

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 6:00 p.m. by Chair Josh Clark who led the Pledge of Allegiance. Present were: Commissioners Darren Acton, Steve Barnes, Josh Clark, Angie Cozat, Glenda Carmoney, Elaine Demasi, Jan Winter and Nick Wyman. Absent: None. Also present were Ken Hibl, City Manager; Steve Kingsbury, Treasurer & Finance Director; and Diane Lyon, City Clerk.

**APPROVAL OF AGENDA:**

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

**APPROVAL OF MINUTES:**

Moved by Commissioner Carmoney second by Commissioner Winter to approve the minutes of the previous meeting. Ayes: All. Nays: None. Absent: None. *Motion approved.*

**PUBLIC COMMENT:** None.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

**MASTER PLAN UPDATE**

Amy Neary and Arthur Mullen of McKenna Associates met with the Planning Commission at the December 16<sup>th</sup> meeting to commence the process to complete the required update of the City of Clare Comprehensive Master Plan. Amy provided an outline and discussed a proposed schedule for this Planning Commission task and provided an overview of the required actions of the Planning Commission to complete this task.

Amy informed the commission that the Planning Enabling Act now requires a Zoning Plan which must include an explanation of how the land use categories on the future land use map relate to the districts on the zoning map.

Amy and Arthur spent most of the day of December 16<sup>th</sup> in Clare meeting with the participants of five separate and distinct focus groups. The information gleaned from the discussions with the focus groups was shared with the Planning Commission and will be one of the base elements of the Master Plan update process.

Information from the focus groups included, but was not limited to installing sidewalks; completing the rail-trail between the City and the Moose Lodge; building an indoor recreation facility;

**INTRACOMMUNICATIONS**

It was noted by Commissioner Carmoney that there is a pine tree at the corner of Hemlock and Fourth Street which is a vision obstruction for drivers.

**ADJOURNMENT**

Moved by Commissioner Winter and seconded by Commissioner Demasi to adjourn. Ayes: All. Nays: None. Absent: None. *Motion approved.* Meeting adjourned at 8:12 p.m.

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Diane M. Lyon, City Clerk