

VILLAGE OF SCHOOLCRAFT
PLANNING COMMISSION
OCTOBER 12, 2020

The Regular Meeting of the Planning Commission held via Zoom was called to order by Chairperson Pfof at 7:00 p.m.

ROLL CALL:

Present: Chairperson Pfof, Gunnett, Doorn, Rozeboom, Bergland, Brohl, and Smith.

Absent: None.

Also Present: Village Manager Cheri Lutz and Josh Allen.

APPROVAL OF AGENDA:

Motion by Gunnett, seconded by Bergland, to approve the agenda as presented. All aye.

APPROVAL OF MINUTES:

Motion by Gunnett, seconded by Bergland, to approve the minutes of the September 14, 2020, Planning Commission Meeting as presented. All aye.

PUBLIC HEARINGS:

None.

CITIZEN'S ON NON-AGENDA ITEMS:

None.

OLD BUSINESS:

Ms. Julie Johnston of Wightman & Associates appeared before the Planning Commission to review the final draft for Building Standards in the Central Business District and the Cass Street Corridor.

By general consensus, the Planning Commission was in agreement with the final draft for Building Standards in the CBD and Cass Street Corridor.

NEW BUSINESS:

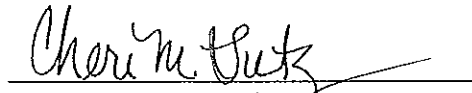
Commissioner Keith Gunnett brought up the subject of where addresses should be placed on houses.

Julie Johnston will provide a draft ordinance for the Planning Commission to review.

ADJOURNMENT:

The meeting was adjourned at 7:57 p.m.


Mae Pfof, Planning Commission Chairperson


Cheri M. Lutz, Recording Secretary

VILLAGE OF SCHOOLCRAFT
PLANNING COMMISSION
SEPTEMBER 14, 2020

The Regular Meeting of the Planning Commission held via Zoom was called to order by Chairperson Pfof at 7:00 p.m.

ROLL CALL:

Present: Chairperson Pfof, Gunnett, Doorn, Bergland, Brohl, and Smith.

Absent: Rozeboom.

Also Present: Village Manager Cheri Lutz, Larry Piper, Julie Johnston.

APPROVAL OF AGENDA:

Motion by Gunnett, seconded by Bergland, to approve the agenda as presented. All aye.

APPROVAL OF MINUTES:

Motion by Gunnett, seconded by Bergland, to approve the minutes of the August 10, 2020, Planning Commission with minor typographical changes. All aye.

PUBLIC HEARINGS:

Motion by Gunnett, seconded by Bergland, to open the Public Hearing at 7:02 p.m. for the purpose of hearing a request from Mr. Josh Allen to allow a Custom Craft Shop as a permitted use in the B-1 Zoning District.

No Public Comments were heard.

Motion by Bergland, seconded by Gunnett, to closed the Public Hearing at 7:03 p.m.

Motion by Bergland, seconded by Gunnett, to recommend approval by the Village Council for a Special Use Permit, to allow a Custom Craft Shop as a permitted use in the B-1 Zoning District. All aye.

CITIZEN'S ON NON-AGENDA ITEMS:

Mr. Larry Piper of Clark Logic appeared before the Planning Commission to discuss options for the Lower Elementary School located on East Cass Street. Mr. Piper suggested the following uses:

- Church
- Private School
- Condos
- Retail
- Other uses to be determined

Mr. Piper will discuss possibilities with Mr. Jamie Clark, and provide additional information at a later date.

OLD BUSINESS:

Ms. Julie Johnston of Wightman & Associates appeared before the Planning Commission to discuss Building Standards in the Central Business District and the Cass Street corridor.

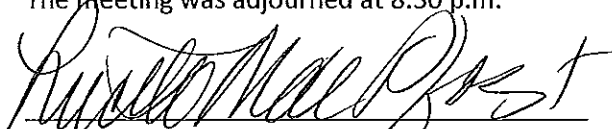
Several suggestions were presented by the Planning Commission, and modifications will be made to the Building Standards, and presented to the Planning Commission at the October 12, 2020, Planning Commission Meeting.

