

Minutes of Three Oaks Planning Commission

8 January 2019

Planning Commission Orientation and Overview

6:00 P.M.

Prior to the meeting Chairman Svebakken and Ms Becky Harvey, McKenna and Associates, conducted an orientation and overview of the responsibilities of the Planning Commission, for the three new members of the Commission: Coleen Newquest, Village Council Representative; Jose Hernandez and Rob Woerdehoff.

Meeting Agenda

- 1) Chairman Svebakken called the meeting to order at 7:00 P.M. and asked Secretary Shawver to call the roll;
Present: Svebakken, Heemstra, Shawver, Wisner, Newquest, Hernandez and Woerdehoff
- 2) Introduction of guests and recognition of public.
Chairman Svebakken introduced Ms Becky Harvey, McKenna and Associates, Angela Reichert, Hank Binswanger, Bob and Janet Schuttler, and Village President Dave Grosse
- 3) Motion to approve the minutes of the 4 December 2018 meeting, as corrected, was made by Heemstra, seconded by Newquist and approved.
- 4) Agenda as presented was approved.
- 5) Report from Village Council, Village Manager and Zoning Board of Appeals
Village Council; Discussion with Colleen Newquist, Village Council member and appointed member to the Planning Commission took place; to explain her responsibilities to both the Village Council and PC in the facilitation of communication between the two bodies. No further report
Village Manager; No report
Zoning Board of Appeals No meeting, or report

Unfinished Business:

6) Master Plan Working Session;

Ms. Becky Harvey, McKenna and Associates, gave an update on the Master Plan preparation: McKenna and Associates have now incorporated all comments and suggestions of the Planning Commission, and pertinent comments from the surveys that had been gathered, and plan to have a copy of the revised Master Plan in our hands by 29 January, a week before our February meeting. This will allow members about a week to review the document before the February 5 meeting,

During discussion of the Master Plan, which included discussion of the numerous business changes taking place in the downtown area, Ms Harvey pointed out that any changes in the use of a building, other than single family residential buildings, requires a site plan review by the Planning Commission as set forth in Sec. 6.202 of the Village Zoning Ordinance/

New Business

7) Recreational Marijuana Discussion

After discussion of the request from Village Council that the Planning commission develop recommendations for the Village Council, regards their approval/disapproval for allowing Recreational Marijuana sales in the Village; it was agreed the Planning Board should develop a committee to thoroughly review the pros and cons of the question. Chairman Svebakken then proposed he appoint a chair and two additional members of the Commission, with the request the Chair further develop the committee. Chairman Svebakken then appointed Darlene Heemstra to Chair the committee with Colleen Newquest and Larry Shawver also serving, and requested the Chair to keep the Commission informed of their progress. Chairman Svebakken then recognized Hank Binswanger, who volunteered to serve on the Committee, as did Angela Reichert who was also in attendance at the meeting. With the Committee's Chair's agreement, Binswanger and Reichert were also appointed to serve..

8) Selection of Planning Commission Officers for 2019

After discussion it was moved by Newquest, seconded by Wisner, and approved; to nominate and elect the following:

Gene Svebakken, Chair

Darlene Heemstra, Vice-Chair

Larry Shawver, Secretary

9) There being no further comments from the members or the public, Rob Woerdehoff moved for adjournment, seconded by Hernandez and approved

