

The regular meeting of the Clare City Planning Commission was called to order by Chairman Jason Lowe in the City Hall Commission Chambers, at 6:36 p.m., who then led the Pledge of Allegiance. Present were: Commissioners Glenda Carmoney, Josh Clark, Elaine Demasi, Jason Lowe, and Nick Wyman. Absent: Angie Cozat, Ken Hibl, Brett Moser, and Stacy Pechacek. Also present were Jeremy Howard, City Manager; and Diane Lyon, City Clerk.

**APPROVAL OF CONSENT AGENDA:**

Moved by Commissioner Clark second by Commissioner Wyman to approve the Consent Agenda items listed with an asterisk (\*) (Agenda, Minutes, Communications, and Professional Development) that are considered to be routine by the Planning Commission. Roll call vote: Yeas: Commissioners Glenda Carmoney, Josh Clark, Elaine Demasi, Jason Lowe, and Nick Wyman. Absent: Angie Cozat, Ken Hibl, Brett Moser, and Stacy Pechacek. *Motion Carried.*

**APPROVAL OF MINUTES:** \*Approved by consent agenda

**APPROVAL OF AGENDA:** \*Approved by consent agenda

**PUBLIC COMMENT:** None.

**OLD/UNFINISHED BUSINESS:** None.

**NEW BUSINESS**

**A. SITE PLAN REVIEW-BISHOP AUTOMOTIVE**

The City has received a site plan application and supporting documents from FEDCORP on behalf of Bishop Automotive to construct a 5,200 sq ft service bay addition to the north side of their existing facility at 821 East Fifth Street. At the Planning Commission's August meeting, Bishop received approval to renovate the exterior of their building and remodel and expand the office, showroom, and service areas with a 1,687-square-foot addition to the southwest section of the building. GMC has since made additional remodeling requirements and until those designs have been finalized, that portion of the project has been put on hold. In the meantime, they are asking to add on a Service Bay which they initially had intended to complete at some point in the future. The Planning Commission is asked to consider the application and render a decision regarding the site plan.

Prior to consideration, the Planning Commission is required to hold a public hearing to receive comments regarding the application. The City has published notice of the public hearing and notified all property owners within 300'. To date, the City has received no stated objections to the proposed project. Subsequent to the respective hearing, the Planning Commission is asked to formally consider the site plan/façade improvement project and to render a decision with respect to approval or disapproval.

Representatives of the developer, FED, were present to answer questions from the Commission. Bishop intends to make the Clare facility the first in the state to transform to the new GMC brand design and will be their flagship dealership.

Moved by Commissioner Carmoney seconded by Commissioner Wyman to open a public hearing. Roll call vote: Yeas: Commissioners Glenda Carmoney, Josh Clark, Elaine Demasi, Jason Lowe, and Nick Wyman. Absent: Angie Cozat, Ken Hibl, Brett Moser, and Stacy Pechacek. *Motion Carried.*

Public Comment: Neighboring property owner Kay Burton thought that the new service bay was going to be built on Bishop's property across Birchwood Avenue because they had trees cleared from that lot, however, the service bay will be connected to Bishop's existing facility on the north side of the building. There are no known construction plans for the adjacent lot.

Motion by Commission Demasi seconded by Commission Clark to close the public hearing. Roll call vote: Yeas: Commissioners Glenda Carmoney, Josh Clark, Elaine Demasi, Jason Lowe, and Nick Wyman. Absent: Angie Cozat, Ken Hibl, Brett Moser, and Stacy Pechacek. *Motion Carried.*

Motion made by Commissioner Clark seconded by Commissioner Pechacek to approve the Site Plan by adoption of Resolution 2023-014PC. Roll call vote: Yeas: Commissioners Glenda Carmoney, Josh Clark, Elaine Demasi, Jason Lowe, and Nick Wyman. Absent: Angie Cozat, Ken Hibl, Brett Moser, and Stacy Pechacek. *Motion Carried.*

**B. REQUEST FOR ABSENCE EXCUSAL-COMMISSIONER KEN HIBL**

The Planning Commission bylaws stipulate "If a Planning Commissioner shall miss three consecutive meetings or 30% or more of regular 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 Ken Hibl has a formal written request to be excused from attending the October 11th and December 13, 2023, regularly scheduled Planning Commission meeting due to other obligations made prior to his appointment to this board.

The Planning Commission is asked to formally approve the excusal of Commissioner Hibl.

Motion made by Commissioner Demasi seconded by Commissioner Wyman to approve the Site Plan by adoption of Resolution 2023-015PC. Roll call vote: Yeas: Commissioners Glenda Carmoney, Josh Clark, Elaine Demasi, Jason Lowe, and Nick Wyman. Absent: Angie Cozat, Ken Hibl, Brett Moser, and Stacy Pechacek. *Motion Carried.*

**EXTENDED PUBLIC COMMENT:** None.

**PLANNING COMMISSION DISCUSSION:**

Lake Shamrock Dredging and Dam Project. Dredging progress has been made even though we have had some equipment issues to work through. With the days getting shorter our operator is now working 8 hours, 5 days a week rather than 4 10-hour days. Savin Lake Services is still waiting on EGLE for an official permit to begin hydraulic dredging but they have nearly completed the holding cell at the airport and the cell liner should be installed around October 16<sup>th</sup>. Barnes Island will retain the same footprint.

The Dam feasibility study will soon be complete putting us on track to receive options/pricing for dam replacement in November.

Last Civil War Veterans of Clare County Ceremony at Cherry Grove Cemetery. On October 7, 2023, the Last Civil War Veterans of Clare County Ceremony was held at Cherry Grove Cemetery. The ceremony detailed the incredible Civil War journeys of Reverend William N. Younglove and Mr. Elias Riegle.

Rail Trail (Clare Gap). MDOT recently notified us that letting for the project has occurred and preliminary bids have come in 2.57% less than the engineer's estimates. This is great news and should keep the project moving forward with construction to begin in the Spring of 2024.

**COMMUNICATIONS:** \*Approved by consent agenda

**PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES:** \*Approved by consent agenda.

**ADJOURNMENT** - Moved by Commissioner Clark and seconded by Commissioner Wyman to adjourn. Ayes: All. Nays: None. Absent: Angie Cozat, Ken Hibl, Brett Moser, and Stacy Pechacek. *Motion Carried.* The meeting adjourned at 6:58 p.m.