

Minutes of the Three Oaks Planning Commission
7 May 2019 Meeting

In the absence of Chairman Svebakken (excused absence), Darlene Heemstra called the meeting to order and asked Secretary Shawver to call the roll.

Present: Heemstra, Hernandez, Shawver and Woerdehoff

Absent: Svebakken, Newquist and Wisner

Village Manager Mike Greene was also present

- 1) Shawver moved and Woerdehoff seconded, motion to approve the minutes of the 2 April 2019 (regular meeting) and 23 April 2019 Special meeting. Motion approved.
- 2) Hernandez moved and Heemstra seconded, approval of the agenda which was then approved.
- 3) There were no reports from the Village Manager, Village Council or Zoning Board of Appeals.
- 4) Special Land Use Application----Retail Fireworks Tent.

Andrew Macgregor had previously made an application to place a large tent for the use of retail sales on approved property, which the Planning Commission had asked for additional information before granting approval. Mr Macgregor was present at the meeting and provided the requested information; The retail tent will be operating between 15 June and 8 July, 10:00 am and 8:00 pm except on 4 July when they will be open from 8:00am to 9:00pm, Questions regarding security for the inventory were also satisfactory answered, with assurances there would not be large amounts of signage used

After discussion Shawver moved to approve the request, motion was seconded by Hernandez. The motion was approved three to one, with Woerdehoff requesting his no vote be noted.

- 5) Master Plan working session:

Version 6 of the Three Oaks 2050 Plan were distributed with the request the Commission members review this final draft and come to the June meeting prepared to discuss and, hopefully approve the plan so it might be passed onto the Village Council for their approval pending a public Hearing.

- 6) The 2018 Annual Report of the Planning Commission was reviewed, and after discussion Shawver moved for its approval. Motion was seconded by Heemstra and approved. The Annual Report will now be forwarded to the Village Council.
- 7) Village Manager Greene asked the Commission members to bring any additions they may have for the 2019-20 Planning Commission Budget to the June meeting for discussion.
- 8) Recreational Marijuana Committee;
Bob Woerdehoff reported the Marijuana Committee had met and assignments were made.
- 9) The Sidewalk Committee report was reviewed, after discussion Hernandez moved for approval, which was seconded by Shawver and approved. It was agreed that a memo to the Village Council be drafted by Shawver expressing Planning Commission support for review of the current Village sidewalk ordinance.
- 10) The Chair then noted that we were finished with the agenda and asked if there were questions or comments from the public or Commission members. Jose Hernandez then asked for clarification on the Village Fire Ordinance as he had a recent experience regarding interpretation of how close a fire could be to a building structure. Village Manager Greene was aware of the incident and provided Jose with a satisfactory explanation.
- 11) Chair Heemstra then informed the next meeting would be 4 June, and adjourned the meeting