

**VILLAGE OF LAKE ODESSA
PLANNING COMMISSION**

AGENDA

**MONDAY, JANUARY 22, 2024 - 7:00 P.M.
PAGE MEMORIAL BUILDING
839 FOURTH AVENUE
LAKE ODESSA, MI 48849**

1. Call to Order / Roll Call
2. Approval of Agenda
3. Public Comment
Under the Open Meetings Act, any citizen may come forward at this time and make comment on items that appear on the agenda. Comments will be limited to three minutes per person. Anyone who would like to speak shall state his/her name and address for the record. Remarks should be confined to the question at hand and addressed to the chair in a courteous tone. No person shall have the right to speak more than once on any particular subject until all other persons wishing to be heard on that subject have had the opportunity to speak.
4. Minutes
 - a. Approval of Planning Commission Meeting Minutes from:
 - i. October 25, 2023 Planning Commission special meeting
5. Action and Discussion items:
 - a. Master Plan Bids
 - i. Williams & Works Not to Exceed \$23,152 without optional tasks
 - ii. Beckett & Raeder, Inc. Not to Exceed \$39,995
 - iii. McKenna \$24,000 excluding professional hourly fees
 - iv. Houseal Lavigne Associates \$85,000 and \$15,000 for additional optional tasks
6. Board Member Comments
7. Adjournment

**VILLAGE OF LAKE ODESSA
PLANNING COMMISSION**

MINUTES

**SPECIAL MEETING
MONDAY, OCTOBER 23, 2023 - 7:00 p.m.**
Page Memorial Building
Lake Odessa, Michigan

Present: Karen Banks, Beth Barrone, Ben DeJong, Ben Geiger, Al Hamp,
Meg Wheeler, Martha Yoder
Absent: None
Staff: Zoning Administrator Jeanne Vandersloot, Kathy Forman

1. **CALL TO ORDER:** Meeting called to order by Chair Wheeler at 7:00 p.m.
2. **AGENDA:** Motion by Geiger, with support by Banks, to approve agenda as presented. All ayes; motion carried 7-0.
3. **PUBLIC COMMENT:** Bill King of the Lake Odessa Fair Board presented the Annual Report of the 2023 Fair.
4. **ELECTION OF OFFICERS:**
 - The floor was opened for nominations for the position of Chairperson. Banks, with the support of Barrone, nominated Meg Wheeler. There were no other nominations. Motion by Geiger, supported by DeJong, to close nominations and cast a unanimous ballot electing Meg Wheeler as Chairperson. There were no objections and Wheeler was unanimously elected Chairperson by voice vote.
 - The floor was opened for nominations for the position of Vice Chairperson. Banks, with the support of Barrone, nominated Martha Yoder. There were no other nominations. Motion by Geiger, supported by DeJong, to close nominations and cast a unanimous ballot electing Martha Yoder as Vice Chairperson. There were no objections and Yoder was unanimously elected Vice Chairperson by voice vote.
 - The floor was opened for nominations for the position of Secretary. Geiger, with the support of DeJong, nominated Karen Banks. There were no other nominations. Motion by Geiger, supported by DeJong, to close nominations and cast a unanimous ballot electing Karen Banks as Secretary. There were no objections and Banks was unanimously elected Secretary by voice vote.
5. **MINUTES:** Motion by Yoder, with support by Hamp, to approve minutes of 9/25/23 regular meeting. All ayes; motion carried 7-0.
6. **PUBLIC HEARINGS & ACTION ITEMS:**
 - a. Public Hearing on a request from Sabrina A. Strong for a Special Use Permit to allow a tattoo parlor and body piercing establishment at 1001 W Tupper Lake Street.

Motion by Banks, with support by Barrone, to open the Public Hearing. All ayes; motion carried 7-0.

RuthAnn Stuart spoke in support of this project.

Motion by Banks, with support by Yoder, to close the Public Hearing. All ayes; motion carried 7-0.

Vandersloot went through the checklist items. She did decide that no performance bond is required.

