

# Village of Bellaire

## PLANNING COMMISSION

**Commissioners: Dan Bennett, Butch Dewey, Bill Drollinger, Fred Harris, and Don Seman**

### PLANNING COMMISSION MEETING MINUTES

August 1, 2017

5:05 p.m.

1. **Call to Order:** Chairman Drollinger called the meeting to order at 5:05 p.m.
2. **Roll Call Attendance:**
  - Present:** Chairman Drollinger, Dan Bennett, Fred Harris and Don Seman
  - Absent:** Butch Dewey
  - Staff Present:** Lori Luckett, Zoning Administrator
  - Also Present:** Colette Stanish
3. **Public Comments:** None presented.
4. **Approval of Minutes:** The minutes of the May 23, 2017 special meeting were approved as presented.
  - Motion by Commissioner Harris, seconded by Commissioner Bennett, to approve the minutes of the May 23, 2017 special meeting as written. Motion carried by unanimous voice vote.**
5. **Approval of Agenda:** The agenda was amended to remove a) Property Transfer – 10’ from 214 N. Beech to 210 N. Beech” and replaced with “Meeting Per Diem”. The agenda was approved as amended.
  - Motion by Commissioner Harris, seconded by Commissioner Bennett, to approve the agenda as amended. Motion carried by unanimous voice vote.**
6. **New Business:**
  - a) **Meeting Per Diem:** Zoning Administrator Luckett requested the members’ consideration to accept one meeting per diem for the public hearing and meeting. Commissioner Harris made the motion, seconded by Commissioner Seman, to waive the meeting per diem on the second meeting.
    - Motion by Commissioner Harris, seconded by Commissioner Seman, to waive the meeting per diem for the second meeting. Motion carried by unanimous voice vote.**
  - b) **2018-2022 Recreation Plan:** Chairman Drollinger directed the commissioners’ attention to the draft copy of the plan provided by Zoning Administrator Luckett. Chairman Drollinger noted that he had looked through the plan and that generally the plan is a prerequisite for grant funding. Zoning Administrator Luckett explained that approximately 600 surveys had been mailed to residents and property owners with the summer tax bills. She also noted that the survey had been on the village website and linked to Facebook since January. Ms. Luckett indicated that she has a response rate of 14%. The current draft plan contains the survey and the written comments but not the final tabulations as she is still receiving surveys. Ms. Luckett explained that the focus of this plan has been on accessibility. She indicated that site assessments of each facility using ADA standards are being done by DPW Supervisor Stead. Upon their completion, the information will be incorporated into the plan. Ms. Luckett explained the public review process and timeline required prior to the plan’s approval by village council. Ms. Luckett expressed her intention to have the plan ready for the November planning commission meeting

with the 30-day public review period underway. Ms. Lockett updated the members on the Paddle Antrim Ripple Effect grant received for the commissioning of a topographical survey. The survey is for a trailhead site selected in Richardi Park. She added that this is an important step to developing an accessible launch area. Ms. Lockett expressed her view that the recreation inventory did not need to be expanded; it needed to be maintained and improved. She directed commission members to the public comment portion of the draft. She said that is input on improving Ohio Street and River Street launch sites. Chairman Drollinger asked if there was any feedback from campers. Ms. Lockett indicated that there was not a lot of input about the campground. She thought that the accessibility of the bathhouse would come up. Chairman Drollinger suggested a joint meeting with the Parks Committee for a brainstorming session and inviting groups such as Paddle Antrim and the schools. He is of the opinion that a recreation plan sits on the back burner. However, it is a very, very important plan that has benefit to the community. Ms. Lockett noted that comments have been to maintain and improve facilities, including adding temporary restrooms. Chairman Drollinger spoke of the temporary facilities that have been installed in the Village of Ellsworth. Ms. Lockett added that Paddle Antrim has been involved in the water trail designations. She also noted that the plan includes reference to Glacial Hills and Shanty Creek because of the proximity to the village and the revenue generated in the community. Chairman Drollinger asked if there was any member comment. Commissioner Bennett indicated that he noticed the comment to keep the fence in the cemetery; however, at least 10 people have thanked him for having it removed. Chairman Drollinger also reported having received many positive comments. Commissioner Harris noted that the cemetery really looks good now. There was agreement to thank those working in the cemetery. Commissioner Harris said that the cemetery really tells a lot about the town. Commissioner Seman wondered why a fence had to be there anyway.

7. **Unfinished Business:** None presented.

8. **Correspondence/Reports:**

a) **Zoning Administrator's Report:** Zoning Administrator Lockett presented her report of permits issued since the May 2, 2017 meeting. She also presented the materials provided by the Michigan Municipal League outlining its position on the short-term rental legislation currently pending in the state house and senate. There was discussion about the local communities taking action to review short-term rentals.

9. **Public Comment:** Mrs. Stanish asked if there was any input or comment on dredging Craven Pond. Ms. Lockett said there was and invited her to stop by the office. The final numbers have not been tabulated because surveys are still coming in. Mrs. Stanish reminded the members about the previous efforts to dredge. She believes that the pond needs to be dredged because it is so full of muck.

10. **Adjournment:** Meeting adjourned at 5:23 p.m.

Minutes compiled by:  
Lori Lockett, Zoning Administrator & Recording Secretary  
Minutes are subject to approval.

Approved: \_\_\_\_\_  
William Drollinger, Chairman

Date: \_\_\_\_\_