

Minutes of the January 23, 2019

Otter Lake Planning Commission

(Public Hearing)

- I. Meeting called to order at 7:00 p.m. by acting chair Lerma.

Present: Ana Lerma Jackie Roberts Carol Ginder Chris Skias
Administrator Gill
Absent: Brian Woodworth

- II. Declaration of Conflict of Interest by Commissioners: None

- III. Public Hearing:

Property owner Jerry Lennox, 6267 Payne Street, parcel 047-637-016-00, requested his parcel be rezoned from L-1 (Light Industrial) to R-M (Multiple Family Residential) in lieu of R-3 (Single Family Resident). This parcel currently contains three (3) dwellings.

Motion by Lerma, support by Roberts to close the public hearing at 7:14 p.m. Motion carried with all yeas.

- IV. New Business:

Merits of rezoning parcel 047-637-016-00, 6267 Payne Street, to R-M in lieu of R-3 were discussed. As the parcel currently has three (3) dwellings the R-M zoning classification would be a closer fit, however the property would still remain a non-conforming use and any changes would require variances.

Merits of rezoning parcel 047-656-001-00, 6372 Detroit Street (original village bank), to R-3 were discussed. It was the consensus of the commission not to recommend rezoning this parcel at this time. The parcel currently is vacant and in the possession of Lapeer County for unpaid taxes. The commission would prefer to discuss the future of this property with an actual property owner.

See attached motion.

- V. Motion by Lerma, support by Skias to adjourned meeting at 7:42 p.m. Motion carried with all yeas.

Public Hearing
January 23, 2019

Motion by Lerma, support by Roberts to recommend that the Otter Lake Village Council rezone the following properties from C-1 (Local Business) or C-2 (General Commercial) to R-3 (Single Family Residential);

047-654-001-00	6391 Detroit Street
047-654-003-00	6379 Detroit Street
047-655-006-00	6398 Detroit Street
047-655-007-50	6392 Detroit Street
047-656-003-00	6364 Detroit Street
047-623-105-00	6350 Detroit Street
047-623-104-00	6342 Detroit Street
047-625-002-00	6336 Detroit Street
047-625-002-50	6330 Detroit Street
047-637-013-00	6322 Detroit Street
047-637-012-00	6316 Detroit Street
047-625-101-00	5992 Lake Road
047-637-018-00	5993 Lake Road
047-637-014-00	5975 Lake Road
047-637-017-00	Lake Road and Payne Street

And the following property from L-1 (Light Industrial) to R-3 (Single Family Residential);

047-637-017-00	6295 Payne Street
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And the following property from L-1 (Light Industrial) to R-M (Multiple Family Residential);

047-637-016-00	6267 Payne Street
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Motion carried with all yeas.

Minutes of the February 6, 2019

Otter Lake Planning Commission

I. Meeting called to order at 7:08 p.m. by acting chairman Miller.

Present: Ana Lerma Chris Skias Carol Ginder Administrator Gill
Absent: Brian Woodworth Jackie Roberts

II. Minutes:

Minutes from the November 7, 2018 and January 23, 2019 meetings will be presented at the May meeting.

III. Approval of Agenda: As presented

IV. Declaration of Conflict of Interest by Commissioners: None

V. Plan Reviews: None

VI. Old Business: None

VII. New Business:

Presented and reviewed copies of the zoning ordinance with the new members.

VIII. Public Comment: None

IX. Motion by Lerma, support by Skias to adjourned meeting at 7:48 p.m. Motion carried with all yeas.

Minutes of the February 20, 2019

Otter Lake Planning Commission

(Special Meeting)

I. Meeting called to order at 7:00 p.m. by acting chair Lerma.

Present: Ana Lerma Jackie Roberts Carol Ginder Chris Skias
Administrator Gill
Absent: Brian Woodworth

II. Declaration of Conflict of Interest by Commissioners: None

III. Site Plan Review:

Rhythm Rodders, 5635 Genesee Street, parcel #047-614-001-05: Rhythm Rodders requested to construct a 14 ft by 32 ft addition to the east end of their existing building. Proposed addition meets all zoning requirements except for total allowable square footage for an accessory building. Allowable area is 1,246 square feet, proposed building is 1,664 square feet. As the building is compatible with the surrounding neighborhood, the size of the site and location of the existing accessory building allows a future home to be built on the site, it is recommended that a variance for the additional area be granted.

Motion by Roberts, support by Skias to recommend to the Village Council that a variance be granted for the additional 418 square feet requested over the allowable. Yeas – Roberts, Ginder, Skias. Nays – Lerma (objected to the noise created by some of the members vehicles). Motion carried.

IV. New Business: None

V. Motion by Skias, support by Ginder to adjourn meeting at 7:32 p.m. Motion carried with all yeas.

Minutes of the May 1, 2019

Otter Lake Planning Commission

I. Meeting called to order at 7:03 p.m. by chairman Woodworth.

Present: Ana Lerma Chris Skias Jackie Roberts Brian Woodworth
Administrator Gill

Absent: Carol Ginder (unexcused)

II. Minutes:

Minutes from the November 7, 2018 meeting were presented. Motion by Woodworth, support by Lerma to accept the minutes as presented. Motion carried with all yeas.

