

**VILLAGE OF NEWBERRY
PLANNING COMMISSION MEETING
Monday, September 24, 2018
Meeting Location: 302 East McMillan Ave
Meeting Time: 6:00 p.m.**

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF AGENDA

5. APPROVAL OF MINUTES

1. Planning Commission Meeting – Monday, August 27, 2018 at 6:00 p.m.

6. PLANNING COMMISSION CHAIRPERSON ANNOUNCEMENTS

1. None Prescheduled

7. COMMUNICATIONS FROM THE PUBLIC – Prior to consideration of official business, citizens may speak. Please limit comments to 3 minutes.

1. None Prescheduled

8. PETITIONS AND COMMUNICATIONS – Communications addressed to the Planning Commission are distributed to all members and are acknowledged for information or are referred to a committee or a staff member for follow-up.

1. None Prescheduled

9. UNFINISHED BUSINESS

1. Purpose and Definitions – Reference Manistique Zoning Ordinance

10. NEW BUSINESS

1. Draft 2019 Budget for Planning Commission

11. COMMENTS BY PLANNING COMMISSION MEMBERS

12. ADJOURNMENT - REGULAR SESSION

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Monday, August 27, 2018
Meeting Location: 302 East McMillan Ave.
Meeting Time: 6:00 p.m.**

1. Call to order:

Meeting was called to order by Chairman Vincent at 6:00pm

2. Pledge of Allegiance:

Chairman Vincent asked all to rise and pledge allegiance to the flag.

3. Roll call:

Roll call was taken and Vincent, Stiffler, and Vanatta were present. Hardenbrook was absent.

4. Approval of Agenda:

Motion by Vanatta with support from Stiffler to approve the agenda. A vote by voice was taken with all voting in the affirmative.

5. Approval of Minutes:

Planning Commission Meeting - Monday, July 23, 2018 at 6:00pm. Motion by Vanatta, second by Stiffler to approve minutes. There was a revision of the minutes to correct a spelling error. Under Approval of Minutes, point #2 - Approval of Master "Play". Should have stated "Approval of Master Plan". A vote by voice was taken with Vanatta, Vincent, & Stiffler voting in the affirmative with noted change.

6. Planning Commission Chairperson Announcements:

None

7. Communications from the Public:

None

8. Petitions and Communications:

None

9. Unfinished Business:

None

10. New Business:

Review of Manistique Zoning Ordinance. Stiffler asked if the Manistique zoning ordinance had been tested court and could be used as a template. Vincent stated there were templates that could be used, but they to fit the needs of the village. Alison Watkins stated the Manistique Zoning Ordinance had been tested.

Alison Watkins gave a presentation titled: Overview of the Steps For Adoption of a Zoning Ordinance in Michigan. The presentation highlighted various zoning functions and a review of adoption of a zoning ordinance. Alison went over three basic zoning functions – Legislative (Village Council), Administrative (Planning Commission/Zoning Administrator) & Quasi-judicial (Zoning Board of Appeals). She also covered 17 steps for adopting a zoning ordinance within Michigan.

Vincent recommended we look at potential conflicts to avoid in use of language (may vs. shall, etc.)

11. Comments by Planning Commission Members:

Vanatta stated it's time to roll up our sleeves and get to work and not to drag this out over years. He asked what a reasonable timetable would be. Vincent answered that it will take more than a year and we should work out one or two articles/sections at a time. Stiffler asked what would be presented to the Council, the whole ordinance or sections and Vincent said the whole thing would be presented. Public comment will be open for sections in addition to the whole ordinance. Sections on fencing and signs will be big and take time to work out. Vanatta asked if we should have a calendar/timeline as to what sections will be covered in each meeting. Vincent said he would have a calendar ready for the next meeting so the commission would have something to work off and for the public to view.

12. Adjournment - Regular Session

With no further business before the Planning Commission a motion was made to adjourn the meeting at 6:39pm.

Village of Newberry Planning Commission

2019 Proposed Budget

Income		Expenses	
Land Use Permit		Compensation	
Land Use Permit:Minor		Ordinance Officer	
Special Use Permit		Wages	\$ 18,210.00
Appeals		FICA	\$ 1,393.00
Planned Unit		Workman's	
Development		Compensation	\$ 755.00
Petition to Amend Zoning		Planning Commission	
Ordinance		Wages	\$ 5,625.00
Special Meetings		FICA	\$ 430.00
Land Division Fee		Zoning Administrator	
After the Fact Permit		Wages	\$ 10,000.00
Multiplier	To Be Calculated	FICA	\$ 765.00
		Payroll Taxes	\$ 520.00
		Retirement	\$ 300.00
		Office Supplies	\$ 1,000.00
		Professional and	
		Contract Services	\$ 2,500.00
		Legal	\$ 10,000.00
		Administrative	
		Allocation	\$ 2,000.00
		Postage	\$ 800.00
		Publishing & Printing	\$ 2,500.00
		PD	\$ 500.00
		Travel	\$ 500.00
		Membership &	
		Subscriptions	\$ 500.00
Total			\$ 58,298.00