



VILLAGE OF PENTWATER

ON PENTWATER LAKE AND LAKE MICHIGAN

327 South Hancock Street-P.O. Box 622

Pentwater, Michigan 49449

(231) 869-8301 - FAX (231) 869-5120

MEMORANDUM

TO: Planning Commissioners
FROM: Sara S. Bizon, Zoning Administrator *SSB*
DATE: January 6, 2017
SUBJECT: Planning Commission Meeting – January 18, 2017

The next Planning Commission meeting is scheduled for Wednesday, January 18, 2017 at 7:00 p.m.

There are no action items for this meeting, but you requested to meet every month and discuss the master plan and the zoning ordinance.

Thank you!

Encls.



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www.PentwaterVillage.org

**Agenda for the Pentwater Village Planning Commission
Village Community Room – 327 Hancock St.
Wednesday, January 18, 2017
7:00 P.M.**

- I. Opening
 - A. Call to Order and Pledge of Allegiance
 - B. Roll Call

- II. Approval of Agenda and Minutes
 - A. Approval of Agenda
 - B. Approval of Minutes of the Planning Commission Regular Meeting held December 13, 2016

- III. Public Comments

- IV. Department/Committee Reports
 - A. Zoning Administrator
 - B. Zoning Board of Appeals – None

- V. Old Business
 - A. None

- VI. New Business
 - A. Discussion Zoning Ordinance
 - B. Discussion Master Plan

- VII. Communications from Planning Commission Members

- VIII. Adjournment



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Planning Commission

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Regular Meeting Minutes – December 13, 2016

Chairperson Christians called the regular meeting of the Pentwater Village Planning Commission Meeting to order at 7:07 P.M. with the Pledge of Allegiance.

ROLL CALL

Present: Ron Christians, Michelle Angell-Powell, Paul Anderson, Bruce Koorndyk, & Kirstin McDonough

Absent: Mark Benner

Staff Present: Sara Bizon, Zoning Administrator

APPROVAL OF AGENDA

Motion by Koorndyk second by Angell-Powell to approve the Agenda as presented.

Voice Vote: Aye: 5 Nay: 0 Absent: 1 **Motion carried.**

APPROVAL OF REGULAR MINUTES

Motion by Koorndyk second by McDonough to approve the September 21, 2016 regular meeting minutes as presented.

Voice Vote: Aye: 5 Nay: 0 Absent: 1 **Motion carried.**

PUBLIC COMMENTS ON AGENDA ITEMS

None

COMMITTEE/DEPARTMENT REPORTS

A. Zoning Administrator

Bizon provided the Commission with her September, October, & November 2016 Monthly Reports. She reported that Mr. Jeffries has received his occupancy permit and has until April 2017 to remove his old house. She also reported that LSL is letting David Jirousek, who is now at Williams & Works retain his clients, if the client so chooses. The Village will continue utilizing his services.

B. Zoning Board of Appeals

No meeting. No report.

OLD BUSINESS

None

NEW BUSINESS

A. Non-Conforming Structure Addition – 21 Morris St. (Parcel #044-721-007-00)

Bizon presented a request from Mr. & Mrs. Lajko to enlarge their non-conforming structure at 21 Morris St. (Parcel #044-721-007-00). Their lot is a corner lot and currently the house sits 13' 6" from the property line on Morris Street. According to Bizon, the house complies on Lowell St. and will continue to do so. Mr. & Mrs. Lajko meet all of the requirements for approval under Section 3.24 (B) of the Zoning Ordinance. This addition will increase the footprint their structure by 630 feet. Bizon has visited the site and recommended approval.

Mr. Lajko provided the Commission with a larger copy of the plans to look at and discuss.

Motion by McDonough second by Anderson to approve the Zoning Permit Application for 21 Morris St. (Parcel #044-721-007-00) as a non-conforming use [structure] in order to add 630 square feet to the existing structure.

Voice Vote: Aye: 5 Nay: 0 Absent: 1 **Motion carried.**

B. Approval of Resolution – 2017 Commission Calendar

Bizon presented the 2017 Planning Commission Calendar.

All regular meetings of the Planning Commission are held on the third Wednesday of every month in the Village Hall Community Room at 7:00 PM.

January 18th
February 15th
March 15th
April 19th
May 17th
June 21st
July 19th
August 16th
September 20th
October 18th
November 15th
December 20th

Bizon recommended approval.

Motion by Anderson second by Koorndyk to approve 2017 Meeting Calendar.

Voice Vote: Aye: 5 Nay: 0 Absent: 1 **Motion carried**

COMMUNICATIONS FROM PLANNING COMMISSION MEMBERS

Christians presented a memo from the Township Zoning Administrator that will be presented at the Township's next Planning Commission meeting on Thursday, 12/15/16. In his memo the

Township ZA is recommending that they create their own Zoning Ordinance separate from the Village. Bizon did not have any comments.

The Commission discussed the possibility of the split. Christians will attend the Township meeting on Thursday. They also discussed reviewing the current Zoning Ordinance and Master Plans chapter by chapter at each meeting.

ADJOURNMENT

Motion by Anderson second by Angell-Powell to adjourn the meeting.

Voice Vote: Aye: 5 Nay: 0 Absent: 1 **Motion carried.**

Christians adjourned the meeting at 7:55 p.m.

Respectfully Submitted,

Sara S. Bizon
Zoning Administrator

Date

