typed by: Mary Deb Rabourn, Deputy Clerk