

**Village of Lexington
Planning Commission
7227 Huron Avenue, Lexington MI
Regular Meeting
Monday, February 4, 2019**

Call to Order: Mike Ziegler

Roll Call: Beth Grohman

Members: Ziegler Stencel McCombs Reinhard Macksey
 Kaatz Picot Morris Huepenbecker

Approval of Agenda:

Approval of Minutes: January 7, 2018 Regular Meeting **Pages 1-2**

Public Comment: (3 minute limit)

Zoning Administrator's Report – No report available

Old Business

None

New Business Pages 3-6

Review materials to get ready to work with the Smith Group and our community to develop our Community Master Plan and become a Redevelopment Ready Community. Determine steps we can take immediately to become better prepared.

Public Comment: (3 minute limit)

Adjournment:

Note: Approved meeting schedule is attached.

VILLAGE OF LEXINGTON
Public Hearing and Planning Commission Regular Meeting
Monday, January 7, 2019
7 p.m.

Public Hearing Called to Order: 7:03 p.m. by Chairperson Mike Ziegler

Purpose of the Public Hearing – To hear comments on Short Term Rental Ordinance Section 5.25.1 Clarification of distance between short term rentals and Section 5.25.2.2 to delete cost of fees from the ordinance.

Public Comment – None Offered

Close Public Hearing – Chairperson Mike Ziegler closed the Public Hearing at 7:04 p.m.

Regular Meeting Called to Order at 7:05 p.m.

Roll Call by Beth Grohman, Clerk

Present- Reinhard, Morris, Stencel, Macksey, Picot, Ziegler

Absent – McCombs, Huepenbecker, Kaatz

Others Present –Beth Grohman, Holly Tatman, Jackie Huepenbecker (electronically)

Approval of Agenda: Motion by Macksey, seconded by Stencel, to approve the agenda as presented.

All Ayes

Motion carried

Approval of Minutes – Motion by Picot, seconded by Stencel, to approve the minutes of December 3, 2018 as presented.

All Ayes

Motion carried

Motion by Morris, seconded by Macksey, to approve the minutes of December 17, 2018 as presented.

All Ayes

Motion carried

Public Comment – None

Zoning Administrator Report –Two permits issued, one sign and one addition.

Discussion on 7282 Wayne Street condemnation. Unable to locate owner. Tatman to follow up with Village Attorney.

Motion by Morris, seconded by Reinhard to accept the Zoning Administrator report as presented.

All Ayes

Motion carried

Old Business:

1. **Short Term Rental Ordinance Amendments-** Motion by Macksey, seconded by Picot, to recommend to Council the amendments to Short Term Rentals Ordinance 5.25.1 and 5.25.2.2 as presented.

Discussion – revisit 300 ft rule, grandfathering existing STRs within a year.

Roll call

Ayes- Macksey, Picot, Stencel, Reinhard, Morris, Ziegler
Nays- None
Motion carried

2. **Changeable Signs Ordinance** – Motion by Reinhard, seconded by Macksey to recommend to Council approval of language to Section 8.4 and 8.11 to regulate changeable signs as presented.

Discussion

Roll Call

Ayes- Reinhard, Macksey, Stencel, Picot, Morris, Ziegler

Nays- None

Motion carried

3. **Update on Community Master Plan** – Tatman gave a brief report on the Master Plan process.

New Business:

1. **Elections of Officers**

Chairperson – Reinhard and Macksey nominated Mike Ziegler- Nominations closed
Vice Chairperson – Ziegler and Macksey nominated Mary Reinhard. Nominations closed

Secretary – Reinard and Morris nominated Jackie Huepenbecker. Nominations closed

Motion by Morris, seconded by Macksey to accept all nominations as presented.

All Ayes

Motion carried

2. **Set Meeting Schedule** – Motion by Picot, seconded by Morris, to accept the meeting schedule as amended with September Meeting on Tuesday, September 3, 2019.

All Ayes

Motion carried

4. **Presentation of PC Annual Report to Council** – Review of the changes. Board thanked Huepenbecker for all the work on the report. Report will be represented to Council for approval.

Public Comment –

Ed Jarosz – Commented on the sign ordinance and short term rentals.

Steve Stencel asked Tatman for an update on the sewer going north. Tatman responded.

Adjournment - Motion by Picot, seconded by Morris, to adjourn at 7:55 p.m.

All Ayes

Motion Carried

Beth Grohman
Village Clerk

At their interview, the Smith Group asked us these questions. Please answer at least three of them (your choice) on this sheet and bring it with you to our meeting on February 4, 2019.

Every Good Plan Starts With a Great Strategy

A successful community master plan will help us...

What would you preserve about our community?

What are our primary downtown assets?

What is one of the biggest challenges we might face during the process?

What activity or experience opportunity is missing from the waterfront?

When you talk to visitors or prospective business owners what words do you use to describe Lexington?

**Planning Commission
Regular Meeting Schedule for 2019**

Monday January 7, 2019

Monday February 4, 2019

Monday March 4, 2019

Monday April 1, 2019

Monday May 6, 2019

Monday June 3, 2019

Monday July 1, 2019

Monday August 5, 2019

Tuesday September 3, 2019 (Labor Day is Sept. 2)

Monday October 7, 2019

Monday November 4, 2019

Monday December 2, 2019

These documents posted on our website specifically relate to planning:

Municipal Services - Zoning

Zoning Ordinance – June 2018 (The August 2018 revision is not posted. Pending Council approval of the STR clarification and Changeable Sign Ordinance, there will be a new one this month.)

Forms for:

Land Use Permit (Residential) (Commercial) (Mobile Home Park)

Lot Split

Conditional Land Use

Site Plan Review

Variance

Village Info – Planning

Master Plan

Implementation Guide is listed, but there is no link.

Members (listed as personnel)

Minutes 2014 through 2018

Notice that meetings are held the first Monday of every month in the Village Hall.

Village Info – Ordinances

Zoning Ordinances effective March 2017

Home Page (near the bottom)

Notice that “Registration of Short Term Rentals in Residential Districts is required by July 31, 2018.”

Links for:

Information

Application and good neighbor guide

Application for new Short Term Rentals

Information for new Short Term Rentals

Please bring your copy of the RRC Baseline Report (September 2018 – 21 pages) to use at the meeting. We will divide into two groups for an activity on this.

RRC Best Practices (Table of Contents for Findings)

One: Community plans and public outreach

1.1 The Plans 6

1.2 Public Participation 8

Two: Zoning Regulations

2.1 Zoning Regulations. 9

Three: Development Review Process

3.1 Development review policy and procedures . 11

3.2 Guide to Development 13

Four: Recruitment and Education

4.1 Recruitment and Orientation 14

4.2 Education and Training 15

Five: Redevelopment Ready Sites

5.1 Redevelopment Ready Sites 17

Six: Community Prosperity

6.1 Economic Development Strategy 18

6.2 Marketing and promotion. 19