

**Village of Lexington
Planning Commission Regular Meeting
Village Hall, 7227 Huron Ave., Lexington, MI 48450
Monday, May 6, 2024
7 PM**

CALL TO ORDER REGULAR MEETING: Mike Ziegler

ROLL CALL: Vicki Scott

Members: Ziegler Stencil Roehl Kaatz
 Regan Morris Huepenbecker

APPROVAL OF AGENDA:

APPROVAL OF MINUTES:

Pages 1-2

Motion to approve the minutes of the Regular Meeting of April 8, 2024

PUBLIC COMMENT: (3-minute limit)

ZONING ADMINISTRATOR'S REPORT

Page 3

OLD BUSINESS

1. RRC Update

NEW BUSINESS

Page 4-6

1. **Recommended 2024-25 Budget** – Tim Regan/Jackie Huepenbecker
Motion to recommend 2024-2025 Budget to Council

PUBLIC COMMENT: (3-minute limit)

ADJOURNMENT

Note: The Harbor Redevelopment Plan will be considered by the DDA at their meeting on Wednesday, May 8 at 5:30 PM in the Village Conference Room. You can find out more about it on the Village website: <https://villageoflexington.com/news/lexington-harbor-redevelopment-town-hall/>

VILLAGE OF LEXINGTON
Planning Commission Regular Meeting
Village Hall
7227 Huron Avenue, Lexington, MI
April 8, 2024 4:30 p.m.

Regular Meeting called to order at 4:30 p.m. by Chairman Ziegler

Roll Call: Vicki Scott, Clerk

Present: Ziegler, Regan, Morris, Roehl, Kaatz, (Stencel @ 5:31 p.m.)

Absent: Huepenbecker

Others Present: L. Fisher, D. Klaas, L. Adams, Greg Brown, D. Gielow, Lisa Disser
Jerry Bartow

Approval of Agenda:

Motion by Morris, seconded by Regan, to approve the agenda as presented.

All ayes

Motion carried

Approval of Minutes:

Motion by Roehl, seconded by Morris, to approve the minutes of the Regular Meeting of February 12, 2024, as presented.

All ayes

Motion carried

Public Comment:

- Greg Brown – commented on making sure we have the proper screening between the Gielow property and Brown property before moving forward. We need the proper screening between a residential parcel and commercial parcel per the ordinance.

Zoning Administrator's Report:

D. Klaas explained the zoning administrator's report and answered questions.

Motion by Kaatz, seconded by Morris, to approve the zoning administrator's report as presented.

All ayes

Motion carried

Old Business:

1. Consider approval of the Gielow Expansion Project –

Motion by Roehl, seconded by Morris, to consider approval of the Gielow Expansion Project.

Discussion: Regan asked how we plan to rectify the screening issue between the Gielow property and Brown's property. Klaas stated he spoke to Doug Gielow about this during the plan development. Klaas stated we will need more than a juniper or arborvitae tree with a berm as Doug originally thought they would provide. The ordinance allows the Planning Commission to ask for more than this, especially between a commercial property and a residential property. This is something that can be added to the conditions for the final site approval.

Chris Townley's recommendation is approval upon the drawings that are submitted in the plan. Townley does not have a recommendation for the screening. Adam Young recommended bringing it to planning for a recommendation on the appropriate screening.

Lengthy discussion followed on the elevation difference between the properties and what would be the proper screening with a berm to accommodate for sound and light. Fisher

stated the motion should include language with a berm with staggered trees. Lengthy discussion followed.

**** Steve Stencil arrived at 5:31 p.m.****

Amended Motion by Roehl, seconded by Morris, to approve the Gielow site plan, built per the drawing dated January 23, 2024, with a berm at the same elevation at the highest point of the adjacent residential property with at least a double row of evergreen trees offset at 10 feet on center. The barrier must remain at least at 80% opacity. The initial plantings will be 8-10' feet in height. A future sidewalk, if the Village proceeds with adding pathways on the west side of M-25, will be added to the site at such time the sidewalk project is done and would be consistent with the material used.

Kaatz calls the question.

Ayes – Roehl, Morris, Kaatz, Stencil, Regan, Ziegler

Nays – None

Roll Call on Amended Motion:

Ayes – Roehl, Morris, Kaatz, Stencil, Regan, Ziegler

Nays – None

Motion carried

2. RRC Update –

Fisher explained we have 2 open items on the RRC list. The first one is the joint meeting between Planning, Council, and DDA. The second item is the training strategy. Discussion followed.

