

**Village of Lexington
Planning Commission Regular Meeting
Village Theater, 7318 Huron Avenue, Lexington, MI
October 5, 2020
7 PM**

Call to Order Regular Meeting: Mike Ziegler

Roll Call: Beth Grohman

Members: Ziegler Stencel McCombs Macksey
 Kaatz Morris Fulton Huepenbecker

Approval of Agenda:

Approval of Minutes: Minutes of September 14, 2020

Pages 1-2

Public Comment: (3 minute limit)

Zoning Administrator's Report

Pages 3-4

Old Business

1. Motion to approve and recommend updated Master Plan to Council **Pages 5-6**

(The list of revisions is included; the Master Plan and Appendix- Public Input are posted on the Village website)

New Business

1. Review short term rental renewal form for 2020 only **Pages 7-9**

Public Comment: (3 minute limit)

Adjournment

NOTE: *Many thanks to the staff at the Lexington Village Theater for making it available for the Planning Commission meeting.*

VILLAGE OF LEXINGTON
Planning Commission Public Hearing and Regular Meeting
Tierney Park 7410 Simons Lexington, MI
Monday, September 14, 2020
7 p.m.

Public Hearing Called to Order: 7:01 p.m. by Chairperson Mike Ziegler
Purpose of the Public Hearing – To hear comments on the proposed Master Plan.
The proposed Plan includes new development-focused chapters and revised implantation plant to replace the previously adopted 2015 Village Master Plan. The Master Plan provides guidance to the Planning Commission and Village Council in making future decisions related to planning and zoning matters.
Public Comment

Sara Grout – Rzepka Family Trust and Paul Halterman Attorney – Commented in opposition the Master Plan. Also commented on the FOIA request.
Public Hearing closed at 7:05 p.m.

Regular Meeting called to order at 7:05 p.m. by Chairperson Mike Ziegler
Roll Call by Beth Grohman, Clerk
Present- Macksey, McCombs, Huepenbecker, Morris, Kaatz, Stencel, Ziegler
Absent –None
Others Present –Holly Tatman, Jeff Kern and 21 citizens

Approval of Agenda: Motion by Macksey, seconded by Morris, to approve the agenda as presented.
All ayes
Motion carried

Approval of Minutes – Motion by Huepenbecker, seconded by Macksey, to approve the minutes of August 10, 2020 as presented.
All ayes
Motion carried

Public Comment – None offered

Zoning Administrator Report – Kern recommended having complaints in writing to have something more solid than a verbal complaint. A property maintenance code will be addressed. Kaatz suggested complaints and land use permits be in a data base to be searchable. Kern stated his process for handling a complaint is a personal visit, next a letter, next letter and fine, final step would be court. Motion by Macksey, seconded by McCombs, to accept the Zoning Administrator Report as presented.
All ayes
Motion carried

Old Business:

1. **Discuss/Revise the Updated Master Plan and determine whether further review is needed or it is it ready to be recommended to Council.** Huepenbecker went over the revisions that were made. Motion by Huepenbecker, seconded by Morris to recommend to Council with revisions.

Discussion

Huepenbecker amends motion to recommend revisions to the Smith Group and then consider recommendation to Council, Morris supported the amendment.

Discussion

Roll Call

Ayes- Huepenbecker, Morris, Macksey, McCombs, Kaatz, Ziegler

Nays- Stencil

Motion carried

New Business: None

Public Comment –

Kathleen Parraghi – 5203 Main - Commented on policy handling zoning complaints.

Adjournment - Motion by Kaatz, seconded by Picot, to adjourn at 8:38 p.m.

All Ayes

Motion Carried

Beth Grohman

Village Clerk

Violation/Complaint	Address of Violation/Complaint	Name of Violator	Date Received	Date Handled	Person who complained	Notes
1 Dangerous Trees and Long Grass	South of 7009 Greenbush Ln	SOUTHERS KEVIN G/LISA A	9/17/2020	9/17/2020	Jeff Dunsford	1st attempt - I met with Mrs. Dunfor me the Issues I contacted the proper phone. Lisa said she would have her Vandergraff call me
2 Blight	5321 Main ST	David Conley	9/30/2020			Will make phone call to owner
3 Blight	5160 Main St	L and G Holman LLC	9/30/2020			Will make phone

Date in Lexington	Duration	Issues found	Notes
9/16/2020	30 minutes	7288 Hubbard St	Spoke with Tom the seller
9/17/2020	15 minutes	No Issues	Spoke with Michelle about Political Signs and new Ordinance
9/17/2020	10 Minutes	7288 Hubbard St	Spoke with Tom Urita the Purchaser
9/17/2020	30 Minutes	7009 Greenbush	Sending Letter
9/21/2020	1 Hour		Drove Village
9/23/2020	1 Hour		
9/30/2020	1 Hour	5321 Main St	Met with Holly and Drove North Side of village
9/30/2020	1 Hour	5160 Main ST	Will Send Letters

