

Village of Bellaire
PLANNING COMMISSION

William Drollinger, Chairman

Commissioners: Butch Dewey, Ken Fedraw, Fred Harris, Robert Shumaker

PLANNING COMMISSION MEETING MINUTES

May 6, 2014

- 1. Call to Order:** Chairman Drollinger called the meeting to order at 6:28 p.m.
- 2. Roll Call Attendance**
 - Present:** Chairman Drollinger, Butch Dewey, Ken Fedraw, Fred Harris, Robert Shumaker
 - Absent:** None absent
 - Staff Present:** Lori Lockett, Zoning Administrator
 - Also Present:** Colette Stanish
- 3. Approval of Agenda:** Lockett advised the Planning Commission that item a) under New Business, Short's Brewery Commercial Site Plan Review was to be removed. The revised agenda was approved.
 - Motion by Dewey, seconded by Fedraw to approve the agenda as revised. Motion carried by unanimous voice vote.**
- 4. Approval of Minutes:** The minutes were reviewed and approved as presented.
 - Motion by Shumaker, seconded by Dewey, to approve the minutes of the February 27, 2014 meeting. Motion carried by unanimous voice vote.**
- 5. Public Comment on Agenda Items:** Shumaker noted a typographical error in the quarterly meeting dates.
- 6. Old Business:** None presented.
- 7. New Business**
 - a) Zoning Ordinance Definition of Lot Line**

Lockett advised the Planning Commission that she had received a telephone call from a water front property owner on South Genesee who would like to construct a detached accessory building on his property. In the previous zoning ordinances, including the 1988, 1998, 2000 and 2002, the definition of Lot Line, Front provided . . . in the case of a water front lot, the boundary line of the lot immediately adjacent to the water's edge. . . . In the 2005 zoning ordinance, and under the current zoning ordinance, the definition does not distinguish between water front and non-waterfront lots. The zoning ordinance also provides that no detached accessory building or structure shall be located in the front yard of any lot within the village. Discussion of whether the removal of "water front" from the definition of front lot line been intended or whether this was an oversight. Discussion occurred regarding water front lots and the location of accessory buildings.

The Planning Commission unanimously agreed to move forward with the zoning ordinance amendment process for the definition of front lot line for water front properties.

b) Zoning Ordinance Section 3.23

Luckett explained that she has across problems with the sign ordinance as it is currently written. The 2002 zoning ordinance allowed ground mounted signs to be permitted in a required front yard and set at 10 feet or more behind the front property line. Under the current zoning ordinance the signs must be located beyond the required set back. In the Village Commons District, commercial use, the front yard setback is 25 feet. The signs along Cayuga that are 10 feet behind the front property line are considered Class B non-conforming structures. Discussion occurred about whether the sign ordinance should be tweaked or completely revised. Chairman Drollinger discussed the previous sign ordinance and what likely prompted its revision. Luckett showed the Planning Commission pictures of businesses and signs. She noted certain omissions in the current sign ordinance pertaining to off premise signs, temporary signs and window signs and stated that there may be unintended consequences when not addressing certain signs in the ordinance. Luckett asked whether the Planning Commission would consider forming a subcommittee to review and revise the sign ordinance. The Planning Commission agreed that sign ordinance should be thoroughly reviewed once a new member is appointed to the Commission. Luckett stressed the importance of community input. Chairman Drollinger emphasized that business owners should be involved.

8. Discussion Items (Non-action):

a) Zoning Administrator's Report

Luckett reported on the zoning permits that have been issued since the last meeting, which included sign, façade removal, deck construction and change of use.

9. Communications/Informational: Memorandum from the Northwest Michigan Council of Governments about the development of a “regional prosperity plan.”

10. Member/Public Comment: Once again Chairman Drollinger thanked Ken Fedraw for his service and stated he will be missed. Colette Stanish asked about training for the Zoning Board of Appeals. Luckett indicated that she would invite members to the Planner's Moments sessions and look for additional training.

11. Adjournment: Meeting adjourned at 6:55 p.m.

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

Approved: _____
William Drollinger, Chairman

Date: _____