

VILLAGE OF ONEKAMA PLANNING COMMISSION  
MEETING MINUTES – MAY 14, 2014

The meeting was called to order at 12:00 noon by the Chair, Bonnie Miller.  
Members present: Bonnie Miller, Isabel Steffans, Sandy Beauvais, Zoning Administrator, Bob Hall and Alice Hendricks, Also present was Rudi Milasich.

A motion by Beauvais, second by Steffans to approve the minutes of May 7, 2014 was carried.

Rudi provided small changes to pages 1, 25, 27, 29 and 60 and they were approved.

A table of contents is needed for the ordinance and Rudi will provide it.

1802 pg 25	Official Zoning Map. Outlining of Portage Lake Overlay (PLO) added to current map which has Business/Residential and Residential outline. Note: The PLO concerns only the land directly adjacent to the lake. Also note that there is land in the PLO that is owned by the township therefore we need to make sure parcels 5 and 7 are included in the PLO. Parcel (lot?) 6 is not lake front property.	
1806	Replacement of the Official Zoning Map. Rudi returned the language from the current ordinance.	

The committee reviewed the Public Notice of a Public Hearing on May 28<sup>th</sup> at 7 p.m.  
The selection of a secretary, hired, to take minutes at the public hearing was discussed. A motion to hire a secretary for the public hearing was made by Beauvais, second by Hendricks. The motion carried. The committee felt that Mary Kiepers would be a good candidate. Mary was contacted and she agreed to be our secretary for the public hearing.

Police Order Ordinances can be helpful in backing up the Zoning Ordinance in instances such as blight and we should use that method when necessary.

Bob Hall and Rudi presented the committee with information regarding the process and procedures regarding a public hearing (also in the By Laws?). Bob said that he had not had many people attend hearings regarding zoning ordinance changes. Some committee members indicated that in the past we have had a number of outspoken individuals at such hearings.

Rudi reminded the committee that many people in the community have worked on zoning e.g. joint zoning ordinance, joint master plan, township planning commission, village ad hoc committee, and the village planning commission so that there might not be many surprises.

It is always best policy to welcome comments from the public. Problems during a hearing generally occur when the planning commission members try to defend question from the public. Therefore, do not engage the public in a discussion, ask for facts. When faced with some questions, the best thing to do is ask the individual "What do you suggest?" Also, when

responding it would be wise to provide an answer such as: This is in the Community Master Plan, Watershed Plan, or has had community input, a consensus.

At the start of the hearing it would be advisable to ask if there is a group of individuals with the same question and would they consider selecting a spokesperson.

Time for each speaker – generally 3 minutes which could be extended to 5 and individuals can speak twice.

Letters received concerning the matter will be read and attached with the hearing minutes.

Bob will be at the hearing and print out Rules of Procedure on the Agenda which will be provided to all attendees.

After the hearing, there needs to be a Resolution of Recommendation to the Village Council to which there will be an attachment of public comments.

**Next meeting –MAY 21, 2014 AT NOON. Planning Commission By-Laws will be reviewed.**

The meeting adjourned at 1:25 p.m.

Respectfully submitted,

Alice E. Hendricks