

**Village of Lexington
Planning Commission Regular Meeting
Village Hall, 7227 Huron Ave., Lexington, MI 48450
September 13, 2021
7 PM**

CALL TO ORDER REGULAR MEETING: Mike Ziegler

ROLL CALL: Vicki Donnan

Members: Ziegler Stencil McCombs Fulton Kaatz
Picot Macksey Morris Huepenbecker

APPROVAL OF AGENDA:

APPROVAL OF MINUTES: Minutes of Regular Meeting August 2, 2021 Page 1-2

PUBLIC COMMENT: (3-minute limit)

ZONING ADMINISTRATOR'S REPORT Pages 3

OLD BUSINESS

1. UPDATE ON MASTER PLAN IMPLEMENTATION

Steering Committee is meeting on Thursday 9/9/2021

2. REVIEW BYLAWS Pages 4-5

NEW BUSINESS

1. Concept Review - Lexington Superstand Pages 6-7
David Klawitter (Mir Foods LLC), owner

2. Concept Presentation – Frasier Building Redevelopment
Gus Llerenas (owner) and Chris Westerlund (TDG Architects)
(PowerPoint Presentation)

PUBLIC COMMENT: (3-minute limit)

ADJOURNMENT

VILLAGE OF LEXINGTON
Planning Commission Regular Meeting
Village Hall
7227 Huron Avenue, Lexington, Michigan
August 2, 2021
7 p.m.

Regular Meeting called to order at 7:00 p.m. by Chairperson Mike Ziegler
Roll Call by Beth Grohman, Clerk
Present- Macksey, Fulton, Picot, Stencel, Morris, Ziegler, Huepenbecker
Absent – Kaatz, McCombs
Others Present –Holly Tatman, Vicki Scott, Peter Muoio, and 13 citizens

Approval of Agenda:

Motion by Macksey, seconded by Picot, to approve the agenda as amended to put New Business #1 before Old Business

All ayes

Motion carried

Approval of Minutes –

Motion by Picot, seconded by Fulton, to approve the minutes of July 7, 2021, as corrected.

All ayes

Motion carried

Public Comment –

Dina Wurlinger – Park Street – Questions regarding the sign issue and how to get information.

Lucrecia Ferriby- 5401 William Drive – Comments regarding the living quarters at Gielow's warehouse, concerns from residents on William Drive, Union, and Denissen Street regarding the truck traffic.

Mike Keller – 5390 William Drive – Comments that the grass on the property behind his home has only been mowed twice and he has brought concern to the Village and also comment on the low water pressure.

Peter Muoio - Comments that all signage on M25 should be treated the same. Need stricter enforcement on the noise ordinance.

Kaatz entered the meeting at 7:07

Zoning Administrator Report –

Motion by Huepenbecker, seconded by Fulton, to accept the Zoning Administrator report as presented.

Discussion – Morris suggested that since the zoning administrator that members may have questions about the report at the next meeting.

Amendment by Huepenbecker, supported by Fulton, that members can ask the zoning administrator questions about the report at the next meeting.

All ayes

Motion carried

New Business:

1. Concept Review Cabin Style Bar/Restaurant - Sarah Hurren – Presentation on the proposed Cabin Style Bar/Restaurant at the north end. Picot pointed out several items in the zoning ordinance that will need to be addressed including Special Land Use permit, site plan 4.9, 5.6.3 Building Standards, exterior materials, 6.3 Landscaping plan, and signage, specifications, parking, paving materials. Fifteen copies should be presented to the planning commission when they are ready to move forward.

Old Business:

1. Update on Master Plan Implementation – Discussion on selecting an implementation committee, Morris suggested it should be members from committees such as ZBA, DDA, Planning, Parks and Recreation, and a member from Council. Motion by Morris, seconded Ziegler, to create an implementation committee comprised of chairs from committees and members of council and the purpose of this committee would be meeting to improve communication between the different communities as well moving the Village forward on projects, like RRC and others that may come up as time progresses.

All ayes

Motion carried

Motion by Huepenbecker, seconded by Morris to approve the report of the Steering Committee as presented.

All ayes

Motion carried

2. Review of Bylaws – Discussion on the changes recommended at the last meeting, a \$200 fee for Special Meeting requested by citizens, and recommendation of a minimum of four hours of training by members per year. New draft to be presented next month.

Public Comment

Lucrecia Ferriby – Asks if the Gielow issue would come before the Planning Commission?

Fulton responded – Conditions were placed by Zoning Administrator.

Douglas Roehl 5410 William– Asked what happened and if the process was proper. What were the conditions?

Lisa Carnes 5388 Union – Questions if the living situation is just for this year.

Tatman responded- Conditions were added and workers are expected to move out by October 31.

Adjournment - Motion by Ziegler, seconded by Fulton, to adjourn at 8:19 p.m.

