

Planning Commission/DDA Minutes Special Meeting Minutes

Approved

Meeting held at 108 Warren St. Bancroft Mi. 48414

June 28th, 2022

Call to Order: 6:05 pm

Pledge of Allegiance:

Attendees Present: Rick Wright, Julie MacKay, Kevin Bible, Rachel Baur, Frank Baur, Steve Fuller & Linda Wert-Fuller

Guests: Doug Piggott (Rowe Engineering)

Kevin made a motion to approve the agenda. Frank 2nd. All ayes. MC.

Planning Commission Business:

Discussion was held on recommended updates needed for the master plan and zoning ordinances.

Public Comments:

Doug Piggott from Rowe Engineering offered suggestions and guidelines.

1. The DDA may also serve as the PC, should follow DDA by-laws.
- 2: The PC is responsible for changes to the master plan.
- 3: Also, the PC is obligated to update zoning ordinances as well.
- 4: Doug recommended the PC implement RRC Best Practices when working on goals & objectives in updating master plans.
- 5: Doug also recommended correlating future land use & zoning districts with zoning ordinance maps when updating.
Also suggests PC should make changes to future land use maps to include any changes that may have occurred.

He will give us an estimate on all updates that are to be completed by Rowe Engineering.

Doug informed the PC/DDA that he is retiring this year. Our new zoning administrator will be Jason Ball. Jason lives in Durand and has 13 years experience.

Doug also recommended to follow the RRC guidelines when completing the PC Annual Report. The PC is required to submit a finished report to the Village Council. Report to include activities from the previous year. Also include a list of goals for the next year. Should also include a list of meetings held, reviewed plans, & update reports for the next year.

Member Comments:

DDA Business:

Summer Fest details were discussed.

Julie made a motion to approve a tentative budget of \$5000 for Summer Fest expenses. Kevin 2nd. All ayes. MC.

Frank made a motion to spend up to \$300 from the General Fund account for dunk tank rental for Summer Fest. Linda 2nd.

Roll call vote: Frank, Julie, Kevin, Rachel, Rick, Steve & Linda. All ayes. MC.

Rick made a motion to reimburse Linda from the General Fund for \$100 for deposit on the dunk tank for Summer Fest. Kevin 2nd.

Roll Call vote: Frank, Julie, Kevin, Linda, Rachel, Rick, & Steve. All ayes. MC

The DDA will search for food trucks and other vendors & sponsors to participate in Summer Fest.

Rick made a motion to spend up to \$200 from the General Fund for postage & printing of flyers for Summer Fest. Kevin 2nd. Roll Call vote: Frank, Julie, Kevin, Linda, Rachel, Rick & Steve. All ayes. MC.

Public Comments:

Member Comments:

Kevin left the meeting at 9:11 p.m.

Frank made a motion to adjourn at 9:23 p.m. Steve 2nd. All ayes. MC.

Submitted by
Linda Wert-Fuller
PC/DDA Secretary