**City of Marine City**

**Planning Commission Meeting**

**April 12, 2021**

A regular meeting of the Marine City Planning Commission was held on Monday, April 12, 2021 by virtual telephone conference, and was called to order by Chairperson Moran at 7:00 pm.

The Pledge of Allegiance was led by Chairperson Moran.

**Present: Chairperson Joseph Moran; Commissioners Graham Allan, Benjamin Heath, Madelyn McCarthy, Keith Jenken; City Commissioner William Klaassen; City Manager Elaine Leven; Deputy Clerk Michele Goodrich**

**Absent: Commissioner William Beutell**

**Communications**

None.

**Approve Agenda**

Motion by Commissioner Allan, seconded by City Commissioner Klaassen, to approve the agenda. **Roll Call Vote.** Ayes: Jenken, Klaassen, McCarthy, Moran, Heath, Allan. Nays: None. Motion Carried.

**Public Comment**

None.

**Approve Minutes**

Motion by Commissioner McCarthy, seconded by Commissioner Jenken, to approve the November 9, 2020 meeting minutes. **Roll Call Vote.** Ayes: Klaassen, McCarthy, Moran, Heath, Allan, Jenken. Nays: None. Motion Carried.

**Unfinished Business**

None.

**New Business**

*Planning Commission Annual Report*

City Manager Leven advised the Board that the expiration terms for certain Board members were incorrect and that they would be corrected before the report was published.

Chairperson Moran questioned the site plan review addressed 504 S. Water; he believed it was for construction at 536 S. Water. He stated that 504 S. Water was the JGM office address however, the site plan was for the vacant parcel at 536 S. Water and 533 S. Market. City Manager Leven agreed that the 504 S. Water address was probably the applicant address. She stated that the inconsistencies regarding the parcel would be reviewed and corrected before the report was published.

Motion by Commissioner Allan, seconded by City Commissioner Klaassen, to approve and file with recommended amendments. **Roll Call Vote.** Ayes:McCarthy, Moran, Heath, Allan, Jenken, Klaassen. Nays: None. Motion Carried.

*Set Public Hearing Date for Master Plan*

City Manager Leven advised that there was no feedback from the County regarding the Master Plan and that they just wanted a copy of the report. City Manager Leven also advised the Board that she did not receive any feedback from the City Commission during the 63 day comment period. She stated that the next Planning Commission meeting was May 10, 2021.

Motion by Commissioner McCarthy, seconded by City Commissioner Klaassen, to set the Public Hearing date for the Master Plan for May 10, 2021. **Roll Call Vote.** Ayes:Moran, Heath, Allan, Jenken, Klaassen, McCarthy. Nays: None. Motion Carried.

**Adjournment**

Motion by City Commissioner Klaassen, seconded by Commissioner Allan, to adjourn at 7:17pm. **Roll Call Vote.** Ayes: Moran, Heath, Allan, Jenken, Klaassen, McCarthy. Nays: None. Motion Carried.

Respectfully submitted,

 Michele E. Goodrich

 Deputy Clerk

 Kristen Baxter

 City Clerk