Revisions to DRAFT Master Plan (per Planning Commission 9-14-2020) made by Kathleen Duffy (9/18/2020)
The Revised DRAFT Master Plan and Appendix (Public Involvement) are posted on the Village Website

Section	Page Location	Concern	Revision	Action
Introduction Community Summary	12 last para	Ethan Allen fought in the Revolutionary War, but not in the Battle of Lexington	Replace with: The village was renamed Lexington around 1845, reportedly in honor of Patriots fighting in Lexington, Massachusetts.	done
Future Land Use Map	26	The property on the the south side of Peck Rd. is zoned corridor mixed use. Many comments against; Commission voted for change in zoning ordinance	Zone it Agritourism	done
Land Use & Development Mixed Use	29 Top left	Side by Side Mixed Use photo shows a box business	Replace with a photo that shows more compatible architecture, such as a building that looks like a home that's repurposed	done
Parking	41 Right	No mention of parking for golf carts, and number of them is increasing	Provide for adequate parking for golf carts	done
Downtown/Waterfront Placemaking	52 Top left	Photo: Public Square precedent, Warren City Center	Replace with a photo of town center that includes permeable pavers and bioswales	done
Public Engagement	56 1st par	beach stands, concessions/food trucks should not be at North Shores; that is our neighborhood	delete beach stands, concessions/food trucks	done
Public Engagement	56 2nd par	improvement plan for North Shores waterfront was planned, but not presented or discussed.	delete "and an improvement plan for North Shore" change "were" to "was"	deleted, but " three alternative plans were" (plural is why were should be used, not was)
Implementation	100 55	55 Progress meetings need to be held more often	Change "annually" to "quarterly"	changed it to be review quarterly but send the annual report to council annually
Implementation	100 57	57 Critical need for documented policy for internal review	Change timing from short-term to immediate	done
Implementation	100 new S	Need a committee to steer implementation.	Village President/Council to establish a committee comprised of representatives from each committee within the Village. It should be structured to assign tasks and responsibilities to individuals and have the ability to remove individuals as needed to assure accountability for completion of those tasks in a timely manner.	done

APPENDIX	Page Location	Concern	Revision	Action
Economic Development Stakeholder Meeting March 28, 2019	A-1	Clarifications needed for Names/Roles	James Van Dyke- Roxbury Group Callen Fox VanHemert- Roxbury Group Joe O'Mara- Sanilac County Commissioner Holly Tatman- Village Manager Dave Picot- Village Council, PC Kristin Kaatz- Village President Carl Osentoski- Sanilac County Economic Dev. Jerry Johnson- MSU Extension - Thumb Region Will Morris- PC, Sanilac County Mental Health Exec. Dir. David DeRita- Roxbury Group Steve and Peggy Stencil- PC, DDA, A&W, Creamery Mark Edmonson- P&R chair, Business in Worth Twp; DTE Dan Gilbertson- Cros-Lex Schools Superintendent	done
Visioning - Open House March 28, 2019	A-6	# of participants not mentioned	Add at least 54 residents attended	done
Downtown & Waterfront May 20, 2019		# of participants not mentioned	Add at least 37 residents attended	done
Downtown Business Economic Dev July 17, 2019	A-16	# of participants not mentioned	Add at least 58 residents attended	done
Downtown & Waterfront July 30, 2019	A-18	# of participants not mentioned Do not believe plan for waterfront at North Shores was discussed.	Add at least 37 residents attended Delete the information regarding the Waterfront at the North Shores	deleted the concessions comment. We took these notes, so it was discussed.

**Renewal of Registration of Short Term Rental Dwelling for 2020
Village of Lexington**

7227 Huron Ave Suite 100, Lexington Michigan

For information call: 810-359-8631

No renewal registration fee if renewed between November 1 and November 30, 2020

Due to COVID, no requirement to have rented the unit within the last 18 months

(Please complete one application for each rental unit.)

Short Term Rental Dwelling Unit Address: _____

Property Owner: _____

Owner's Address: _____

Owner's Phone(s): _____ Owner's E-mail: _____

Secondary Contact : _____

Secondary Contact's phone (s) : _____

Number of bedrooms: _____

Requirement to have the dwelling unit occupied as a short term rental (a period of less than 30 days) at least three (3) times during the last eighteen (18) months waived for this renewal ONLY.