New Business:

1. Discuss possible parking lot on Washington/Boynton –

Fisher explained this needs to run through Planning before going to Council. We have investigated resurfacing this lot with moving the boulders over and straightening out the parking lot. If we go this route the cost would be under \$25,000 for material and fill to resurface the lot. If this were a commercial business, there may be other requirements to follow. She is looking for guidance from the Planning Commission for moving forward if they wish to see drawings. This would be a public parking lot.

Discussion followed on materials, drainage, bio swales, and the electrical transformer. Board members agree to make it standard practice and not view Village projects differently than we do community projects and require a site plan first as others are required to do.

Public Comment –

- Larry Adams (7311 Lake St.) - commented on conducting a well-run meeting.

Adjournment - Motion by Regan, seconded by Roehl, to adjourn at 5:58 p.m.

Respectfully submitted,
Vicki Scott

Zoning Administrator Report

Village of Lexington

May 2, 2024

Greg Brown Project Update:

Final Site Plan documents (Master Bylaws & Master Deed, PUD Agreement) have been signed and submitted to Sanilac County Building Inspector

Land Use Permits

April

Permit #

24-011 7135 Lake St. Residential (Fence)
24-012 7313 Hubbard St. Residential (Shed)
24-013 5441 Main St. Commercial (Sign)
24-014 5203 Main St. Lot 54 Residential (Deck)
24-015 5767 Main St. Lot 9 Residential (Demo Mobile)

(1) Zoning Ordinance Violations

5767 Main St. Lot 9 Demo of mobile without permit

(0) Code Ordinance Violations

N/A

Zoning Administrators Notes:

As the temperature rises, there's a surge in land use permit applications. Currently, I'm in the midst of declaring a garage at 7220 Hubbard St. as a hazardous building.

Dennis Klaas
Village of Lexington Zoning Administrator
586-372-8035
zoning@villageoflexington.com

DRAFT Recommended Budget to Council for 2024-2025

Account # 101-702		Line Items	Spent thru 6/30/2023	Approved 2023-24	Spent thru 4/29/2024	Requested 2024-25
702	600	Wages	16,519	32,500	17,149.11	32,500
709	100	Match Social Security	1,264	2,525	1,311.92	2,525
710	500	Mich Emp Sec Cp,	344	350	129.91	350
752	000	Supplies	253	400	0.00	300
802	200	Contracted Services	1,400	1,200	1,950.00	1,400
811	000	Legal	495	1,500	0.00	1,500
850	000	Phone	525	900	831.00	1,320
861	000	Mileage	179	200	0.00	200
880	100	Advertising/Publications	229	700	827.00	900
909	500	School/Training	894	1,800	0.00 *	2,200 **
915	000	Membership/Dues	725	725	725.00	725
			22,827	42,800	22,923.94	43,920

