

**Village of Newberry
Planning Commission Meeting
Monday, July 23, 2018
Meeting Location: 302 East McMillan Ave.
Meeting Time: 6:00 p.m.**

1. Call to order:

Meeting was called to order by Chairman Vincent at 6:00pm

2. Pledge of Allegiance:

Chairman Vincent asked all to rise and pledge allegiance to the flag.

3. Rollcall:

Roll call was taken and Vincent, Hardenbrook, Stiffler, Dishaw and Vanatta were present

4. Approval of Agenda:

Motion by Vanatta with support from Hardenbrook to approve the agenda. A vote by voice was taken with all voting in the affirmative.

5. Approval of Minutes:

1. Planning Commission Meeting - Monday, April 23, 2018 at 6:00pm. Discussion by Vanatta as to if a meeting took place if there was quorum. Chairman Vincent stated a meeting did take place but due to lack of quorum, no business was discussed. Motion by Hardenbrook with support from Stiffler to approve the minutes. A vote by voice was taken with Vanatta, Vincent, Hardenbrook & Stiffler voting in the affirmative. Dishaw abstained
2. Planning Commission Meeting - Monday, June 25, 2018 at 6:00pm. Discussion by Vanatta to add "approval of the master plan" under item 10 (New Business). Motion with the addition "approval of the master plan" by Vanatta with support from Hardenbrook to approve the minutes. A vote by voice was taken with all voting in the affirmative.

6. Planning Commission Chairperson Announcements:

None

7. Communications from the Public:

Chairman Vincent opened the meeting to public comment and asked those interested in speaking to the Planning Commission to limit their comments to three (3) minutes.

1. Bruce Lane asked if Dishaw could be on the Planning Commission when he was also a member of the Village Council. Chairman Vincent said the issue was about to be addressed under "Petitions and Communications".

Chairman Vincent asked if anyone else had comments to express to the Planning Commission. Seeing none he moved on to the next agenda item.

8. Petitions and Communications:

1. Resignation from Planning Commission. Harold Dishaw gave his resignation at 6:05 pm due to being named to the Village Council

2. Letter from John Iacoangeli, Beckett & Raeder. The letter stated that the type of revisions made to the master plan did not require it to be reopened for public comment.

9. Unfinished Business:

None

10. New Business:

Mark Rivard, Zoning Administrator for Luce/Schoolcraft County discussed next steps after passing the master plan. He addressed the importance of setting up a zoning board of appeal, which would consist of three people. He recommended Dave and Vickie Fall. Both are highly qualified. One person should be from the Planning Commission. Mr. Rivard also made it very clear the importance of being very careful in setting up zoning ordinances, which takes a great amount of time and are subject to legal challenges.

Mr. Rivard stated we must have a Zoning Administrator, which would be well versed in the Planning and Zoning Enabling Act. He expressed the importance of reading and understanding the Michigan Planning Enabling Act and Michigan Zoning Enabling Act.

Mr. Rivard noted that Michigan State University Extension office offered a week long course for Zoning Administrators to become certified. He highly recommends that someone attend the class as this certification is recognized in most states.

Mr. Rivard stated that all zoning meetings are be done in public meetings, just not hearings. If something is tabled it has to be picked back up at the next public meeting.

11. Comments by Planning Commission Members:

None

12. Adjournment - Regular Session

With no further business before the Planning Commission a motion was made to adjourn the meeting at 6:27pm.