

Minutes of the Three Oaks Planning Commission
2 October 2018 meeting

Agenda:

Chairman Svebakken called the meeting to order at 7:00 PM and asked Secretary Shawver to call the roll:

Present: Svebakken, Heemstra, Shawver and Wagner
Absent: Binswanger, Wisner

Chairman recognized Ms Becky Harvey, McKenna and Associates, who was in attendance to facilitate the ongoing work on the Three Oaks Master Plan.

Motion to approve the minutes of the 4 September meeting was made by Wagner, seconded by Heemstra and approved

Motion to approve the agenda was made by Heemstra, seconded by Shawver and approved

1) Reports from Village Council, Zoning Board of Appeal and Staff:

The Zoning Board of Appeal held a brief meeting to review a zoning request, which was denied.

No report from Manager or Council.

2) Master Plan Working Session:

Ms Harvey, McKenna and Associates, then facilitated a discussion of a Planning Commission and Downtown Development Authority Master Plan Update memo which McKenna had prepared as a result of the Joint meeting held by the Commission and DDA on 26 September (dated 1 October 2018 attached to the minutes)

McKenna and Associates will now take the updated information, general remarks and input from the our meeting, combined with information gained from the Community-Wide Survey, to further refine the Master Plan Update. McKenna feels we should try to get 250-300 completed surveys from village residents, so the decision has been made to continue to receive survey (received 158 completed surveys to date).

3) Chairman informed the Board of the resignation of Colby Cade from the Planning Commission, due to increased responsibilities of work and family. The Planning Board received the news with regrets and asked the Village Manager to send a letter of appreciation for his service to the Village.

4) Joint Township and Village Planning Board Meeting.

Chairman Svebakken opened discussion regards the advice of holding a joint Planning Board meeting with the Three Oaks Township Planning Board. After discussion regards the merits of the idea it was agreed that Chairman Svebakken would discuss this with Township Supervisor George Mangold

Receiving no further comments from the Board Chairman Svebakken asked for a motion to adjourn. Such motion was made by Wagner, seconded by Shawver and approved.

Next Planning Commission meeting will be held on 13 November 2018 due to the elections on the 6th.

