

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 6:32 p.m. by Vice Chair Darren Acton, who led the Pledge of Allegiance. Present were: Commissioners Darren Acton, Angie Cozat, Elaine Demasi, Kristin Heintz, Jason Lowe, Glenda Carmoney, Brett Moser and Nick Wyman. Absent: Josh Clark. Also present were Ken Hibl, City Manager; and Diane Lyon, City Clerk.

APPROVAL OF AGENDA:

Moved by Commissioner Demasi second by Commissioner Carmoney to approve the agenda. Ayes: All. Nays: None. Absent: Josh Clark *Motion approved.*

APPROVAL OF MINUTES:

Jason Lowe asked for a correction in the Adjournment section of the prior meeting minutes. Moved by Commissioner Moser second by Commissioner Heintz to approve the meeting minutes as amended. Ayes: All. Nays: None. Absent: Josh Clark *Motion approved.*

UNFINISHED BUSINESS: None.

NEW BUSINESS:

SITE PLAN REVIEW-VOLLEY BALL/FOOT VOLLEY COURT AT SHAMROCK PARK

The City's Parks & Recreation Board has proposed that a new volley ball court be constructed at Shamrock Park to provide community members a broader range of recreation activities at this site. To facilitate consideration of the request by the Planning Commission, public notice of the proposal has been published and notice to all residents and businesses within a 300' radius has been mailed. The City Staff completed its staff review earlier today and recommend approval to the Planning Commission.

Mr. Sam Humphrey plans to construct the court as a project to earn his Eagle Scout badge. Mr. Humphrey will start the project within 30 days.

The 30 x 60 foot court will be sited just south of the Shamrock building, east of the pavilions. Originally Pettit Park was considered for the court but due to concerns with flooding issues Shamrock Park was selected for the site. The court will have a depth of fifteen inches of sand (83 yds). Landscape fabric will be set to prevent weed growth. No trees will be removed to construct the court. The court will run in an east west direction. Plenty of parking is available to the public. Sand may need to be added periodically but not on a regular basis.

The Planning Commission is required to hold a public hearing related to the proposed site plan. As reflected above, proper notice regarding the site plan application has been made by the City. To date the City has received several requests to review the site plan but only one public comment to date.

Subsequent to the hearing, the Planning Commission will be asked to formally consider the site plan and render a decision in respect to approval or disapproval.

Motion by Commissioner Lowe second by Commissioner Wyman to open the public hearing. Ayes: All. Nays: None. Absent: Josh Clark. *Motion approved.*

Public Comment: June Foell, 220 Wilcox Parkway, provided formal comment to the City Manager and City Clerk. She offered that we have enough activity in the City; we don't need a volley ball court, however, if the court does move forward, that trees are not cut down to accommodate the court.

Motion by Commissioner Carmoney second by Commissioner Lowe to close the public hearing. Ayes: All. Nays: None. Absent: Josh Clark *Motion approved.*

Motion by Commissioner Heintz second by Commissioner Demasi to approve the Site Plan by adoption of 2017-013PC. Roll call vote: Ayes: Darren Acton, Glenda

Carmoney, Brett Moser, Angie Cozat, Elaine Demasi, Kristin Heintz, Jason Lowe, and Nick Wyman. Nays: None. Absent: Josh Clark *Motion approved.*

EXCUSAL OF COMMISSIONER CLARK

The Planning Commission bylaws stipulate “if a Planning Commissioner shall miss three consecutive meetings or 30% or more of scheduled meetings in any calendar year, his/her office shall be considered vacant unless the Planning Commission shall formally excuse such absence in advance and a record of said excusal is annotated in the official proceedings of the Planning Commission.”

Commissioner Clark provided advance notification to city staff and has requested excusal from tonight’s meeting.

Motion by Commissioner Moser second by Commissioner Wyman to excuse Commissioner Clark from tonight’s meeting by adoption of 2017-011PC. Roll call vote: Ayes: Darren Acton, Glenda Carmoney, Angie Cozat, Elaine Demasi, Kristin Heintz, Jason Lowe, Brett Moser, and Nick Wyman. Absent: Josh Clark. *Motion approved.*

INTRACOMMISSION COMMUNICATIONS: None.

ADJOURNMENT

Moved by Commissioner Heintz second by Commissioner Lowe to adjourn. Ayes: All. Nays: None. Absent: Josh Clark. *Motion approved.*

Meeting adjourned at 6:51 p.m.

Diane Lyon, City Clerk