

The regular meeting of the Clare City Planning Commission was called to order at 5:33 p.m. by Planning Commission Chair Jason Lowe, at the Pere Marquette District Library, 185 E. Fourth Street, Clare, Michigan. Chairman Lowe let the meeting with the Pledge of Allegiance. Present were: Commissioners Glenda Carmoney, Josh Clark, Angie Cozat, Jason Lowe, Brett Moser, Stacy Pechacek, and Nick Wyman. Absent: Elaine Demasi and John Myers. Also present were Jeremy Howard, City Manager; Steven Kingsbury, City Treasurer; and Diane Lyon, City Clerk. Audience attendance held via Zoom.

Rules for Public Comment during the conduct of a remote electronic meeting were read to the audience by Clerk Lyon.

APPROVAL OF CONSENT AGENDA:

Moved by Commissioner Pechacek second by Commissioner Carmoney to approve the Consent Agenda items listed with an asterisk (*) (Agenda, Minutes as amended and Professional Development) that are considered to be routine by the Planning Commission. Roll call vote: Yeas: Commissioners Glenda Carmoney, Josh Clark, Angie Cozat, Jason Lowe, Brett Moser, Stacy Pechacek and Nick Wyman. Nays: None. Absent: Elaine Demasi and John Myers. *Motion Carried.*

PUBLIC COMMENT: None.

APPROVAL OF AGENDA:

*approved by consent agenda.

APPROVAL OF MINUTES:

*approved by consent agenda.

NEW BUSINESS:

A. RECREATIONAL MARIJUANA CULTIVATION SPECIAL USE PERMIT AND SITE PLAN FOR TOTAL HOLISTIC CULTIVATION.

The City has received a Special Use Permit Application from Total Holistic Cultivation, LLC to operate a Recreational Marijuana Grow Class C Facility at 380 Industrial Drive within the City of Clare. The Clare City Planning Commission is the approval authority for the permit.

Total Holistic Cultivation, LLC has completed the required Special Use Recreational Marijuana Zoning Permit Application and provided the related site plan documents. City Staff has reviewed the application and site plan provided and found no fault or error in these documents and takes no exception to the responses offered.

Prior to consideration, deliberation, and decision regarding this matter, the Commission is required to hold a public hearing related to the proposal. Proper notice regarding the special use permit application has been made by the City. The City has also mailed notice to all property owners within a 300' radius of the site of proposed Recreational Marijuana Grow facility. To date the City has received no stated objections to the proposed use.

The site plan and building layout are basically identical to the currently approved Medical Grow license in the existing building. No additional changes to the building or exterior are being proposed. The same building will be used to grow both medical and recreational plants.

Subsequent to the hearing, the Planning Commission is asked to formally consider the Special Use Permit Application and Site Plan and render a decision in respect to approval or disapproval.

It should be noted that this request is for a license that would be operating under an adopted zoning ordinance of the city and this use meets all of the requirements of the City of Clare in respect to land use and zoning on that property. If the Planning Commission votes not to approve the request, it will be necessary for the Planning Commission to clearly provide the reason that the request violates the current land use and/or zoning ordinance code which causes it to not meet all the requirements of the City of Clare in respect to land use and zoning.

Motion by Commissioner Wyman second by Carmoney to open the public hearing. Roll call vote: Yeas: Commissioners Glenda Carmoney, Josh Clark, Angie Cozat, Jason Lowe, Brett Moser, Stacy Pechacek and Nick Wyman. Nays: None. Absent: Elaine Demasi and John Myers. Motion Carried.

Public Comment: THC representatives Jordan Rasaam, Waqas Rashid and Michael Wilkins provided an overview of the project and cultivation process to the Planning Commission.

Motion by Commissioner Wyman second by Clark to close the public hearing. Roll call vote: Yeas: Commissioners Glenda Carmoney, Josh Clark, Angie Cozat, Jason Lowe, Brett Moser, Stacy Pechacek and Nick Wyman. Nays: None. Absent: Elaine Demasi and John Myers. Motion Carried.

