

Village of Bellaire

MASTER PLAN COMMITTEE

Dan Bennett, Georgia Jean Burns, Tani Carl, Butch Dewey, William Drollinger, Fred Harris, Brad Kik, Don Seman and Margie-Thomas Boyd

Master plan Committee Meeting Minutes

December 12, 2018

5:30 p.m.

1. **Call to Order:** The meeting was called to order at 5:30 p.m.
2. **Roll Call Attendance:**
 - Present:** Dan Bennett, Georgia Jean Burns, Tani Carl, Butch Dewey, Bill Drollinger, Brad Kik, Don Seman and Margie Thomas-Boyd
 - Absent:** Fred Harris
 - Staff Present:** Lori Luckett, Zoning Administrator
 - Also Present:** John Sych, Networks Northwest
3. **Approval of Minutes:** Approval of the minutes from the November 14, 2018 meeting.

Motion by Don Seman, seconded by Georgia Jean Burns, to approve the minutes of the November 14, 2018 meeting as presented. Motion carried by voice vote.

4. **Unfinished Business:**

- a) **Review of Draft Vision Statement, Goals, and Objectives:** Mr. Sych informed the committee that this was his last meeting; he has taken the planning director position with Garfield Township. He led the committee through review of the developed goals and objectives by line. Some of the goals and objectives are value statements of sorts. Some of the statements are new; others are statements from the old master plan. He suggested that some would have to be changed or tweaked.

He began with a review of the Table of Contents indicating that it would be located at the beginning of the plan as it is an indication of a community's priorities. He continued with the Vision Statement, which is included in Chapter 2 of the Master Plan. The vision statement is what the committee would like to the Village to look like at the end of the master plan. Mr. Sych encouraged the members to suggest changes through the process until final approval. The Overall Goals for the Master Plan had been carried forward from the old plan. He read each of these goals to the committee, noting that the second goal, "to protect the health, safety, and welfare of Village residents by coordinating the land use so that efficient public services are provided," is the foundation for the zoning ordinance. Mr. Sych explained that from the Overall Goals, the plan then "dives down" into specific goals and objectives for the Built Environment, the Natural Environment, the Economic Environment, and the Social Environment. Specific goals under Built Environment were identified. Stated objectives are enumerated under each goal. As Mr. Sych read these objectives, he recommended pertinent changes. He also suggested that a parking study be done to see how the Village manages existing parking noting that a study would address how to best maximize available parking.

Natural Environment Goals and Objectives were reviewed. Certain objectives had been raised during focus groups. He explained the objective with reference to the utilization of Best Management Practices to regulate and minimize storm water discharge.

Economic Environment Goals and Objectives were identified. The objective to “engage in” the Redevelopment Ready Communities (RRC) program was changed to “complete”, as the village is currently in the process. The objective for the central business district was reworded. The reference to planning and zoning techniques, such as clustering and shared parking was removed. The objective addressing signs was edited. Mr. Sych noted that this objective supports the regulation of signage.

Social Environment Goals and Objectives for Placemaking and Government Services were reviewed. Enumerated objectives under Placemaking were identified and include a recommendation to develop a public art policy and to participate in the assessment program, “First Impressions: Assessing Your Community for Tourism (FIT)” offered through Michigan State University Extension Services. Some members thought it would be beneficial. Objectives under Government Services included a summit of local government officials from around the county to discuss common interests and a survey of young Village residents to determine their interests and priorities.

Remaining items for the Master Plan include finalizing the community assessment, conducting a land use inventory, and developing existing and future land use maps. Mr. Sych explained that the next step for the committee is developing the future land use map. He noted that this is a policy map, required by law, and is the basis for zoning. The Master Plan is policy and is the basis for the zoning ordinance, which is law.

5. **New Business:** The members expressed thanks and congratulations to Mr. Sych.
6. **Correspondence/Reports:** The next committee meeting is January 9, 2019. Mr. Sych thought that only two more committee meetings would be needed. Mr. Sych explained that formal action would be taken by the planning commission to recommend distribution of the plan for public release and comment. The plan goes out to the community for 63 days. At the end of the 63 days, the planning commission will hold a public hearing on the Master Plan. A final recommendation on the plan is then made to village council.
7. **Adjournment:** Meeting adjourned at 6:25 p.m.

Minutes compiled by:
Lori Lockett, Zoning Administrator & Recording Secretary

Approved: _____

Date: _____