NEW BUSINESS:

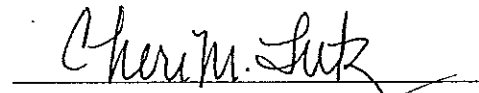
None.

ADJOURNMENT:

The meeting was adjourned at 8:30 p.m.



Mae Pfost, Planning Commission Chairperson



Cheri M. Lutz, Recording Secretary

VILLAGE OF SCHOOLCRAFT
PLANNING COMMISSION
AUGUST 10, 2020

The Regular Meeting of the Planning Commission held via Zoom was called to order by Chairperson Pfost at 7:01 p.m.

ROLL CALL:

Present: Chairperson Pfost, Gunnett, Rozeboom, and Bergland.
Absent: None.
Also Present: Village Manager Cheri Lutz.

APPROVAL OF AGENDA:

Motion by Gunnett, seconded by Rozeboom, to approve the agenda as presented. All aye.

APPROVAL OF MINUTES:

Motion by Gunnett, seconded by Bergland, to approve the minutes of the March 9, 2020, as presented. All aye.

PUBLIC HEARINGS:

Motion by Gunnett, seconded by Bergland, to open the Public Hearing at 7:06 p.m. for the purpose of hearing a request from Schoolcraft United Methodist Church to approve a Special Use Permit for the purpose of allowing a day care center/preschool located at 120 E. Clay St., in the R-1 Zoning District.

No Public Comments were heard.

Motion by Bergland, seconded by Gunnett, to closed the Public Hearing at 7:1 p.m.

Motion by Bergland, seconded by Gunnett, to recommend approval by the Village Council for a Special Use Permit, to allow a day cere center/preschool located at 120 E. Clay St., in the R-1 Zoning District. All aye.

CITIZEN'S ON NON-AGENDA ITEMS:

None.

OLD BUSINESS:

- a) Motion by Gunnett, seconded by Rozeboom, to recommend the appointment of Ms. Jaclyn Brohl to the Planning Commission for a three-year term to expire in January 2023, and to appoint Mr. Nathan Smith to the Planning Commission for a two-year term to expire in January 2022. All aye.
- b) Ms. Julie Johnston provided information regarding proposed zoning ordinance changes to be discussed at the September 14, 2020, Planning Commission Meeting.

NEW BUSINESS:

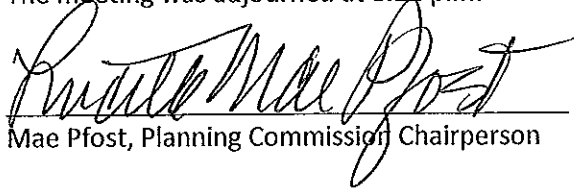
- a) Motion by Gunnett, seconded by Rozeboom, to accept letter of resignation letter from Commissioner Wes Schmitt regret, and to send him a thank you letter for his years of good work. All aye.

- b) Mr. Tom Oliphant of the United Methodist Church appeared before the Planning Commission to request site plan approval to allow a day care/preschool located at 120 E. Clay Street in the R-1 District.

Motion to approve the site plan request to allow a day care/preschool located at 120 E. Clay Street in the R-1 District contingent on Village Council approval for the Special Use Permit, and submission of parking space drawing specific to the preschool. All aye.

ADJOURNMENT:

The meeting was adjourned at 8:22 p.m.


Mae Pfost, Planning Commission Chairperson


Cheri M. Lutz, Recording Secretary

VILLAGE OF SCHOOLCRAFT
PLANNING COMMISSION
MARCH 9, 2020

The Regular Meeting of the Planning Commission held at 442 N. Grand Street, Schoolcraft, Michigan was called to order by Chairperson Pfost at 7:00 p.m.

ROLL CALL:

Present: Chairperson Pfost, Schmitt, Gunnett, Rozeboom, Doorn, and Bergland.
Absent: None.
Also Present: Village Manager Cheri Lutz, Julie Johnston, Deb Christiansen, Jaclyn Brohl, and Nathan Smith.

APPROVAL OF AGENDA:

Motion by Schmitt, seconded by Gunnett, to approve the agenda as presented. All aye.