Minutes from the January 23, 2019 meeting and public hearing were presented. Motion by Lerma, support by Woodworth to accept the minutes as presented. Motion carried with all yeas.

Minutes from the February 6, 2019 meeting were presented. Motion by Lerma, support by Skias to accept the minutes as presented. Motion carried with all yeas.

Minutes from the February 20, 2019 meeting were presented. Motion by Skias, support by Roberts to accept the minutes as presented. Motion carried with all yeas.

III. Approval of Agenda: As presented

IV. Declaration of Conflict of Interest by Commissioners: None

V. Plan Reviews: None

VI. Old Business: None

VII. New Business:

Meeting Dates: Motion by Lerma, support by Roberts to set the following meeting dates for the 2019/2020 term; August 7, 2019, November 6, 2019, February 5, 2020 and May 6, 2020. All dates are on the first Wednesday of the designated month. Motion carried with all yeas.

Election of Officers:

Motion by Lerma, support by Roberts to elect Brian Woodworth Chairman for the 2019/2020 term. Motion carried with all yeas.

Motion by Roberts, support by Skias to elect Ana Lerma Secretary for the 2019/2020 term. Motion carried with all yeas.

Motion by Skias, support by Lerma to elect Jackie Roberts Vice-Chairman for the 2019/2020 term. Motion carried with all yeas.

Land Use Master Plan ten year review/update. Chairman Woodworth suggested that a sub-committee be formed, consisting of two Planning Commission members and one council member to review and make recommendations to the full Planning Commission. Motion by Roberts, support by Lerma to form a Master Plan review sub-committee consisting of Woodworth, Roberts and Mechelle Valley. Motion carried with all yeas.

VIII. Public Comment: None

IX. Motion by Lerma, support by Roberts to adjourned meeting at 7:46 p.m. Motion carried with all yeas.

Minutes of the September 10, 2019

Otter Lake Planning Commission

(Public Hearing – Master Land Use Plan Review)

- I. Meeting called to order at 7:00 p.m. by chairman Woodworth.

Present: Ana Lerma Jackie Roberts Brian Woodworth
Administrator Gill Mechelle Valley

Absent: Chris Skias (excused) Carol Ginder (unexcused)

Public Present: Dave Dorr, Kevin Miller, Ray Benson, Walt Witac, Beth Witac, Matt Pin,
Bobby Pin, Doug Moulin, Cliff Murphy

- II. Public Hearing on Master Land Use Plan:

Chairman Woodworth give a brief overview of the process used by the Planning Commission for the review of the Village's Master Land Use Plan. The plan was adopted in 2009 and is required to be re-evaluated by the Planning Commission every five (5) years. This being the tenth year of a twenty (20) year plan the Planning Commission requested input from the Village residents in the form of a Community Survey. Copies of the survey results were presented to the public.

- III. Public Comment:

Matt Pin indicated that he had not receive a survey in the mail and had requested one from the Village Clerk on two occasions, but still had not received one. Mr. Pin questioned if the surveys had been selectively sent out as he had heard several others had not received them either. The Commission indicated that the surveys had been mailed out using the addresses from the tax roll. The Village has addresses for property owners only, and does not have any information on renters, leasers, etc. Additional surveys were available at the Village hall, local branch of the library, and posted on the Village's website. Flyers were posted around town and on the Village's facebook account with this information. Mr. Pin was offered a survey, but refused. The Commission indicated that suggestions and public comments are welcomed at any time.

Doug Moulin indicated that he also that not received a survey in the mail.

It was noted that while both Mr. Pin and Mr. Moulin are business owners and tax payers within the Village, neither are residents of the Village.

- IV. Motion by Lerma, support by Roberts to adjourned meeting at 7:28 p.m. Motion carried with all yeas.

Minutes of the November 6, 2019
Otter Lake Planning Commission

I. Meeting called to order at 7:00 p.m. by chairman Woodworth.

Present: Ana Lerma Wayne Morey Jackie Roberts Brian Woodworth
Administrator Gill
Absent: Eric Mead

II. Minutes:

Minutes from the May 1, 2019 meeting were presented. Motion by Lerma, support by Roberts to accept the minutes as presented. Motion carried with all yeas.

Minutes from the September 10, 2019 public hearing were presented. Motion by Lerma, support by Roberts to accept the minutes as presented. Motion carried with all yeas.

III. Approval of Agenda: As presented

IV. Declaration of Conflict of Interest by Commissioners: None

V. Plan Reviews: None

VI. Old Business:

Revisions to the Land Use Master Plan are complete except for some formatting issues and correction of spelling errors. Revised Land Use Plan will be presented at the February 2020 meeting for approval.

VII. New Business:

Commissioner Morey gave a brief update on the downtown buildings renovation projects.

Chairman Woodward informed the commission that General Dollar has made inquiries into the possibility of locating within the Village. No formal requests have been received to date.

VIII. Public Comment: None

IX. Motion by Lerma, support by Roberts to adjourned meeting at 7:33 p.m. Motion carried with all yeas.