If the dwelling fails to be used as a short term rental for more than eighteen (18) months the registration will not be considered a renewal. The owner may reapply, but if another dwelling is on the waiting list, their registration will be considered.

Maximum number of occupants permitted: _____

Length of typical rental period per reservation: _____ days.

Number of off-street parking spaces available on site: _____

A designated 'agent' is required if the above identified owner does not reside within 100 miles of the village limits. The agent is required to live or work within 30 miles of the village.

Agent's Name (If other than owner): _____

Agent's Phone Number (s): _____

Agent's Address: _____

Agent's E-mail: _____

AFFIDAVIT

The signer(s) of this form does hereby state, warrant, certify and affirm the following:

- 1) All of the information on the attached registration form is true.
- 2) Each dwelling unit will have an operating smoke detector in each bedroom and an operating carbon monoxide detector on each floor. These appliances will be maintained every ninety (90) days at a minimum.
- 3) Contact information will be posted in at least two prominent locations in the dwelling and will include:
 - Street address of dwelling
 - Owner's name and phone number(s) and
 - Secondary contact' name and phone number(s)
- 4) A copy of the village's *Good Neighbor* materials will be provided to the renters each time the dwelling unit is rented.
- 5) This registration form is accurate and complete.

OWNER'S SIGNATURE: _____ **DATE:** _____

By signing above, the owner/agent of the dwelling unit certifies that the above statements are true. Statements found to be falsified on this application and affidavit will be grounds to revoke the rental permit.

NOTICE: The issuance of a permit for a short term residential rental dwelling shall in no way impact the zoning of the subject property and shall not prevent the Village from enforcing Zoning Ordinance regulations and limitations on said property, or any other applicable code of the Village.

Office Use Only	
Conditions (if any): _____	

This residential unit is renewed for a short-term rental for one year.	
_____	_____
Village Official	Date

Village of Lexington Good Neighbor Guide

A Guide for Renters

Updated August 2018

Welcome to the Village of Lexington. We hope you enjoy our beautiful community. Please remember the short term rental home where you are staying is within a residential neighborhood. Not everyone in the neighborhood is on vacation, and some are required to rise early in the morning.

To ensure our residents' quiet and peaceful enjoyment of their neighborhood, we have established a "Good Neighbor Guide." Please respect our residents and our village by following these guidelines.

Failure to comply may result in neighborhood property owners notifying local law enforcement. This may result in a fine for the renter.

Beach Use

The Village of Lexington has public beaches for all to enjoy. There are also many privately owned beaches. While walking along the water is permissible in all areas, please limit your swimming activities, umbrella or blanket to the public areas only.

Events & Occupancy

Large events such as family reunions and weddings can have a negative impact on residential neighborhoods due to parking and noise. Please check your vacation home's policies regarding events and day guests.

Parking

In some areas street parking is limited. Use your vacation home's off street parking whenever possible. If street parking is available, please engage in good neighbor practices by parking in front of your vacation home, being mindful not to block sidewalks, mailboxes, or driveways.

Between the hours of 3:00 AM and 6:00 AM there is no parking on paved streets, highways or Village owned and/or operated parking lots within the Village limits. Ask your property owner/manager about alternative overnight parking lots that are available to help relieve parking congestion.

Noise

Be considerate and respect your neighbor's right to the quiet enjoyment of their home and property especially after 11 p.m. Some residents may have to work in the morning and would appreciate a good night's sleep. In addition the Village Code of Ordinance Chapter 34.33 prohibits noise nuisance between 11:00 PM and 6:00 PM. Noise violations may result in a fine.

Garbage Pick-up

Garbage shall not be left in public view except in proper containers. Monday is the regularly scheduled garbage day for the Village of Lexington. Please put your garbage out no sooner than Sunday (preferably in the evening). Emptied garbage bins should be returned to their storage location as soon as possible after pick up on Monday and shall not remain at the curb overnight.

Pets

All pets are required to be on leashes whenever they are in un-enclosed areas or on public streets. When walking your dog, you are required to pick up and dispose of their waste. Please do not allow your pets to trespass on neighboring property. Pets should not be allowed to make loud and frequent noise that will disturb the peace and quiet of the neighborhood. Please note that pets are not allowed on public beaches.

Village of Lexington Contact Information:

Emergency or Urgent Care – 911

Emergency – 911

Police (non-emergency)

810-648-2000 (Central Dispatch)

810-359-8242 (Lexington Police)

Village of Lexington – 810-359-8631

Website: www.villageoflexington.com

The address where you are staying is

Other contact information including our name and phone number and a secondary name and phone number is posted in two prominent places.