APPROVAL OF MINUTES:

- a. Motion by Schmitt, seconded by Gunnett, to approve the minutes of the Regular Meeting of February 10, 2020 with minor corrections. All aye.
- b. Motion by Schmitt, seconded by Gunnett, to approve the minutes of the Special Meeting of February 19, 2020 with minor corrections. All aye.
- c. Meeting Minutes of the Village Council February 2, 2020 through February 17, 2020, were reviewed for file.

PUBLIC HEARINGS:

None.

CITIZEN'S ON NON-AGENDA ITEMS:

- a. Ms. Deb Christiansen appeared before the Planning Commission with the following comments:
 - She provided an update on the upcoming Art Hop.
 - She stated she is expecting a large crowd.
 - Business who are participating in the Art Hop will have a sandwich board in front of their business.
- b. Mr. Mike Rochholz stated that he commends the Planning Commission on the work and insight they have demonstrated in reviewing zoning ordinance changes, and thanked Ms. Julie Johnston for her expertise.

UNFINISHED BUSINESS:

Ms. Julie Johnston of Wightman appeared before the Planning Commission to review proposed zoning ordinance changes pertaining to signage.

A few minor changes were made by the Planning Commission, and the section pertaining to signage has concluded.

NEW BUSINESS:

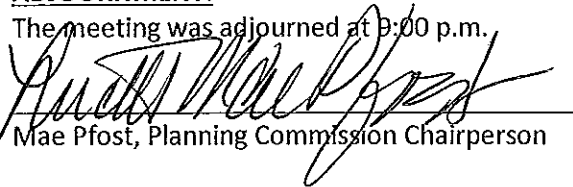
- a) Ms. Jaclyn Brohl appeared before the Planning Commission to present herself as a candidate for appointment to the Planning Commission.

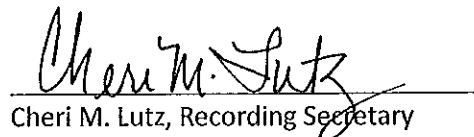
- b) Mr. Nathan Smith appeared before the Planning Commission to present himself as a candidate for the Planning Commission.

By general consensus, the Planning Commission has tabled a vote to the April 13, 2020, Planning Commission Meeting.

ADJOURNMENT:

The meeting was adjourned at 9:00 p.m.


Mae Pfost, Planning Commission Chairperson


Cheri M. Lutz, Recording Secretary

VILLAGE OF SCHOOLCRAFT
PLANNING COMMISSION
SPECIAL MEETING
FEBRUARY 19, 2020

The Special Meeting of the Planning Commission held at 442 N. Grand Street, Schoolcraft, Michigan was called to order by Chairperson Pfost at 7:00 p.m.

ROLL CALL:

Present: Chairperson Pfost, Schmitt, Gunnett, Rozeboom, Doorn, and Bergland.

Absent: None.

Also Present: Village Manager Cheri Lutz, Daryl DeVries, Adam Garland.

APPROVAL OF AGENDA:

Motion by Schmitt, seconded by Bergland, to approve the agenda as amended. All aye.

APPROVAL OF MINUTES:

None.

PUBLIC HEARINGS:

None.

CITIZEN'S ON NON-AGENDA ITEMS:

None.

UNFINISHED BUSINESS:

Mr. Daryl DeVries of DeVries Family Holdings appeared before the Planning Commission to request site plan approval for the addition of 60 sq. ft. to his existing building for the purpose of building an office to secure financing for purchase of vehicles.

Motion by Schmitt, seconded by Doorn, to approve the site plan request of Mr. Daryl DeVries as presented. All aye.

NEW BUSINESS:

None.

ADJOURNMENT:

The meeting was adjourned at 7:12 p.m.

Mae Pfost, Planning Commission Chairperson



Cheri M. Lutz, Recording Secretary

VILLAGE OF SCHOOLCRAFT
PLANNING COMMISSION
FEBRUARY 10, 2020

The Regular Meeting of the Planning Commission held at 442 N. Grand Street, Schoolcraft, Michigan was called to order by Chairperson Pfof at 7:00 p.m.

ROLL CALL:

Present: Chairperson Pfof, Schmitt, Gunnett, Rozeboom, Doorn, and Bergland.
Absent: None.
Also Present: Julie Johnson, Jaclyn Brohl, Max Hutchinson, Jessica Stump, Tim Winslow, Ben Hill, Nathan Smith.