Motion by Geiger, with support by DeJong to approve the Special Use Permit to allow a tattoo parlor and body piercing establishment at 1001 W Tupper Lake Street. Wheeler called for a roll call vote. Yes: Banks, Barrone, DeJong, Geiger, Hamp, Wheeler, Yoder; No: None; Absent: None; Abstain: None. Motion carried, 7-0.

- b. Public Hearing on a request from Christopher Hall for a Type II Home Occupation Business Permit to allow an aftermarket automotive accessory installation business at 811 Second Avenue.

Motion by Yoder, with support by Barrone, to open the Public Hearing. All ayes; motion carried 7-0.

Wheeler read a written comment that was received from resident, Mark Miller. RuthAnn Stuart spoke in support of this project.

Motion by Yoder, with support by Banks, to close the Public Hearing. All ayes; motion carried 7-0.

Vandersloot went through the checklist items. She did decide that no performance bond is required. Several questions were raised. It was decided that there should be no noise above 65 decibels after 8:00 pm and no more than one customer stored vehicle parked outside at any given time.

Motion by Barrone, with support by DeJong to approve the Type II Home Occupation Business Permit to allow an aftermarket automotive accessory installation business at 811 Second Avenue. Wheeler called for a roll call vote. Yes: Banks, Barrone, DeJong, Geiger, Hamp, Wheeler, Yoder; No: None; Absent: None; Abstain: None. Motion carried, 7-0.

- c. Public Hearing on a request from the Lake Odessa Civic and Agricultural Association for a Special Use Permit for construction of restrooms at the Lake Odessa Fairgrounds, Parcel 34-101-050-000-050-00.

Motion by Banks, with support by Barrone, to open the Public Hearing. All ayes; motion carried 7-0.

Bill King spoke in support of this project.

Motion by Hamp, with support by DeJong, to close the Public Hearing. All ayes; motion carried 7-0.

Vandersloot went through the checklist items. She did decide that no performance bond is required.

Motion by Barrone, with support by DeJong, to approve the Special Use Permit for construction of restrooms at the Lake Odessa Fairgrounds, Parcel 34-101-050-000-050-00. Wheeler called for a roll call vote. Yes: Banks, Barrone, DeJong, Geiger, Hamp, Wheeler, Yoder; No: None; Absent: None; Abstain: None. Motion carried, 7-0.

- d. Public Hearing on a request from Richard T. Edwards for a Type II Home Occupation Business Permit to allow a lawnmowing/handyman business at 1705 Jordan Lake Avenue.

Motion by Barrone, with support by Banks, to open the Public Hearing. All ayes; motion carried 7-0.

Christopher Hall, resident, spoke in support of this project.

Motion by Banks, with support by DeJong, to close the Public Hearing. All ayes; motion carried 7-0.

Vandersloot went through the checklist items. She did decide that no performance bond is required.

Motion by DeJong, with support by Barrone, to approve the Type II Home Occupation Business Permit to allow a lawnmowing/handyman business at 1705 Jordan Lake Avenue. Wheeler called for a roll call vote. Yes: Banks, Barrone, DeJong, Geiger, Hamp, Wheeler, Yoder; No: None; Absent: None; Abstain: None. Motion carried, 7-0.

7. **DISCUSSION ITEMS:** None.

8. **OTHER BUSINESS:**

Motion by Banks, with support by Yoder, to set the 2024 Planning Commission Meeting Dates and Times as follows:

Monday January 22, 2024 at 7:00 pm

Monday March 25, 2024 at 7:00 pm

Tuesday May 21, 2024 at 7:00 pm

Monday July 22, 2024 at 7:00 pm

Monday September 23, 2024 at 7:00 pm

Monday November 25, 2024 at 7:00 pm

All ayes; motion carried 7-0.

9. **BOARD MEMBER COMMENTS:** None.

10. **ADJOURNMENT:** Motion by Hamp, with support by DeJong, to adjourn. All ayes; motion carried 7-0. Meeting adjourned at 8:37 p.m.

Respectfully submitted,

Kathy Forman,
Village Clerk/Treasurer