All Ayes

Motion Carried

Beth Grohman

Village Clerk



ZONING ADMINISTRATOR REPORT

August 2021

Please find outlined below the activities of the Zoning Office for the Village of Lexington:

A) Land Use Permits (issued/denied);

1) Residential – (11) including shed, concrete patios (2), fences (3), driveway, demolition/new house, decks (2), porch and house relocation!

2) Commercial – (3) including antenna, concrete steps and signage (denied)!

3) MHP – (3) including driveway and two new homes!

B) Complaints/Blight:

1) Completed – 5

2) Progress – 12

3) New – 4

C) Other:

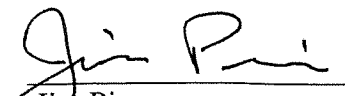
Handled numerous phone calls and meetings addressing various inquiries with particular note of the following:

1) Assisted two parties submitting Variance requests to the Zoning Board of Appeals including larger than permitted signage for 3 North Vines in the CBD, and slightly smaller setbacks for a new home on Washington Street than what is permitted by Ordinance. Public hearings on said requests have been scheduled for October 5th at 7:00 p.m.;

2) Continue to assist the owners of The Cabin bar/restaurant project with their various implementation challenges and issues; and

3) Working with Jeff's Market/Martin Concrete and the Public Works Department and abutting property owners on a request to address the drainage and paving problems in the alley east and south of the market.

I hope this report is informative. If you should have any questions or would like additional information, please do not hesitate to contact me at any time via cell or office phone, or email. Thank you very much.


Jim Pierce
Zoning Administrator

Planning Commission By-Law Review – September 13, 2021

Dave Picot asked me to include this suggestion:

P. 2 Article 2

- D. 2 The Chairman shall appoint a Training Officer at the first regularly scheduled meeting of the Planning Commission each calendar year and assign a budget for this purpose. The Training officer shall serve a one-year term to:
- a. Develop and administer programs, activities, and materials that expand the knowledge base of current commission members on planning and zoning.
 - b. Inform potential new commission candidates of skill sets and backgrounds that are especially compatible and helpful to planning and zoning service.
 - c. Provide relevant community documents to new members and assign a current commissioner as a mentor for successful orientation.
 - d. Document commissioner training and inform the secretary for inclusion in the annual report to Council.
 - e. Attend the annual conference of the Michigan Association of Planners to learn about ideas, practices, and issues relevant to Lexington land use and share the information with the Commission. A maximum of one-half of the assigned annual training budget is available to pay for registration, travel, lodging, and meals associated with attendance.

P. 2 Article 2 *Note: This is actual practice.*

- C. Attendance After "Commission," add (other than ex-officio members)
(Discussed July 7, 2021)
- D. Training. Each member shall have attended at least ~~one training course per three (3) year term of office~~ four (4) hours of training in planning and zoning each year during the member's current term of office. ~~if so provided in the ordinance creating the Commission,~~ Other than ex-officio members, failure to meet the training requirements shall result in the member not being reappointed to the Commission. Training shall be provided by one or more of the following organizations: Michigan Association of Planning, Michigan State University Extension, Michigan Townships Association, Michigan Municipal League, continuing education programs of Michigan State University, University of Michigan, Northern Michigan University, Central Michigan University, or Wayne State University, MEDC, a County Planning Commission or similar organization.
(Discussed August 2, 2021)

P. 5 Article 4 *Note: This fixes a typing error.*

- E. 6 Change Section 5 "K" to 5 "L"
(Discussed July 7, 2021)

P. 6 Article 5

B. Special Meetings: Special meetings shall be called in the following manner:

3. By the Chair at the request of any non-member of the Commission, upon payment of a non-refundable fee **of \$200.** ~~to cover costs of the special meeting. The fee shall be calculated as follows: The current amount of per diem paid per meeting times the total number on the Commission, regardless if they attend the meeting or not, plus the sum of travel reimbursement of each member, regardless if they each attend the meeting or not, plus other planning costs which are applicable to the request (e.g. public hearing notice costs, planning and/or engineering consultant reports, etc.).~~
(Discussed August 2, 2021)

P. 7 Article 5

Note: This is more in line with the Council bylaws.

