



PLANNING COMMISSION

City Hall, 222 South Maple Street, Fennville, MI 49408
Monday, April 8, 2019
6:30 p.m.

Minutes

1. Call to Order at 6:30 p.m.

2. Roll Call

Present: Machan, Piantek
Absent: Andry, Martin

3. Pledge of Allegiance

Pledge of Allegiance was recited

4. Public Comments

None at this time

5. Approval of the following Planning Commission Minutes:
a. January 14, 2019 Regular Meeting Minutes

Moved by Machan, seconded by Piantek to approve the January 14, 2019 meeting minutes.
Voted Yes: All. Motion carried.

6. The Planning Commission will begin the process to update the 5-year Recreation Plan.

Background Information In 2017 the Planning Commission worked to update the 5-year Recreation Plan and the updated plan was submitted to the DNR in early 2018. Shortly after the document was submitted, the City received notice from the DNR that unfortunately the plan was deficient in several items and was not approved.

The City Commission has indicated that they would like to make planning for park improvements a priority over the coming fiscal year. As those designs are completed, they will be looking into grant opportunities to aid in funding those improvements. However, to be eligible to receive grants from the DNR, the City needs to have a completed 5-year Recreation Plan on file. The Planning Commission is again being asked to work through updating the document and addressing the deficiencies identified by the DNR.

Staff will work to address the following deficiencies and update the document to include:

- Map with City parks labeled.
- ADA Assessment for all City Parks.
- Documentation of public hearings.
- Required Certification Checklist
- Post Completion Self-Inspection Reports
- New Transmittal letters to County and regional planning for updated document.

The Planning Commission is being asked to focus on providing the “Goals and Objectives” required within the plan and to hold the public hearing process. The new plan will be required to be available to the public for comment for a 30 day period before the final approval can occur. Staff would like the Commission to consider the following process:

April 8th Regular Meeting:

- Review items needed and set meeting schedule.
- Work with City Administrator to develop question for an internet based survey to gather input.
- Schedule a public input session for a date in June to develop goals and objectives.

June Workshop (date to be scheduled on April 8th)

- Hold a public input session and develop goals and objectives.

July 8th Regular Meeting:

- Review draft plan.
- Issue Notice of Availability – minimum 30 days.

October 14th Regular Meeting:

- Hold public hearing on draft plan.
- Make recommendation to the City Commission for approval.

The Planning commission reviewed the proposed meeting scheduled and set a public input session date of June 11th. They asked that the City Administrator work to issue the internet survey and post information on the public input session in the newspaper and on facebook.

7. Chair Report

Nothing to report.

8. City Commission Report

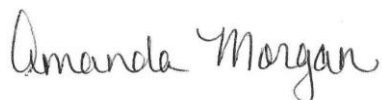
The Commissioners discussed the need to update the Land Use Plan after the Recreation Plan is complete.

9. Adjournment

Meeting adjourned at 6:47 p.m.

I attest these minutes to be a true and accurate statement.

Respectfully Submitted,



Amanda Morgan, City Administrator

Approved by Planning Commission: July 8, 2019