Motion by Commissioner Clark second by Commissioner Wyman to approve the recreational marijuana cultivation Special Use Permit and Site Plan by adoption of Resolution 2021-009PC. Roll call vote: Yeas: Commissioners Glenda Carmoney, Josh Clark, Angie Cozat, Jason Lowe, Brett Moser, Stacy Pechacek and Nick Wyman. Nays: None. Absent: Elaine Demasi and John Myers. *Motion Carried.*

B. FY21/22 CAPITAL IMPROVEMENT PROJECT SCHEDULE

The 2008 Michigan Planning Enabling Act stipulates that the Planning Commission shall review and provide recommendations related to all proposed major capital improvement projects of a municipality to ensure that the proposed projects support the goals and objectives stipulated in the Comprehensive Master Plan of the City. The Clare City Staff has commenced its preparation of the 2021/2022 Fiscal Budget for the budget year July 1, 2021 through June 30, 2022. Included in the budget are the proposed significant capital projects in each of the respective funds.

We will present the proposed budget to the Clare City Commission at their regularly scheduled meetings in May by means of budget workshops. In accordance with the City's Charter the 2021/2022 budget is scheduled to be adopted by the Commission at its first scheduled meeting in June. The Planning Commission is required by the 2008 Michigan Planning Act to provide its recommendations related to the proposed capital improvement schedule prior to adoption of the budget by the City Commission.

Public notice of the scheduled capital project presentation to the Planning Commission has been completed. Steve Kingsbury, Treasurer/Finance Director and City Manager Jeremy Howard provided general budgetary information and some of the planned capital projects for the consolidated budget, e.g., DDA, Data Processing, Fire Department, Parks & Recreation, etc. Department heads Luke Potter, Dale Clark & Gary Todd presented their capital improvement projects for their respective departments. DPW's presentation included an addendum for the purchase of a (sewer) camera to their Capital Improvements list.

Motion by Commissioner Carmoney second by Clark to open the public hearing. Roll call vote: Yeas: Commissioners Glenda Carmoney, Josh Clark, Angie Cozat, Jason Lowe, Brett Moser, Stacy Pechacek and Nick Wyman. Nays: None. Absent: Elaine Demasi and John Myers. Motion Carried.

Public Comment: None.

Motion by Commissioner Moser second by Wyman to close the public hearing. Roll call vote: Yeas: Commissioners Glenda Carmoney, Josh Clark, Angie Cozat, Jason Lowe, Brett Moser, Stacy Pechacek and Nick Wyman. Nays: None. Absent: Elaine Demasi and John Myers. Motion Carried.

Motion by Commissioner Pechacek second by Commissioner Clark to recommend approval of FY21/22 Capital Improvements Project Schedule by adoption of Resolution 2021-010PC. Roll call vote: Yeas: Commissioners Glenda Carmoney, Josh Clark, Angie Cozat, Jason Lowe, Brett Moser, Stacy Pechacek and Nick Wyman. Nays: None. Absent: Elaine Demasi and John Myers. Motion Carried.

EXTENDED PUBLIC COMMENT: Steve Kingsbury discussed his intent to retire effective June 2021.

COMMISSION DISCUSSION TOPICS: The Little Tobacco Drain Project progress; a memorial bench for Darren Acton and tree planting for Ben Walters; establishing a memorial fund at the Clare County Community Foundation on behalf of Civic Leaders and Community volunteers who's active involvement in the community have made a profound impact on the lives of citizens of the City of Clare.

APPROVAL OF PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES:
*approved by consent agenda.

ADJOURNMENT

Moved by Commissioner Wyman second by Commissioner Moser to adjourn at 7:29 p.m. Roll call vote: Yeas: Commissioners Glenda Carmoney, Josh Clark, Angie Cozat, Jason Lowe, Brett Moser, Stacy Pechacek and Nick Wyman. Nays: None. Absent: Elaine Demasi and John Myers. Motion Carried.

Diane Lyon, City Clerk