

# MEETING MINUTES

## ESSEXVILLE PLANNING COMMISSION

For Its Regular Meeting of May 24, 2010

---

Chairperson, Mike Bergen called the Regular Meeting of the Essexville Planning Commission to order at 7:10 p.m.

**MEMBERS PRESENT:** Bergen, Brenay, Charron, and Kustuch (a quorum was Present)

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** City Manager Dale Majerczyk and City Council Liaison John Connelly

1. **APPROVAL OF AGENDA**

Resolution to approve the agenda as written, offered by Charron, supported by Brenay; approved by unanimous vote.

2. **APPROVAL OF MINUTES**

Resolution to approve the minutes of the February 22, 2010 meeting as written, offered by Brenay, supported by Kustuch; approved by unanimous vote.

3. **CITIZEN'S INPUT**

None

4. **PUBLIC HEARING(S)**

5. **UNFINISHED BUSINESS**

Review of Annual Capital Improvement Program

Motion to adopt the resolution by Kustuch; second by Charron

**Whereas in accordance with Act 226, Michigan Public Acts of 2003, as amended, the Planning Commission has caused to be prepared a Capital Improvement Program ("CIP") covering fiscal years 2010/2011 through 2015/2016, and**

**Whereas the Planning Commission has determined that the capital improvements and purchases detailed in the said CIP are desirable and needed**

**Now, therefore it is resolved that the Planning Commission hereby adopts the Capital Improvement Program covering fiscal years 2010/2011 through 2015/2016, and**

**Further resolved, the Planning Commission recommends that the City Council adopt said Capital Improvement Program.**

The resolution was unanimously approved.

## **NEW BUSINESS**

### Consideration of Delegating the Site Plan Review Process for Certain Classes of Projects

Motion to adopt the resolution by Kustuch; second by Brenay

**Resolved; in accordance with Section 6.1 of the Essexville Zoning Ordinance the Planning Commission hereby delegates, on a limited basis, site plan review where;**

1. **The site plan is for an expansion of an existing use which is otherwise permitted by right within the zoning designation of the site, and**
2. **The site plan is for the expansion of an existing use which is not a non-conforming use, and**
3. **The site plan is for the expansion of an existing use and such expansion does not require a variance of any kind, and**
4. **The site plan is for the expansion of an existing use and neither the existing use nor the expansion requires a special land use permit.**

The resolution was unanimously approved.

## **6. REPORTS AND COMMUNICATION**

None

## **7. ADJOURNMENT**

Resolution to adjourn the regular meeting offered by Charron, supported by Brenay; approved by unanimous vote.

The regular meeting was adjourned at 8:20 p.m.

*I certify that the foregoing minutes of the May 24, 2010 regular meeting of the Essexville Planning Commission are complete and accurate as approved by said Planning Commission as being so at its first meeting following the meeting held on the date set forth above.*

---

*Kathryn Charron, Secretary  
Essexville Planning Commission*