

CALL TO ORDER:

Chairman Bob Smith called the meeting to order at 7:00 p.m. Commissioner Wiggins led the Pledge of Allegiance.

ROLL CALL

Members Present: Sue Erickson, Bob McClean, Bob Smith, Bill Sullivan, Mike Lee, Brian Vicary, Dannel Ballard, and Frank Wiggins.

Members Excused: Tim Hunnicutt

Motion by Commissioner Erickson, Seconded by Commissioner Vicary and carried by unanimous vote of the Planning Commission that **Commissioner Hunnicutt be excused from the meeting.**

STAFF:

Lisa Grysen, Daniel Coss, Dan Matson, Steven Van Steenhuyse

AUDIENCE: None

APPROVE AGENDA:

Motion by Commissioner Erickson, seconded by Commissioner Vicary and carried by unanimous vote of the Planning Commission that **the Planning Commission's agenda for March 24, 2011 be approved with the addition of NB#2 Training. MOTION CARRIED.**

APPROVAL OF MINUTES:

Motion by Commissioner Ballard, seconded by Commissioner McClean and carried by unanimous vote of the Planning Commission that **the minutes of the January 27, 2011 Regular Planning Commission Meeting be approved as presented. MOTION CARRIED.**

PUBLIC COMMENTS:

None

OLD BUSINESS:

None

NEW BUSINESS

1. Revision of Planning Commission Ordinance:

City Attorney, Dan Matson has prepared a revised draft for the Planning Commission Ordinance which will comply with the Michigan Planning and Enabling Act, PA 33 of 2008. To comply with the Act, the City must adopt a new ordinance by July 1, 2011.

At the February 15, 2011 City Council meeting a draft ordinance was presented City Council where it was tabled due to some issues that council brought up and then it was tabled a second time at the March 1, 2011 City Council meeting in order to allow the Planning Commission an opportunity to review the proposed ordinance.

The proposed new ordinance differs from the existing ordinance in the following areas:

- Allows one member of the Commission to be a non-resident.
- Requires members to attend training before they can be reappointed for a second term.
- Allows the City Administrator and an “officer of the city designated by the City Administrator” to be members of the Commission.
- Allows the Mayor to be a member
- Allows the Planning Commission to name liaisons to the Commission for the purpose of allowing their participation in discussion with the Commission during meetings
- Failure to “repeatedly attend” meetings is considered nonfeasance in office and is grounds for removal from the commission
- Members “may” be compensated for their services.
- Requires a minimum of 4 meetings per year.
- Allows the commission to apply for and receive grants.

Motion by Commissioner Sullivan, seconded by Commissioner Ballard and carried by unanimous vote of the Planning Commission **to make no change to bullet point # 1 which allows one member of the Commission to be a non-resident. MOTION CARRIED.**

Motion by Commissioner Sullivan, seconded by Commissioner Erickson and carried by unanimous vote of the Planning Commission **to remove bullet point # 2 which requires members to attend training before they can be reappointed for a second term because this requirement is already part of the Planning Commission by-laws. MOTION CARRIED.**

No motion was made for bullet point #3 because it is mandatory.

No motion was made for bullet point #4 because it is mandatory.

Motion by Commissioner Sullivan, seconded by Commissioner Vicary and carried by unanimous vote of the Planning Commission **to remove bullet point # 5 which allows the Planning Commission to name liaisons to the Commission for the purpose of allowing their participation in discussion with the Commission during meetings. MOTION CARRIED.**

Motion by Commissioner Sullivan, seconded by Commissioner Ballard and carried by unanimous vote of the Planning Commission **to remove bullet point # 6 which states that failure to “repeatedly attend” meetings is considered nonfeasance in office and is grounds for removal from the commission because this requirement is already part of the Planning Commission by-laws. MOTION CARRIED.**

No motion was made for bullet point #7 because it is mandatory.

No motion was made on bullet point #8 because it is mandatory.

No motion was made on bullet point #9 so it will be left in as acceptable.

Motion by Commissioner Sullivan, seconded by Commissioner Ballard and carried by unanimous vote of the Planning Commission **to recommend that City Council approve the Planning Commission Ordinance with the proposed changes by Planning Commission. MOTION CARRIED.**

2. Planning Commissioner Training:

Steven Van Steenhuyse will prepare a training session for the next meeting on April 28, 2011. This training will consist of the following three parts:

- Refresher Session
- Process and Roles of the Planning Commission
- New Things on the Horizon

In the event that there is regular business for the Planning Commission to conduct the meeting will be scheduled for 6:30 pm with the training session scheduled at 7:00 pm.

PLANNING COMMISSION MEMBER COMMENTS:

Chairman Smith welcomed new City Administrator Daniel Coss.

ADJOURNMENT:

Motion by Sullivan, seconded by Ballard and carried by unanimous vote of the Planning Commission that **this meeting be adjourned at 8:21p.m.**

Respectfully submitted,

Lisa Grysen
City Clerk-Treasurer