APPROVAL OF AGENDA:

Motion by Schmitt, seconded by Gunnett, to approve the agenda as amended. All aye.

APPROVAL OF MINUTES:

Motion by Schmitt, seconded by Gunnett, to approve the minutes of the Regular Meeting of January 13, 2020, with minor corrections. All aye.

PUBLIC HEARINGS:

None.

CITIZEN'S ON NON-AGENDA ITEMS:

Ms. Jaclyn Brohl expressed her interest in being appointed to the Planning Commission.

UNFINISHED BUSINESS:

Ms. Julie Johnson of Wightman appeared before the Planning Commission to present and discuss proposed zoning ordinance changes as they relate to signage.

A final draft will be presented at a future meeting.

NEW BUSINESS:

Mr. Adam Garland appeared before the Planning Commission to request site plan approval for a 60 sf addition to the existing building located at 900 Grand Street. The purpose of the addition will be to add a vestibule.

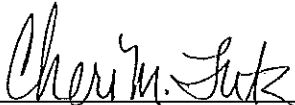
The Planning Commission requested that the application be filled out in it's entirety, and that the applicant's name be changes to DeVries Family Holdings.

They stated they would hold a Special Meeting once the application was corrected, and they had a better understanding of Associated Government's comments.

ADJOURNMENT:

The meeting was adjourned at 8:38 p.m.

Mae Pfof, Planning Commission Chairperson


Cheri M. Lutz, Recording Secretary

VILLAGE OF SCHOOLCRAFT
PLANNING COMMISSION
JANUARY 13, 2020

The Regular Meeting of the Planning Commission held at 442 N. Grand Street, Schoolcraft, Michigan was called to order by Chairperson Pfof at 7:00 p.m.

ROLL CALL:

Present: Chairperson Pfof, Schmitt, Gunnett, Rozeboom, Doorn, and Bergland.

Absent: None.

Also Present: Village Manager Cheri Lutz.

APPROVAL OF AGENDA:

Motion by Schmitt, seconded by Gunnett, to approve the agenda as amended. All aye.

APPROVAL OF MINUTES:

Motion by Schmitt, seconded by Gunnett, to approve the minutes of the December 22, 2019, meeting.
All aye.

PUBLIC HEARINGS:

None.

CITIZEN'S ON NON-AGENDA ITEMS:

Ma. Deb Christiansen appeared before the Planning Commission to discuss the possibility of a Christmas Card Display.

By general consensus, the Planning Commission was supportive.

OLD BUSINESS:

Discussion took place regarding proposed changes. Comments from the Planning Commission have been forwarded to Ms. Julie Johnston of Wightman & Associates.

NEW BUSINESS:

a Discussion took place regarding re-appointment of Planning Commissioners:

Motion by Schmitt, seconded by Doorn, to recommend appointment of Josh Rozeboom to the Planning Commission for a three (3) year term to expire in January of 2023 to the Village Council.

All aye.

b Discussion took place regarding appointment of officers for 2020.

Motion by Schmitt, seconded by Gunnett, to appoint Mae Pfof as Chairperson.

Ayes: Schmitt, Gunnett, Rozeboom, Doorn, Bergland.

Nays: None.

Abstain: Pfof.

Motion carried.

Motion by Schmitt, seconded by Gunnett, to appoint Bergland as Vice-Chair.
Ayes: Schmitt, Gunnett, Doorn, Rozeboom, Pfof.
Nays: None.
Abstain: Bergland.

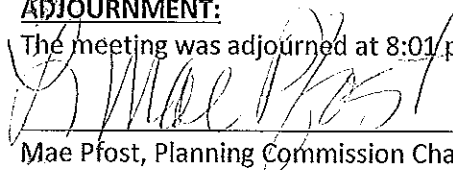
Motion carried.

Motion by Schmitt, seconded by Gunnett, to appoint Rozeboom as Secretary.
Ayes: Schmitt, Gunnett, Doorn, Pfof, Bergland.
Nays: None.
Abstain: Rozeboom.

Motion carried.

ADJOURNMENT:

The meeting was adjourned at 8:01 p.m.



Mae Pfof, Planning Commission Chairperson



Cheri M. Lutz, Recording Secretary