CITY OF LUDINGTON
PLANNING COMMSION
MINUTES 09/02/08

A meeting of the Ludington Planning Commission was held on Tuesday, September 2, 2008. The meeting was held at the Ludington Municipal Building, 400 S. Harrison St., Ludington, MI and was called to order at 7:00 p.m. by Tom Coleman, Chairperson.

ROLL CALL: The roll call showed the following results:

Present: Robert Garrett, Chris Gamble, Kaye Holman, Gary Schnitker, Tom Coleman and Mike Nekola

Joe Moloney arrived at 7:05 p.m.

Absent: Clay Olmstead, excused, Chris Pontz, absent and Mayor's Youth Advisory members, Kendra Silsby and Dean Feole were not present.

Also Present: Recording Secretary, Carol Ann Foote and City Manager, John Shay

AGENDA APPROVAL:

Commissioner Holman made a motion to approve the agenda, seconded by Commissioner Schnitker. Motion carried unanimously.

PUBLIC COMMENTS:
None

APPROVAL OF MINUTES:
Commissioner Holman made a motion to approve the minutes of the August 5, 2008 meeting, seconded by Commissioner Moloney. Motion carried unanimously.

PUBLIC HEARINGS:
To consider a request by the City of Ludington to rezone the following described property from G-1 (Government Service District) to CBD (Central Business District), Original Plat, Lots 6 and 7, Block 46 and to rezone the following described property from P (Parking) to CBD (Central Business District), Original Plat, Lots 8, 9 and 10, Block 46, also known as 206 W. Loomis St.

City Manager, John Shay, told the Commissioners that the city was requesting the rezoning for the south half of the "bowling alley block". A portion of the block houses the fire station and the other portion is parking. The request is to rezone both parcels to CBD (Central Business District). The north half of the block is already zoned CBD. The City has been working with Western Land Services on the purchase of the property in order to construct an office building. Western Land Services employs approximately 360-370 people nationwide with 80 employees locally and continually expanding. They have run out of space in the building that they occupy in the Industrial Park. The proposed building is multi-story to house their offices and the lower area will be leased to others. Mr. Shay stated that he was excited to see Western Land Services locate downtown.

Close Public Hearing

Commissioner Garrett reported that the Zoning Committee met and recommended the rezoning of the south side of the block.

Commissioner Garrett made a motion to recommend to City Council to rezone Lots 6 & 7 of Block 46 of the Original Plat from G1 (Government Service District) to CBD (Central Business District) and Lots 8, 9 & 10 of Block 46 of the Original Plat from P (Parking) to CBD (Central Business District), seconded by Commissioner Holman. Motion carried unanimously.

To consider a request by Mr. and Mrs. Leon Farmer for a special land use for an accessory building to exceed 900 square feet on lots larger than 15,000 sq. ft. at the following described property: Addition No. 3, Lot 5, W 1/2 of Lot 4 & E 1/2 of Lot 6 Block 127, also known as 716 E. Ludington Ave.

Mrs. Leon Farmer, 716 E. Ludington Ave., told the Commission that the proposed addition to the garage was 6 ½ feet longer than allowed. They design of the addition would be much like the design and style of the front porch of their home.

Close Public Hearing

Commissioner Nekola reported that the committee met and recommended the approval of the special land use.

Commissioner Nekola made a motion to approve the request for a special land use for an accessory building to exceed 900 square feet on lots larger than 15,000 sq. ft. in order to construct a 24 x 20 addition to the existing detached garage, seconded by Commissioner Moloney. Motion carried unanimously.

Commissioner Moloney was excused from the meeting at 7:15 p.m.

NEW BUSINESS:
None

UNFINISHED BUSINESS:
Comprehensive Plan:

East Ludington Avenue Architectural Preservation:
Commissioner Schnitker reported that the committee met twice in August. They have drafted a time line. They have contacted the State Historical Center for guidance. They will pursue this with Williams and Works. Commissioner Schnitker said that his desire, as a committee, is to get this area preserved. He would like to provide something for the City to be proud of.

Vendors:
Commissioner Holman had no report on vendors.

US-10 Access Management:
Chairman Coleman reported that the final draft of the Access Management Plan was being reviewed by Williams and Works.

Planned Unit Development Consolidation:
Chairman Coleman told the Commission that Williams and Works was reviewing Planned Unit Developments. They are working on consolidating three PD, PUD and WPUD into one.

Neighborhoods:
Commissioner Nekola reported that his committee is working on Daycare Facilities. He said that they were looking at requiring twelve person daycares to be at least 1,500 feet apart. They will have text to present at the October meeting.

Downtown Walk ability:
No report

SITE PLAN REVIEW REPORT:
Chairman Coleman reported that a site plan review was held on August 14 for Western Land Services. The site plan was approved with conditions.

COMMISSIONERS' COMMENTS AND COMMUNICATIONS:
Chairman Coleman talked about participation in the site plan review process. He said that there were options. They could opt out all together, be specifically called or sign up for a quarter. There would need to be at least two people available but there could not be a quorum. He passed around a quarterly sign up sheet and told the Commissioners if they could not attend the site plan, they would have to get a replacement.

Chairman Coleman announced that they would be planting dune grass on September 20 at 10:00 a.m. They would like volunteers to help plant the dune grass and they also need donations to help pay for the grass.

Chairman Coleman gave an update on the community projects that had been completed. The traffic bumpers at Stearns Park have been painted, the gazebo at Copeyon Park was painted, bike racks have been put out in several places, breakwater distance signs were installed, the fire barn fence was painted and Commissioner Garrett placed a wildlife track panel at

Cartier Park. He also thanked City employees for a good job. Commissioner Nekola pointed out that there were volunteers from West Michigan Community Mental Health that were doing things for the community.

Commissioner Garrett gave a brief history of the City Charter stating that the first Charter was adopted in 1873. The Charter was changed in 1893 and 1916. It stayed the same until a new Charter was adopted seventy-six years later in 1992. Commissioner Garrett then read chapter three of the Charter.

Recording Secretary, Carol A. Foote, reported that she sent out fifty-nine letters regarding the Farmer Special Land Use and received three responses in favor of the project and commending the Farmers on the work that have done on their property.

Commissioner Holman announced the City Council goal setting session would be held on September 17 at 5:30 p.m.

Chairman Coleman asked the Commission to think about the upcoming year's budget. He stated that it was time to look at the Comprehensive Plan again.

ADJOURNMENT:
The meeting was adjourned at 7:40 p.m.

Respectfully submitted,
Carol Ann Foote, Recording Secretary

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Tom Coleman, Chairperson