N. Placement of Items on the agenda

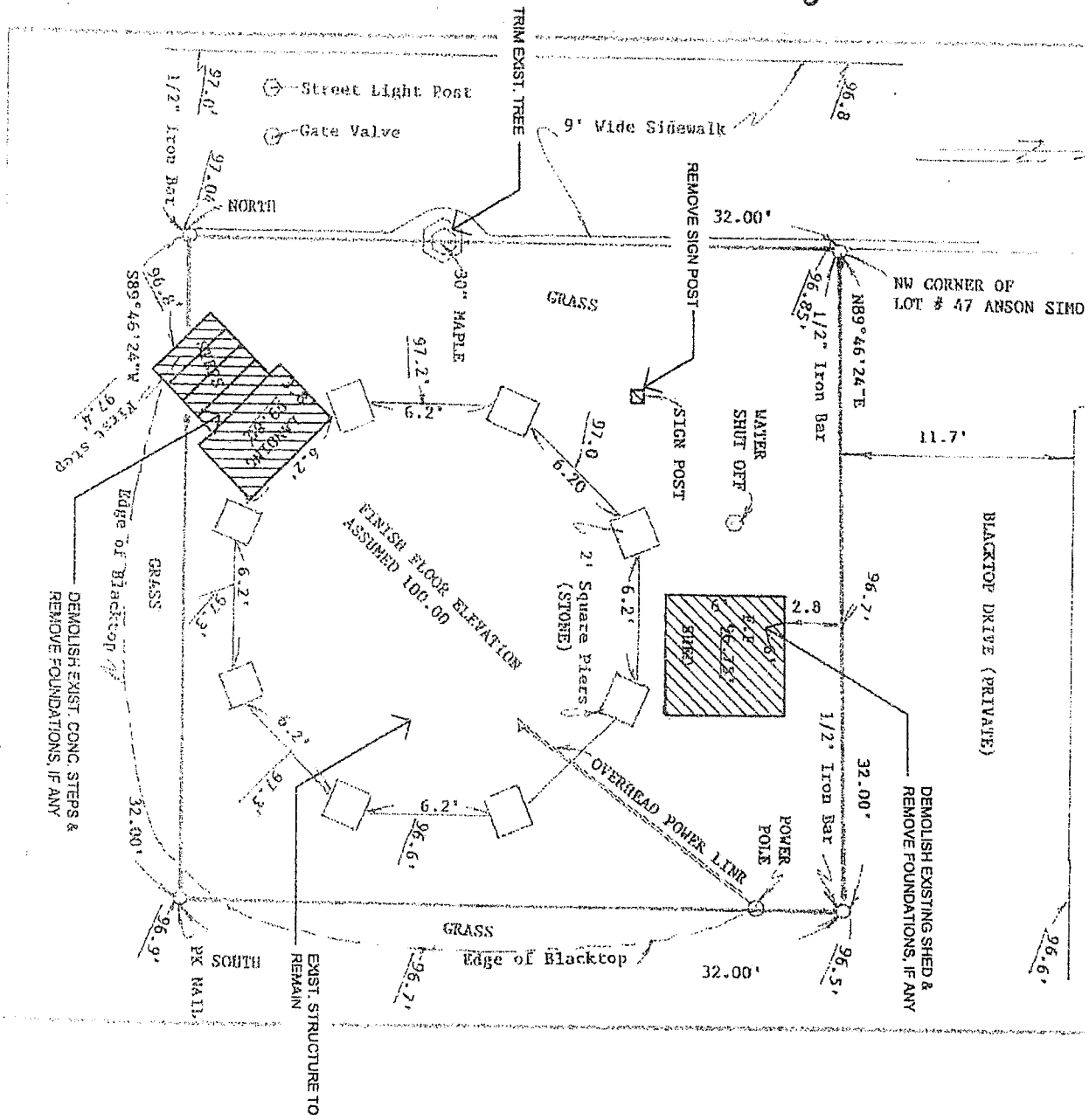
Replace all language with:

1. **An agenda for each regular Commission meeting shall be prepared by the Commission Secretary/Village Manager with the Chairperson approving it for distribution.**
2. **Items to be reviewed by the Commission must be submitted to the Commission chairperson, Commission secretary, or Village clerk by 4 PM on the Tuesday before the scheduled Commission meeting. The item to be reviewed must r be accompanied by adequate information to enable the Commission to give it appropriate study. The item and accompanying material will then be reviewed and approved or rejected by the Commission Chairperson based on the information provided.**
3. **Any Commission member has the right to add items to the Commission agenda before it is distributed.**
4. **No item may be added to the Commission agenda after its distribution without a majority vote approval by Commission members present.**
(Discussed July 7, 2021)

P. 8 Article 6

- C. **These Bylaws may be amended at any regular or special meeting by a two-thirds (2/3) vote of the members present, provided notice of the proposed change was made at a previous meeting.**
(Discussed August 2, 2021)

Superstand
Existing gazebo
Building



2 EXISTING CONDITIONS /
SITE DEMO
SCALE 3/16" = 1'-0"
0 1 2 4 6 8 10'



Superstand
Proposed Plan

PRIVATE DRIVE
(ASPHALT)

1 PROPOSED SITE PLAN
SCALE: 3/16" = 1'-0"
0 1 2 3 4 5 6 7 8 9 10

