

The regular meeting of the Clare City Planning Commission was called to order in the city commission chamber of Clare City Hall, 202 W. Fifth St., Clare, MI, at 6:30 p.m. by Commission Chair Darren Acton, who led the Pledge of Allegiance. Present were: Commissioners Darren Acton, Glenda Carmoney, Angie Cozat, Elaine Demasi, Stacy Pechacek, Nick Loomis and Nick Wyman. Absent: Jason Lowe. Brett Moser arrived at 6:42 pm. Also present were Ken Hibl, City Manager; Sarah Schumacher, Deputy Clerk and Jennifer Kinberg, Office Assistant.

#### **OATH OF OFFICE:**

New planning commissioners Stacy Pechacek and Nick Loomis were welcomed and sworn in by Deputy Clerk, Sarah Schumacher.

#### **APPROVAL OF AGENDA:**

Moved by Commissioner Wyman second by Commissioner Carmoney to approve the agenda. Ayes: All. Nays: None. Absent: Jason Lowe. *Motion approved.*

#### **APPROVAL OF MINUTES:**

Moved by Commissioner Wyman second by Commissioner Moser to approve the prior meeting Minutes. Ayes: Angie Cozat, Elaine Demasi, Nick Wyman, Stacy Pechacek, Brett Moser, Darren Acton, Nick Loomis, Glenda Carmoney. Nays: None. Absent: Jason Lowe. *Motion approved.*

#### **CHANGE AGENDA ORDER**

Motion by Commissioner Acton second by Commissioner Moser to change the order of items of the agenda allowing new business to be completed prior to old business. Ayes: Angie Cozat, Elaine Demasi, Nick Wyman, Stacy Pechacek, Brett Moser, Darren Acton, Nick Loomis, Glenda Carmoney. Nays: None. Absent: Jason Lowe. *Motion approved.*

#### **NEW BUSINESS:**

##### **SELECTION OF ZBA MEMBER**

Motion by Commissioner Wyman second by Commissioner Demasi to nominate Darren Acton to serve as ZBA member of the Planning Commission; 019-010PC. Roll call vote: Ayes: Darren Acton, Glenda Carmoney, Angie Cozat, Stacy Pechacek, Elaine Demasi, Brett Moser Nick Loomis and Nick Wyman. Ayes: All. Nays: None. Absent: Jason Lowe. *Motion approved.*

##### **SELECTION OF RECREATION FUNDS DONATION COMMITTEE**

Elaine Demasi volunteered to serve on the Recreation Funds Donation Committee. Nick Wyman volunteered to serve as a back-up as needed.

Motion by Commissioner Wyman, second by Commissioner Carmoney to nominate Elaine Demasi to serve on the Recreation Funds Donation Committee. Roll call vote: Ayes: Darren Acton, Glenda Carmoney, Elaine Demasi, Brett Moser, Angie Cozat, Nick Wyman, Stacy Pechacek, Nick Loomis. Nays: None. Absent: Jason Lowe. *Motion approved.*

#### **UNFINISHED BUSINESS:**

##### **CONTINUATION OF WORK SESSION, ZONING CODE REVISIONS**

City Attorney Jaynie Hoerauf had provided her recommendations for a Draft Ordinance, Zoning Amendment (Industrial Uses) and Accessory Dwellings. The commission reviewed the notes outlined in Jaynie Hoerauf's memos and made the following proposed changes to Giffels Webster's recommendations:

##### Accessory Dwellings

- 1) Allow one accessory dwelling per parcel.
- 2) Property owner must be resident of either the primary residence or accessory dwelling.
- 3) Allow one **family unit** per accessory dwelling – will need to determine what constitutes a family unit.
- 4) Accessory dwellings allowed in R-1 district only.
- 5) A special Use Permit required for **detached** accessory buildings.

6) Minimum size of 450 square feet.

Industrial Uses

No changes to our current zoning code.

Motion by Commissioner Moser, second by Commissioner Loomis to recommend changes to the zoning code as noted. Roll call vote: Ayes: Darren Acton, Glenda Carmoney, Elaine Demasi, Brett Moser, Angie Cozat, Nick Wyman, Stacy Pechacek, Nick Loomis. Nays: None. Absent: Jason Lowe. *Motion approved.*

**ADJOURNMENT**

Moved by Commissioner Moser second by Commissioner Demasi to adjourn. Ayes: All. Nays: None. Absent: Jason Lowe. *Motion approved.*

Meeting adjourned at 8:40 p.m.

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Sarah Schumacher, Deputy Clerk