

**PLANNING COMMISSION MEETING
ESCANABA, MICHIGAN
December 11, 2014**

A meeting of the Escanaba Planning Commission was held on Thursday, December 11, 2014, at 6:00 p.m. in Room C101 at City Hall, 410 Ludington Street, Escanaba, MI 49829.

PRESENT: Vice Chairperson Patrick Connor, Commissioners Roy Webber, Kelvin Smyth, James Hellermann, Christine Williams and Brian Black

ALSO PRESENT: City Manager Jim O'Toole, City Council Liaison Ron Beauchamp, Executive Secretary Kim Peterson and project representatives Brian Boucher and John LeMire

EXCUSED ABSENT: Chairperson Tom Warstler and Commissioners Stephen Buckbee and Todd Milkiewicz

Vice Chairperson Connor called the meeting to order at 6:00 p.m.

City Manager O'Toole stated Commissioner Milkiewicz has resigned from the Planning Commission due to health issues.

Roll Call

Executive Kim Peterson conducted the roll call.

Approval/Correction of the October 9, 2014, Planning Commission Meeting Minutes

A motion was made by Commissioner Webber, seconded by Commissioner Smyth, to approve the October 9, 2014, Meeting Minutes. Ayes were unanimous.

Approval/Adjustments to the Agenda

Commissioner Webber would like an update on Basic Marine and this will be 3.f.

Conflict of Interest Declarations

None.

UNFINISHED BUSINESS

None.

PUBLIC HEARING

None.

PUBLIC COMMENT

None.

NEW BUSINESS

Election of Officers – Chair, Vice-Chair, Secretary and Deputy Secretary

City Manager O'Toole stated in accordance with the Escanaba Planning Commission Rules of Procedure, Section 4. Officers, paragraph A., the Planning Commission will elect from its membership a Chair, Vice-Chair, Secretary and Deputy Secretary for the upcoming calendar year.

Nomination for Patrick Connor for Chair was made by Commissioner Black, seconded by Commissioner Hellermann.

Nomination for Kel Smyth for Vice Chair was made by Vice Chairman Connor, seconded by Commissioner Webber.

Nomination for Roy Webber for Secretary was made by Commissioner Black, seconded by Commissioner Smyth.

Nomination for Brian Black for Deputy Secretary was made by Vice Chairman Connor, seconded by Commissioner Williams.

A motion was made by Commissioner Hellerman, seconded by Commissioner Williams, to appoint Patrick Connor as Chair, Kel Smyth as Vice Chair, Roy Webber as Secretary and Brian Black as Deputy Secretary. Ayes were unanimous.

Approval – 2015 Planning Commission Regular Public Meetings Schedule

City Manager O'Toole stated the Commissioners received an upcoming meeting schedule for 2015.

A motion was made by Commissioner Black, seconded by Commissioner Smyth, to approve the 2015 Planning Commission Regular Public Meetings Schedule as presented. Ayes were unanimous.

Project Updates:

- A. Zoning Board of Appeals Hearings/Decisions – Meeting was held on October 22, 2014, for a variance to a side yard encroachment for an attached garage. Administration recommended against the variance as there was no hardship defined by the zoning laws. The Board granted the variance due to the property being located on a corner lot with a dead end road near the golf course. Location was 1300 South 15th Street.
- B. Michigan (MEDC) Redevelopment Ready Communities Program – City Manager O'Toole asked the Commissioners to go to the City's website to review "Land Development Tools" This section has everything to do with land development within the City of Escanaba. Information was sent to the MEDC for review and a punch list will be returned to the City to continue with the work plan.
- C. Delta County Planning Commission Update – No meeting was held.

D. Zoning/Land Use Permit Update – See below:

ZONING PERMITS REPORT
January 1, 2014 thru December 11, 2014

3	NEW RESIDENTIAL HOME	\$735,000
34	RESIDENTIAL REMODELS	\$624,140
3	NEW COMMERCIAL	\$1,840,000
5	COMMERCIAL REMODELS	\$2,142,500
1	CHANGE OF USE	\$100,000
	HOME OCCUPATION	\$0
	LAND USE PERMIT	\$0
6	DEMOLITION PERMIT	\$47,000
39	TOTAL	\$5,488,640

E. Various – City Manager O’Toole stated the Certified Local Government status for downtown looks like the City was approved and the City Council will be asked to approve a resolution on December 18, 2014, which will allow the City to be the second community in the U.P. to have this status. This will allow the City to apply for Historic Preservation Grants.

City Manager O’Toole stated the Market Place Project is being discussed for possible relocation to the former Northern Motors parking lot on Ludington Street. The DDA authorized Ed Legault and Barry Polzin to provide a cost estimate and revisit the plan for a different location. Administration believes the new location is more central with being on main street and would be a huge marketing tool in landing someone in the Northern Motors Building. This location would have additional parking and would envision an outdoor patio or enclosed playground. Discussed the possibility of vacated the alley approximately half-way behind Jim’s Music to South 15th Street. An upcoming meeting is scheduled for City Administration, DDA Director Ed Legault and the architect Barry Polzin.

City Manager O’Toole stated the City received the maximum allowed of \$100,000 from Section 19 Emergency Fund for reimbursement from the last winter thawing situation. Paperwork has been submitted to the State to receive \$23,000 for the freezing situations that occurred last winter.

F. Basic Marine – City Manager O’Toole stated City Administration is still in negotiations on City property that Basic Marine would like to acquire.

GENERAL PUBLIC COMMENT

None.

COMMISSION/STAFF COMMENT AND ANNOUNCEMENTS

None.

ADJOURNMENT

A motion was made by Commissioner Webber, seconded by Commissioner Williams, to adjourn the meeting. The meeting adjourned at 6:18 p.m. Ayes were unanimous.

Patrick Connor, Vice Chairperson
Escanaba Planning Commission

James V. O'Toole, City Manager
City of Escanaba

Roy Webber, Secretary
Escanaba Planning Commission