



CITY MANAGER

Elaine Leven

CITY CLERK

Cynthia Greenia

City of Fraser

CENTENNIAL COMMUNITY

MAYOR

Michael Carnagie

MAYOR PRO-TEM

Patrice M. Schornak

COUNCIL

Amy Baranski

Kathy Blanke

Suzanne Kalka

Patrick O'Dell

Dana Sutherland

**CITY OF FRASER
PLANNING COMMISSION MEETING MINUTES
33000 GARFIELD, FRASER, MI 48026
DECEMBER 6, 2023
As Approved January 3, 2024**

A regular meeting of the City of Fraser Planning Commission Meeting was held on Wednesday, December 6, 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 Czarnecki called the meeting to order at 7:00 p.m.

Chairman Czarnecki led the Pledge of Allegiance.

2. ROLL CALL

PRESENT: Barr, Czarnecki, Farina, Keil, Meyer, Warunek

ABSENT: None

OTHERS: City Attorney Alyssa Ericson, City Planner Lauren Sayre, City Clerk Greenia

3. APPROVAL OF AGENDA – REGULAR MEETING DECEMBER 6, 2023

Motion by Farina seconded by Keil to approve the agenda as presented.

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

NAYS: None

Motion Carried

4. CHAIRPERSON'S OPENING REMARKS

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

FRASER PLANNING COMMISSION MEETING MINUTES
December 6, 2023 7:00 P.M.

5. APPROVAL OF MINUTES – REGULAR MINUTES NOVEMBER 1, 2023

Motion by Keil seconded by Warunek to approve the November 1, 2023 meeting minutes as presented.

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

NAYS: None

Motion Carried

6. NEW BUSINESS

A. Public Hearings: None

B. Site Plan and Other Reviews:

1. Adopt 2024 Meeting Calendar for Planning Commission

Discussion was had on the proposed meeting dates for the City of Fraser Planning Commission. The Commission agreed that they would change the meeting date for July 2024 from July 3 to July 15. Commissioner Farina noted that all “alternate” dates were the third Monday of the month for Planning Commission.

Motion by Czarnecki supported by Warunek to adopt
The City of Fraser 2024 Planning Commission Meeting Calendar as follows:

January 3, 2024	February 7, 2024	March 6, 2024
April 3, 2024	May 1, 2024	June 5, 2024
July 15, 2024	August 7, 2024	September 4, 2024
October 2, 2024	November 6, 2024	December 4, 2024

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

NAYS: None

Motion Carried

7. UNFINISHED BUSINESS

1. Discussion of Sign Ordinance

City Planner Sayre and Attorney Ericson reviewed the portions of the Sign Ordinance Review dealing with enforcement, standards for permanent freestanding signs and wall signage. Commission had suggestions for verbiage they would like to see in the Ordinance once drafted. Some of these concerns were the amount of time a message could stay up on an Electronic Message

FRASER PLANNING COMMISSION MEETING MINUTES

December 6, 2023 7:00 P.M.

Board, requirements for enforcement of pylon signs older than ten (10) years – maybe reinspection required. 15' being very high for signs other than in the commercial district – all district with their heights allowed should be noted in the new Ordinance, home occupation and ground signs – are they allowed – what about rope LED lights in windows of businesses.

Planner Sayre and Attorney Ericson stated they would make sure to encompass those in the draft of the Ordinance.

8. PUBLIC COMMENT ON NON-AGENDA ITEMS

Nothing at this time.

9. MONTHLY REPORT

Chair Czarnecki had a question on the current status of Hockeyland. Attorney Ericson stated they were not using the drive-thru so the Special Land Use and the Conditions put upon it were no longer in play. They did draft a Temporary Occupancy Permit that requires numerous conditions be met by the restaurant regarding planning and engineering items. These must be met within thirty days.

10. ZONING BOARD OF APPEALS LIAISON REPORT

Commissioner Farina reported that last month the Zoning Board of Appeals held a meeting at which the applicant for the variance did not show up to the meeting nor notify anyone they were not coming. Since that time, it has come to the attention of the City Administration that because the Public Hearing was never opened this variance request would need to be re-noticed. His takeaway from that was to always make sure to open the public hearing even if the applicant is not present and give a date certain to postpone to. The applicant would be back at the ZBA meeting tomorrow night and a new Public Hearing date would be set at that time.

Also, former ZBA Chairman Mark Stimac was being presented a Special Tribute signed by Governor Whitmer and presented to him by State Senator Klinefelt. He was hoping everyone could attend. After the meeting they would be meeting at the Fraser Knights of Columbus to celebrate and all were invited. Mr. Stimac was exceptional and he mentored Commissioner Farina. He was very professional – other cities would come in to watch the ZBA when Mr. Stimac was there to see how a good meeting was run.

Commissioner Farina indicated that the ZBA was currently down two (2) Board Members and indicated that we were looking for residents to step up and volunteer for this Board.

FRASER PLANNING COMMISSION MEETING MINUTES
December 6, 2023 7:00 P.M.

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

Nothing from Commissioner Meyer at this time.

Nothing from Commissioner Farina at this time.

Commissioner Keil asked Commissioner Farina about the possibility of the ZBA having alternates. Commissioner Farina noted they were looking at this as well.

Commissioner Warunek congratulated Mr. Stimac on his many years of service to the City. He wished everyone a joy filled holiday season and a Merry Christmas.

Commissioner Barr wanted to formally thank the City of Fraser Department of Public Safety for their assistance over the past few months with some issues with a family member. She said they were extremely professional and did great work.

Chair Czarnecki stated that Planner Sayre was doing a great job with the Sign Ordinance.

City Clerk Greenia wished everyone a Merry Christmas and thanked Planning Commission for always being so good to her.

Chair Czarnecki noted that both Commissioner Farina and Commissioner Keil had been approved for reappointment by the City Council.

Chair Czarnecki stated that she, too, learned a lot from Mr. Stimac during her time with him at the City of Troy. He was also her mentor.

She did question whether the City would consider putting up signs by new developments for purposes of informing the residents. She wished everyone a happy holiday and she would see everyone in January.

12. ADJOURNMENT

Motion by Keil seconded by Meyer to adjourn at 8:10 p.m.

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

NAYS: None

Motion Carried.

Respectfully
Submitted:

Cindi Greenia, Clerk
City of Fraser