

Laurium Village Planning Commission

Monday, November 08, 2021

Laurium Village Hall & GoToMeeting

Present for Roll Call: Carlson K, Carlson M, Djerf, Interim-Manager & Clerk Golus, Robbins Jr, Sullivan

Absent: Terrill

Guests: None

The meeting was called to order in-person and virtually by Chairwoman Carlson at 6:30 PM.

A motion to approve the **Agenda** was made by Carlson M and seconded by Sullivan.

A motion to amend the **Minutes** of the September meeting was made by Robbins Jr. and seconded by Sullivan.

Old Business:

Sullivan provided the commission with an update on the village manager search.

Carlson provided the commission with an update from Trustee Hrebec regarding the press release for the planning commission.

New Business:

Best Practice- Boards & Commissions Update

Chairwoman Carlson provided the commission with an update on the MEDC baseline report.

This document will be posted to the commission website once functional.

The commission reviewed examples of bylaws to structure our organization after.

Robbins Jr and Sullivan discussed the Michigan Planning and Enabling Act and its various restrictions/conditions.

Chairwoman Carlson discussed updating our village ordinance to suit the commission's current needs.

The commission discussed the number of members it should have in order to be effective and fair. Chairwoman Carlson proposed that the commission consist of seven members.

Chairwoman Carlson discussed a potential zoning board of appeals.

Review MEDC Report & Discuss Priorities

Chairwoman Carlson discussed two major goals for the commission: crafting an RFP (Request for Proposal) and a technical assistance match grant. These goals are in regards to our future zoning ordinance and the master plan for the village.

Chairwoman Carlson also discussed the process of implementing bylaws.

Djerf asked the commission about which elements [of the zoning ordinance or master plan] the commission will need assistance with. The commission discussed and agreed to revisit the topic once we were further into development of the master plan.

The commission decided to break the work down into smaller parts. Members were assigned the following:

Djerf and Robbins Jr to work on the bylaws. Djerf will contact Calumet Village for a sample of their bylaws.

Sullivan to work on updating the planning commission ordinance.

Chairwoman Carlson to work on the RFP.

Carlson M to work on the technical assistance portion.

Training:

Chairwoman Carlson discussed annual training requirements expected of the planning commission. Members are to update the group monthly on training progress.

Chairwoman Carlson discussed an upcoming training session offered by the MEDC, December 9, 2021 from 6-7:30 PM regarding Capital Asset Management Plans.

Unfinished Business:

Public Participation plan was not discussed, will be discussed at the December meeting.

Other Comments:

Robbins Jr. discussed Open Meetings Act rules with the members. As a group we agreed to post approved minutes to the website, once the Planning Commission section was created. All members agreed that transparency with the public is of the utmost importance.

The meeting adjourned by Chairwoman Carlson at 7:31 PM

Respectfully submitted,

Jaikob M. Djerf, Planning Commission Secretary

Village of Laurium