

**OFFICIAL PROCEEDINGS OF THE
SCOTTVILLE PLANNING COMMISSION
CITY OF SCOTTVILLE, MICHIGAN
August 10, 2009**

The Scottville Planning Commission Meeting was called to order by Chairman Smith at 10:05 a.m.

Roll call was taken with the following member present:

Bruce Smith
Mayor Leon Begue
Katie Stewart
Bob Spangler
Sue Petipren

Absent: Katie Stewart
 Randy Wyman
 Jim Chase

Staff Present: Amy S. Hansen

Approval of July 17, 2009 Minutes

It was moved by Begue and seconded by Spangler to approve the minutes from the July 17, 2009 meeting. Motion carried.

Public Comments

None.

Public Hearing on Re-Zoning Request Vacant Healy Lot

It was moved by Petipren and seconded by Begue to close the regular meeting and go into the public hearing. Motion carried.

Amy summarized the request which is to rezone parcels 10 & 11 in block 1 which is the property the city owns that was the former Healy lot. All of block 1 with the exception on lots 10 & 11 are zoned Central Business District. Amy was told that in the 1950's there was a home that sat on lots 10 & 11 so that must be why those lots were zoned R-1 when the city completed the zoning map. Until some research was done just recently it was likely assumed the whole lot was CBD zoned. CM Hansen noted she had sent notices to all residents within 300 feet and also to all the utility companies, the notice was also advertised in the Daily News.

The commission then discussed the request in some detail. Commissioner Spangler noted that no matter what is there in the future that the whole block should have the same zoning so he is recommending this be changed to Central Business District. The other commissioners were in agreement with this.

There was no public in attendance, however, CM Hansen received a letter in which she read into the minutes from Howard and Betty Vanderlaan who own a home within 300 feet of this property. To

summarize the letter asked the board to turn down the zoning request based on the possibility of a residential home on site in the future.

It was moved by Spangler and seconded by Begue to recommend to the City Commission that they approve the re-zoning request for parcels 10 & 11 to Central Business District zoning. Motion carried unanimously.

It was moved by Begue and seconded by Spangler to close the public hearing and go back into the Regular meeting. Motion carried.

Review and Discussion on First Draft of By-Laws

Chairman Smith thanked Leon for his work on preparing the draft copy. The commission then agreed to review the document page by page and have commissioners make any comments as they need. The following changes were noted:

1. Add the words “when possible should” to the second paragraph on page 1.
2. Have the City Manager and Main Street Manager be Ex-Officio member with non-voting rights, added to page 1.
3. Change Townships to “area” on bottom of page 1.
4. In article #3 change annual meeting to “January” from November and then change subsequent areas throughout document that refer to this.
5. Under Article #3 note that the City Manager will serve in the capacity of Secretary.
6. Add under same article that there will be at least 6 regular meetings per year.
7. Under Article # 5 keep the first two paragraphs and delete all subsequent numbers after #2.

Leon will make the changes noted and submit a clean copy to the board prior to the next meeting.

Future Meeting Dates and Times

CM Hansen asked for the board to set some future meeting dates and times which would make it easier for all board members. The board discussed what seems to work best and came up with meeting on the third Thursday of every month at 10:00 am at City Hall. Amy will prepare a calendar for the next meeting with the upcoming dates. The next meeting will be on Thursday, September 17th.

Additional Business

Josh Spencer, Main Street Manager was in attendance and handed out and reviewed the Design Guidelines book that the Main Street Design Committee had come up with. Josh explained that as this book is now it is not binding. The Design Committee would like to create an “overlay” district in which ordinances based on aspects of this Design Guideline book would be adopted and followed. He noted that this will be a long process that they would like to have in place by summer of 2010. The commission asked questions and Josh explained the process. This will be ongoing and he will keep this commission up to speed as to what is going on with the process.

Adjournment

At the call of the chair the meeting was adjourned at 11:45 am.

Respectfully Submitted,
Amy S. Hansen, Recording Secretary Planning Commission