

Village of Bellaire

PLANNING AND ZONING COMMISSION

William Drollinger, Chairman

Commissioners: Clarence Bennett, Butch Dewey, Ken Fedraw, Robert Shumaker

MEETING MINUTES

December 7, 2010

1. **Call to Order:** Chairman Bill Drollinger called the meeting to order at 5:00 p.m.
2. **Roll Call Attendance**
 - Present:** Chairman Drollinger, Butch Dewey, Clarence Bennett, Robert Shumaker
 - Absent:** Ken Fedraw
 - Staff Present:** Janet Koch, Zoning Administrator
 - Also Present:** Ellen Kohler (presenter), Bob Massey (ZBA member), Colette Stanish (ZBA member).
3. **Approval of Agenda:** The agenda was approved as written.
 - Motion by Dewey, seconded by Bennett, to approve the agenda as written.**
 - Motion carried by voice vote.**
4. **Approval of the August 12, 2010 Regular Meeting Minutes:** The minutes were approved as written.
 - Motion by Bennett, seconded by Dewey, to approve the minutes as written.**
 - Motion carried by voice vote.**
5. **Presentation by Ellen Kohler of the Watershed Center:** Kohler gave a talk on changes the Planning Commission could make to the village's zoning ordinance to increase the level of water quality protection. She referred to the Action Plan prepared by The Watershed Center, stating that the top water pollutants are sediments and nutrients, and recommended reducing storm water runoff in the village as much as possible.

Some of the action plan's recommendations are to consider setting parking space quantities as maximums instead of minimums, and to consider requiring parking lot landscaping to be designed to help address pollutant removal from storm water runoff. Kohler commended the Planning Commission for some of the water quality protection already in the ordinance.
6. **Establishment of Conflict of Interest: None presented.**
7. **Public Comment on Agenda Items:** None presented.
8. **Zoning Administrator's Report:** Included in the report was a listing of all the zoning permits issued in 2010 to date (30 permits) and the types of permits issued. The report also gave details of Koch's reworking of the filing of village zoning permits. She is also creating a database of zoning permits, land divisions, variances, and zoning violations.
9. **Old Business:** None presented.

10. New Business: None presented.

11. Discussion Items (Non-action)

a) Possible ordinance amendment – height of decks.

After a short discussion, the Planning Commission decided not to pursue amending the zoning ordinance to limit deck heights.

b) Possible ordinance amendment – definition of garage sales.

Bob Massey of the Antrim County Building Department told the Planning Commission that the owner of 202 E. Cayuga is holding antique/garage sales but does not live in the house. Goods are inside the house are being sold, according to Massey. Massey said if no one is in residence, the construction codes consider such a situation to be a mercantile use. If it is a mercantile use, the commercial construction codes would apply.

The property owner has not applied for a Change of Use zoning permit changing the property's use from residential to commercial.

The village's zoning ordinance does not provide a definition of a garage sale. As the property owner will not be holding any more sales until 2011, the Planning Commission will revisit the issue next year.

c) Possible ordinance amendment – number of signs for corner businesses.

After a short discussion, the Planning Commission decided not to pursue amending the zoning ordinance to allow additional signs on buildings sited on street corners.

12. Communications/Informational: None presented.

13. Member/Public Comment: None presented.

14. Adjournment: Meeting adjourned at 6:04 p.m.

Compiled by: _____
Janet Koch, Clerk

Approved: _____
William Drollinger, Chair

Date: _____