**City of Marine City**

**Planning Commission Meeting**

**June 13, 2022**

A regular meeting of the Marine City Planning Commission was held on Monday, June 13, 2022 at 260 South Parker Street, and was called to order by Chairperson Moran at 6:00 pm.

The Pledge of Allegiance was led by Chairperson Moran.

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

**Absent: Commissioners William Beutell, Benjamin Heath**

**Communications**

None.

**Approve Agenda**

Motion by Commissioner Allan, seconded by Commissioner Klaassen, to approve the agenda. All Ayes. Motion Carried.

**Public Comment**

None.

**Approve Minutes**

Motion by Commissioner McCarthy, seconded by Commissioner Allan, to approve the May 09, 2022 meeting minutes. All Ayes.Motion Carried.

**Unfinished Business**

Vacant Storefronts

City Manager Tatman informed the Board that the Public Hearing and Adoption of the vacant storefront ordinance would be on the June 16, 2022 City Commission Agenda. She also advised that the City would be notifying affected property owners of the ordinance and that implementation date was set for November 1, 2022.

Master Plan Updates: Zoning Maps

Commissioner Klaassen questioned the difference between the R1A and R1B zoning. City Manager Tatman responded that she would contact Wade Trim to clarify what the difference between the designations were.

Chairperson Moran questioned why there was an asterisk at the gravel yard properties. City Manager Tatman advised that according to Wade Trim there were restrictions previously put on the property and that, by law, the City needed to identify parcels with special conditions. She stated that she would refer back to previous minutes to verify what the actual conditions were and to ensure the properties were in compliance with the restrictions.

Chairperson Moran stated that the properties on Degurse right off of the condo development were zoned multi-family however, he believed that single family homes were built. City Manager Tatman advised that she would look into the properties to verify compliance with the zoning.

Commissioner Allan questioned what the white gaps on the zoning maps were as they were not the true city limits. City Manager Tatman answered that she would verify with Wade Trim what they signified.

**New Business**

Preliminary Review of the Master Plan

The Board discussed the necessity of a complete review of the City’s Master Plan and Recreation Plan. City Manager Tatman advised that she would be pricing out different consultants in an effort to gage what a complete revision would cost. She stated that there were several available grants for the development of a quality Master Plan and that a well-designed Master Plan opened up more grant opportunities for the City.

Chairperson Moran instructed Commissioners Beutell, McCarthy and Moran to review Chapter 3 of the Master Plan and present any modifications at the next Planning Commission meeting. He tasked Commissioners Allan, Jenken and Beutell to review Chapters 4 and 5 and present any modifications at the next Planning Commission meeting.

Chairperson Moran advised that the Recreation Plan should be updated at the same time as the Master Plan and that the revisions to the Master and Recreation Plans would take several months.

Master Plan Request for Proposals

City Manager Tatman advised that she would develop a mock Request for Proposals for review at the next Planning Commission meeting.

**Open Discussion**

Commissioner McCarthy would like the Planning Commission to examine and discuss landscaping maintenance, specifically for commercial properties, at the next Planning Commission meeting.

**Adjournment**

Motion by Commissioner Allan, seconded by Commissioner Klaassen, to adjourn at 6:38 pm. All Ayes. Motion Carried.

Respectfully submitted,

 Michele E. Goodrich

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 Deputy Clerk

 Shannon Adams

 City Clerk