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City of Fraser

CENTENNIAL COMMUNITY

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**PLANNING COMMISSION MINUTES
CITY OF FRASER
33000 GARFIELD, FRASER, MI 48026
JUNE 1, 2022
7:00 P.M.
Approved as Amended August 3, 2022**

A regular meeting of the City of Fraser Planning Commission Meeting was held on Wednesday, June 1, 2022 at 7:00 P.M. The meeting was held in City Council Chambers, 33000 Garfield Road, Fraser, MI 48026.

1. CALL MEETING TO ORDER

Chairman Warunek called the meeting to order at 7:00 p.m.

Chairman Warunek led the Pledge of Allegiance.

2. ROLL CALL

PRESENT: Chairman Warunek Members: Barr, Czarnecki, Farina, Keil, Meyer and Perry

ABSENT: None

OTHERS: City Planner Paul Urbiel, City Planner Alicia Warren, City Attorney Haley Tomich, City Clerk Cindi Greenia

3. APPROVAL OF AGENDA – REGULAR MEETING JUNE 1, 2022

Commissioner Czarnecki noted that the year of the minutes to be approved as listed on the agenda should have been 2022 not 2021.

Motion by Czarnecki supported by Keil to approve the agenda as amended noting the year of the minutes to be approved should be 2022 not 2021 as indicated.

AYES: Barr, Czarnecki, Farina, Keil, Meyer, Perry, Warunek

NAYS: None

Motion Carried

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4. CHAIRPERSON'S OPENING REMARKS

Chairperson Warunek made the following remarks:

Chairperson Warunek read the formal statement relative to the powers of the Planning Commission and the facts and conditions for granting site plan approval.

5. APPROVAL OF MINUTES – REGULAR MEETING MARCH 2, 2022

Commissioner Czarnecki indicated she had amendments to make to the DRAFT minutes from the March 2, 2022 Planning Commission meeting.

Motion by Farina supported by Keil to approve the minutes of the March 2, 2022 City of Fraser Planning Commission Meeting as amended.

AYES: Barr, Czarnecki, Farina, Keil, Meyer, Perry, Warunek

NAYS: None

Motion Carried

6. NEW BUSINESS

A. Public Hearings: None

B. Site Plan and Other Reviews: None

C. Training and Refresh Presentation: Planning Commission Roles and Decision Making Scope

City Planner Paul Urbiel reviewed a presentation with the Planning Commission regarding the basic duties as to the Roles and Decision Making Scope of the Planning Commission. He indicated that he understood this was fairly basic information but in light of having one new commission member he felt it was a good idea to go over this again.

He reviewed the laws that govern the responsibilities of the Planning Commission. He compared their roles to that of the City Council as well as the Zoning Board of Appeals.

He then covered that the two main tools for the Planning Commission were the Master Plan – looking toward the future and what will be – a guide - and the Zoning Ordinance – looking at what is – the law.

He then explained the various procedures that the Planning Commission was a part of and the process for completing those – inclusive of reviews by various City Departments as well as what required public hearings and what needed final approval by City Council.

He reviewed Planned Unit Developments and Non-Conformities and how the law viewed each of those. Commissioner Farina brought up the sign ordinance at this time and asked about possible changes to it.

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Finally he spoke regarding public hearings and dealing with resident input and reminded them that everyone should get fair and impartial treatment.

When Mr. Urbiel had completed his presentation Chairman Warunek stated that while he knew this was very basic information, after speaking to Mr. Urbiel they agreed that it was good to refresh everyone on this type of information. He said he felt it was a good idea to meet for this type of training – it was good for the members of the Planning Commission. Mr. Urbiel then noted that he welcomed input from all Planning Commission members as to what types of training they would find valuable and useful. If they had some thoughts on this to please contact him and they would work on a presentation on that subject.

Commissioner Farina referred to a meeting a few years back where both the Planning Commission and Zoning Board of Appeals were in a joint meeting for training. It might be a good idea to do something of this nature again. It was very helpful.

Discussion was had on why there was a lack of new business coming before the Commission. Mr. Urbiel stated there were six to 10 things going on right now but none seemed to be at a point where they were coming to the Commission at this time.

At this time Chairman Warunek indicated that he was very pleased to get the Planning and Zoning update that Mr. Urbiel had provided them – the Commissioners were getting questions and now had information to share with the residents. Mr. Urbiel noted this would be a part of all future packets and did not require any formal action from the Commission.

Commissioner Farina asked about the status of Hockeyland. Mr. Urbiel updated the Commission on this – the City is still waiting on information on the parking arrangements. Mr. Farina also asked regarding the property at 13 Mile and Groesbeck. Mr. Urbiel indicated that the site plan had expired and the building was for sale at this time.

D. Staff Update on 2022 Parks and Recreation Master Plan

Mr. Urbiel reviewed that the kick-off meeting for the Parks and Recreation Master Plan had taken place. The focus seemed as though it was going to be on the Parks and Recreation facilities. He shared with the Commission that he had a brief survey he would be asking them to take on this matter. He also welcomed comments.

Chairman Warunek asked about the proposed dog park, Commissioner Meyer asked about the Charles Reindel Park. Mr. Urbiel assured all Commission members that he would be going out to get photos of all the parks for the plan.

E. Correspondence: Roseville Master Plan Adoption

Mr. Urbiel noted the letter from the City of Roseville stating they had adopted a new Master Plan. No action was required.

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7. UNFINISHED BUSINESS

None at this time.

8. PUBLIC COMMUNICATIONS ON NON-AGENDA ITEMS

None at this time.

9. ZONING BOARD OF APPEALS MEMBER LIAISON REPORT

Commissioner Farina stated that they had not met in a couple of months. Discussion was had on this. Did the City have someone checking into possible issues that may arise? Mr. Urbiel assured them that the City Code Enforcement Officer was very busy.

10. COMMISSIONER'S COMMENTS AND ITEMS OF INTEREST / CONCERN

Commissioner Barr said she was very happy to see ~~and hear the activity outside~~ the tennis courts have been opened (*Corrected*).

Commissioner Czarnecki had nothing at this time.

Commissioner Farina wished everybody health and happiness and added he wished everyone a great summer.

Commissioner Keil had nothing at this time.

Commission Meyer was welcomed by Chairman Warunek. She noted that her comments were going to be regarding Hockeyland, 13 Mile and Groesbeck property and Reindel Park. They had all been addressed.

Commissioner Perry had nothing at this time.

At this time Commissioner Farina asked about Taco Bell. They wanted Mr. Urbiel to check into the situation with the plants that were required to help shield the headlights.

Chairman Warunek stated that was going to be his comment – about Taco Bell.

City Clerk Greenia said it was very nice to see everyone again.

City Planner Urbiel had nothing at this time.

City Planner Warren said she was glad to be here and see everyone.

City Attorney Tomich reintroduced herself and said we would probably be seeing more of her.

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11. ADJOURNMENT

Motion by Farina supported by Keil to adjourn the meeting at 8:03 p.m.

AYES: Barr, Czarnecki, Farina, Keil, Meyer, Perry, Warunek

NAYS:

Carried

Motion

Respectfully Submitted:

Cindi Greenia, Clerk
City of Fraser