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City of Fraser

CENTENNIAL COMMUNITY

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FRASER PLANNING COMMISSION MEETING MINUTES CITY COUNCIL CHAMBERS 33000 GARFIELD, FRASER, MI 48026 WEDNESDAY, JANUARY 4, 2023 AS APPROVED FEBRUARY 1, 2023

A regular meeting of the City of Fraser Planning Commission Meeting was held on Wednesday, January 4, 2023 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 7:01 p.m.

Chairman Warunek led the Pledge of Allegiance

2. ROLL CALL

PRESENT: Barr, Czarnecki, Farina, Meyer, Perry, Keil and Warunek
ABSENT: None
OTHERS: Planner Andrew Littman, Attorney Haley Tomich, Planner Alicia Warren,
City Clerk Greenia

3. APPROVAL OF AGENDA – REGULAR MEETING JANUARY 4, 2023

Motion by Keil supported by Farina to approve the Planning Commission Agenda for the January 4, 2023 City of Fraser Planning Commission Meeting as presented.

AYES: Barr, Czarnecki, Farina, Meyer, Perry, Keil, Warunek
NAYS: None

Motion Carried

4. CHAIRPERSON'S OPENING 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 NOVEMBER 2, 2022

Motion by Meyer second by Perry to approve the minutes of November 2, 2022 as amended.

AYES: Barr, Czarnecki, Farina, Meyer, Perry, Keil, Warunek
NAYS: None

Motion Carried

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At this time, Commissioner Farina asked if Planning Commission could get an update on the status of all of the shared drive and parking agreements from the attorney's office.

6. NEW BUSINESS

A. Public Notices – none at this time

B. Site Plan and Other Reviews: None at this time

C. Zoning Ordinance Text Amendment: Sec. 32-221 Establishment of Board

Discussion was had on the proposed amendment to the Zoning Ordinance. The addition of allowing City Council to appoint as many as two (2) alternates was reviewed. Planner Littman and Attorney Tomich fielded questions on this matter.

The process of getting this proposed DRAFT amendment to City Council was had. It was noted that Planning Commission's role was to review the DRAFT and then either recommend or not recommend approval of the Zoning Ordinance amendment to City Council. Chairman Warunek stated he was happy to see this proposed amendment.

Motion by Farina, supported by Keil to recommend to City Council approval of the proposed amendment to City of Fraser Zoning Ordinance Section 14.00, Codified as Section 32-221 of the City Code of Ordinances regarding giving City Council authority to appoint as many as two (2) alternate members to the Zoning Board of Appeals.

Commissioner Farina asked that the ZBA be made aware of this proposed amendment tomorrow night.

Roll Call Vote:

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

NAYS: None

Motion Carried

D. Planning Commissioner Vacancies and Candidates Interviews

Planning Commissioner Kathy Czarnecki term has officially ended as of December 31, 2022. She has submitted her application for reappointment to the Planning Commission for another three (3) year term. There were no other applicants to fill this vacancy at this time.

Planning Commission discussed this matter and agreed that Commissioner Czarnecki was a great asset to the City of Fraser and its Planning Commission.

Motion by Farina, supported by Warunek to recommend to City Council the reappointment of Kathy Czarnecki to the City of Fraser Planning Commission with a term ending December 31, 2025.

Roll Call Voted:

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

NAYS: None

ABSTAIN: Czarnecki

Motion Carried

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E. Elect Planning Commission Officers

Nominations were held for the office of Planning Commission Chairman as follows:

Nomination by Farina with support by Warunek for Kathy Czarnecki to be Chairman of the City of Fraser Planning Commission.

Commissioner Czarnecki accepted the nomination.

Hearing no other nominations, according to the Planning Commission By-Laws, Kathy Czarnecki was deemed to be the City of Fraser Planning Commission Chairman through December 31, 2023.

