

Village of Bellaire

PLANNING COMMISSION

William Drollinger, Chairman

Commissioners: Butch Dewey, Fred Harris, Robert Shumaker and Don Seman

PLANNING COMMISSION MEETING MINUTES

August 5, 2014

1. **Call to Order:** Chairman Drollinger called the meeting to order at 5:00 p.m.
2. **Roll Call Attendance**
 - Present:** Chairman Drollinger, Butch Dewey, Fred Harris, Robert Shumaker
 - Absent:** Don Seman
 - Staff Present:** Lori Lockett, Zoning Administrator
 - Also Present:** Colette Stanish
3. **Approval of Agenda:** The agenda was approved with the addition of the Planner's Moments DVD – "Fireworks."
 - Motion by Harris, seconded by Shumaker, to approve the agenda with the addition of the Planner's Moments DVD- "Fireworks." Motion carried by unanimous voice vote.**
4. **Approval of Minutes:** The minutes of the July 8, 2014 meeting and work session were approved.
 - Motion by Dewey, seconded by Harris, to approve the minutes of the July 8, 2014, meeting as written. Motion carried by unanimous voice vote.**
 - Motion by Dewey, seconded by Drollinger, to approve the minutes of the July 8, 2014, work session as written. Motion carried by unanimous voice vote.**
5. **Public Comment on Agenda Items:** None presented.
6. **Old Business:**

Discussion occurred about the proposed changes to Section 3.5 Accessory Buildings or Structures that would remove the prohibition of detached accessory building or structures in the front yard; remove the architectural conformity provision; and require detached accessory structures to be located at least 10 feet from the principal structure. Height regulations were reviewed. In all districts under the current zoning ordinance, no building shall exceed 35 feet in height. The possibility of reducing a detached accessory building's height to 25 feet or the height of the principal dwelling whichever is less, was discussed and dismissed when Dewey pointed out that there are dwellings within the village that have very low roof lines. There were no additional comments or changes proposed.

Motion by Harris, seconded by Shumaker, to proceed to public hearing on the proposed amendments to Section 3.5 Accessory Buildings or Structures on November 4, 2014. Motion carried by unanimous voice vote.

Discussion moved to Section 3.23 Business and Information Signs and the information Lockett had compiled for members to review. The compilation contained definitions of signs referenced within Section 3.23. Certain definitions, i.e. awning sign, banner, business center/cluster signs were compared to the Village of Elk Rapids and Milton Township zoning ordinances. Lockett thought that the current section be reorganized and that some provisions be re-titled. She suggested that "conditions" could be re-titled to "general rules and regulations regarding signs." Review of this

section is ongoing. Harris asked about certain types of signs, including “business center/cluster signs.” There was further discussion about sizes and locations of signs. Drollinger thought that the number and size of allowable signs on a building under single ownership, but with multiple businesses, should be reviewed. There was discussion about the provision in the current ordinance that limits signs, including wall and window signs, to 10% of the building face. It was noted that signs on the interior of windows are not covered by the current zoning ordinance. Harris asked if there was a catalogue of signs located within the village. Lockett stated that she would take photos of signs within the village for reference and cataloging. Lockett requested that members review each definition, noting portable signs and special advertising devices, to determine whether there should be any changes to any definition. Drollinger pointed out that searchlights may not be allowed because of proximity to the airport. Drollinger advised that signage at the south end of the City of Charlevoix had been used as a model for the village’s current sign ordinance. Dewey opined that signs in Boyne City were some of the nicest and most unique in northern Michigan. Drollinger thought the Boyne City DDA had received a grant that made it possible to bring all of the oversized signs into compliance.

Lockett advised that she is researching whether outside displays should be addressed in the zoning ordinance or in the Village Code. Various members noted that there are issues of accessibility and ADA compliance as well as the MDOT right-of way. Drollinger pointed out that Traverse City is beginning to review outside displays and will likely commission a study.

The members agreed to take the agenda out of order so that the meeting would conclude after all DVDs had been viewed.

7. Discussion Items (Non-action):

a) Zoning Administrator’s Report

Lockett reported on the number of permits issued since the May 6, 2014 meeting and advised the members that a revised fee schedule was being submitted for the village council’s consideration.

8. Communications/Informational: None presented.

9. Member/Public Comment: None presented.

10. New Business:

The commission viewed “What are Takings?” - “Great Lakes Water Levels” - “Right to Farm Act Update” and “Fireworks.”

11. Adjournment: Meeting adjourned at 6:59 p.m.

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

Approved: _____
William Drollinger, Chairman

Date: _____