* Expect some ZBA Training

** Includes some training for our zoning administrator

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 04/30/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2024 INCREASE (DECREASE)	NORMAL (ABNORMAL)	AVAILABLE BALANCE	% BDTG USED
Fund 101 - GENERAL FUND							
Revenues							
Dept 702 - COMMUNITY & ECONOMIC DLMENT							
101-702-476.000	SHORT TERM RENTAL	850.00	850.00	0.00	0.00	0.00	100.00
101-702-572.000	MEDC GRANT	0.00	0.00	0.00	0.00	0.00	0.00
101-702-686.500	MISC ACCT OF REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 702 - COMMUNITY & ECONOMIC DLMENT							
TOTAL REVENUES		850.00	850.00	0.00	0.00	0.00	100.00
Expenditures							
Dept 702 - COMMUNITY & ECONOMIC DLMENT							
101-702-702.600	WAGES	32,500.00	17,149.11	1,743.75	15,350.89	52.77	
101-702-709.100	MATCH - SOCIAL SECURITY	2,525.00	1,311.92	133.41	1,213.08	51.96	
101-702-710.500	MICH EMP SEC COM	350.00	128.91	29.65	221.09	36.83	
101-702-752.000	SUPPLIES	400.00	0.00	0.00	400.00	0.00	
101-702-797.000	COMPUTER-HARDWARE-SOFTWARE	0.00	0.00	0.00	0.00	0.00	
101-702-802.200	CONTRACTED SERVICES	2,000.00	1,950.00	0.00	50.00	97.50	
101-702-804.000	STIPEND	0.00	0.00	0.00	0.00	0.00	
101-702-811.000	LEGAL	1,500.00	0.00	0.00	1,500.00	0.00	
101-702-850.000	PHONE	900.00	831.06	110.40	68.94	92.34	
101-702-861.000	MILEAGE	200.00	0.00	0.00	200.00	0.00	
101-702-880.100	ADVERT/PUBLICATIONS	1,000.00	827.00	0.00	173.00	82.70	
101-702-909.500	SCHOOL/TRAINING	800.00	0.00	0.00	800.00	0.00	
101-702-915.000	MEMBERSHIP/DUES	725.00	0.00	0.00	725.00	0.00	
101-702-916.000	ZONING SURVEY	0.00	0.00	0.00	0.00	0.00	
101-702-928.000	MASTER PLAN	0.00	0.00	0.00	0.00	0.00	
101-702-955.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	
Total Dept 702 - COMMUNITY & ECONOMIC DLMENT							
TOTAL EXPENDITURES		42,900.00	22,198.00	2,017.21	20,702.00	51.74	
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		850.00	850.00	0.00	0.00	100.00	
TOTAL EXPENDITURES		42,900.00	22,198.00	2,017.21	20,702.00	51.74	
NET OF REVENUES & EXPENDITURES		(42,050.00)	(21,348.00)	(2,017.21)	(20,702.00)	50.77	
TOTAL REVENUES - ALL FUNDS							
TOTAL EXPENDITURES - ALL FUNDS		42,900.00	22,198.00	2,017.21	20,702.00	51.74	
NET OF REVENUES & EXPENDITURES		(42,050.00)	(21,348.00)	(2,017.21)	(20,702.00)	50.77	

User: SHELLY

DB: Village Of Lexington

TRANSACTIONS FROM 04/01/2024 TO 04/30/2024

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL FUND							
04/01/2024			101-702-702.600 WAGES		BEG. BALANCE		15,405.36
04/03/2024	PR	CHK	SUMMARY PR 04/03/2024		462.50		15,867.86
04/10/2024	PR	CHK	SUMMARY PR 04/10/2024		375.00		16,242.86
04/17/2024	PR	CHK	SUMMARY PR 04/17/2024		400.00		16,642.86
04/24/2024	PR	CHK	SUMMARY PR 04/24/2024		506.25		17,149.11
04/30/2024			101-702-702.600	END BALANCE	1,743.75	0.00	17,149.11
04/01/2024			101-702-709.100 MATCH - SOCIAL SECURITY		BEG. BALANCE		1,178.51
04/03/2024	PR	CHK	SUMMARY PR 04/03/2024		35.39		1,213.90
04/10/2024	PR	CHK	SUMMARY PR 04/10/2024		28.69		1,242.59
04/17/2024	PR	CHK	SUMMARY PR 04/17/2024		30.60		1,273.19
04/24/2024	PR	CHK	SUMMARY PR 04/24/2024		38.73		1,311.92
04/30/2024			101-702-709.100	END BALANCE	133.41	0.00	1,311.92
04/01/2024			101-702-710.500 MICH EMP SEC COM		BEG. BALANCE		99.26
04/03/2024	PR	CHK	SUMMARY PR 04/03/2024		7.86		107.12
04/10/2024	PR	CHK	SUMMARY PR 04/10/2024		6.38		113.50
04/17/2024	PR	CHK	SUMMARY PR 04/17/2024		6.80		120.30
04/24/2024	PR	CHK	SUMMARY PR 04/24/2024		8.61		128.91
04/30/2024			101-702-710.500	END BALANCE	29.65	0.00	128.91
04/01/2024			101-702-802.200 CONTRACTED SERVICES		BEG. BALANCE		1,950.00
04/30/2024			101-702-802.200	END BALANCE	0.00	0.00	1,950.00
04/01/2024			101-702-850.000 PHONE		BEG. BALANCE		720.66
04/04/2024	AP	INV	MARCH PHONE REIMBURSEMENT 2024	MARCH 2024 PHONE	75.00		795.66
04/19/2024	GJ	JE	AGRI VALELEY INTERNET	2907	35.40		831.06
04/30/2024			101-702-850.000	END BALANCE	110.40	0.00	831.06
04/01/2024			101-702-880.100 ADVERT/PUBLICATIONS		BEG. BALANCE		827.00
04/30/2024			101-702-880.100	END BALANCE	0.00	0.00	827.00
TOTAL FOR FUND, 101 GENERAL FUND					2,017.21		22,198.00