Discussion was had about concerns that Commissioner Czarnecki would not be approved by City Council by the time of the next Planning Commission meeting. City Clerk Greenia indicated she would speak to City Manager Leven to see if they could add this item to the agenda for next week.

Nominations were held for the office of Planning Commission Vice-Chairman as follows:

Commissioner Keil with support from Commissioner Czarnecki nominated Frank Farina for the office of City of Fraser Planning Commission Vice-Chairman.

Commissioner Farina accepted the nomination.

Commissioner Czarnecki with support from Commissioner Barr nominated Commissioner Perry for the office of City of Fraser Planning Commission Vice-Chairman.

Commissioner Perry accepted the nomination.

At this time a silent vote was taken for the office of the City of Fraser Planning Commission Vice-Chairman.

Attorney Haley Tomich counted the votes. Commissioner Perry received four (4) votes for the office of Vice-Chairman Commissioner Farina received three (3) votes for the office of Vice-Chairman.

Commissioner Perry was deemed as Vice-Chairman of the City of Fraser Planning Commission at this time through December 31, 2023.

Nominations were held for the office of Planning Commission Secretary as follows:

Commissioner Warunek with support from Commissioner Czarnecki nominated Commissioner Keil for the office of the City of Fraser Planning Commission Secretary.

Commissioner Keil accepted the nomination.

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Hearing no other nominations according to the Planning Commission By-Laws Commissioner Keil was deemed to be the Secretary of the City of Fraser Planning Commission through December 31, 2023.

F. 2023 Planning Commission Calendar

Discussion of the proposed meeting Calendar was had. Concern was with the proposed meeting on July 5, 2023.

Motion by Czarnecki, supported by Keil to approve the City of Fraser Planning Commission 2023 meeting dates as recommended excepting the July 5, 2023 meeting will be changed to July 17, 2023.

AYES: Barr, Czarnecki, Farina, Meyer, Perry, Keil, Warunek
NAYS: None

Motion Carried

July 17, 2023 is a Monday.

7. UNFINISHED BUSINESS

Nothing at this time.

8. PUBLIC COMMUNICATIONS ON NON-AGENDA ITEMS

Nothing at this time.

9. ZONING BOARD OF APPEALS MEMBER LIAISON REPORT

Commissioner Farina noted they had not had a meeting since October of 2022. Mr. Michael Lesich was a new Zoning Board of Appeals member.

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

Commissioner Barr had no comment but wished everyone a very happy 2023.

Commissioner Czarnecki thanked everyone for their nomination.

Commissioner Farina noted he would like to see some update on items on the monthly Planning and Zoning Report. He wanted to see all the parking lot and driveway agreements.

He then shared there was a fish fry at the Knights of Columbus this Friday. It was the last one of the year. It would begin at 4:00 p.m. and run until 6:00 p.m.

Commissioner Keil had nothing at this time.

Commissioner Meyer had nothing at this time.

Commissioner Perry had nothing at this time.

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Chairman Warunek thanked everyone for allowing him to serve as Chairman Of the Planning Commission.

Commissioner Farina then had a few other comments. He wondered when the Annual Planning and Zoning Report would be coming out. Planner Littman stated they would have it at their next meeting

Commissioner Czarnecki had concerns regarding Site Plan 2022-03 and the fact that there appears to be tenants in the building already. She asked if that was allowable without final Site Plan Approval?

Commissioner Farina stated there were some newer members on the Zoning Board of Appeals and Planning Commission. He would like to see McKenna pair with our Attorneys to set up a training session for everyone like they had a few years ago. He would like this done free of charge to the City, perhaps in December of this year.

He stated he would like to know what was happening to the proposed updated Sign Ordinance that Mr. Urbiel was working on. Mr. Littman stated he would check into that and start working on it.

11. AJDOURNMENT

Motion by Farina supported by Keil to adjourn the meeting at 7:51 p.m.

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

NAYS: None

Motion Carried

Respectfully submitted:

Cindi Greenia, Clerk
City of Fraser