

**PLANNING COMMISSION MINUTES Regular Meeting
December 3, 2019**

CALL TO ORDER: The December 3, 2019, Planning Commission meeting was called to order by Chairperson Brummette at 7:00 p.m.

PRESENT: Chairperson Brummette, Commissioners Bly, Snyder, Hoy, Clarke, Gonzalez-Pennington.

ABSENT: Commissioner Harag.

ALSO PRESENT: Deputy City Clerk Walters, Community Development Director Myrkle and Mayor Pro-Tem Armitage.

APPROVAL OF MINUTES:

Motion by Commissioner Gonzalez-Pennington, second by Bly to approve the minutes of June 4, 2019 as presented. Carried. 6 Yes. 0 No.

APPROVAL OF AGENDA:

Motion by Commissioner Gonzalez-Pennington, second by Clarke to approve the agenda. Carried. 6 Yes. 0 No.

EARLY PUBLIC COMMENT: None.

NEW BUSINESS:

A. PLANNING COMMISSION BEST PRACTICES FOR MEETINGS DISCUSSION:

Director Myrkle, stated he would like to see more training for the Planning Commission and offered assistance in helping commissioners with finding opportunities. He presented part of a

presentation he attended regarding Planning Commission Best Practices.

Discussion was held regarding availability of training online and in-person.

B. 2019 PLANNING COMMISSION ANNUAL REPORT (DRAFT):

Director Myrkle reviewed the draft of the Planning Commission Annual Report to City Council.

Director Myrkle also reviewed current vacancies in the Planning Commission and terms coming up to be renewed or filled.

Commissioner Snyder moved to accept the Planning Commission Annual Report to City Council as presented, supported by Commissioner Bly. Carried. 6 Yes. 0 No.

C. 2020 MEETING DATES:

Director Myrkle, introduced the proposed Meeting Dates for 2020 as follows:

CHARLOTTE PLANNING COMMISSION	1st Tues monthly except for *Election Days or Holidays.	COUNCIL CHAMBERS 2nd Floor City Complex 111 E. Lawrence Ave Charlotte MI 48813
	Tuesday, January 7	7:00 P.M.
	Tuesday, February 4	
	Tuesday, March 3	
	Tuesday, April 7	
	Tuesday, May 5	
	Tuesday, June 2	
	Tuesday, July 7	
	*Tuesday, August 11	
	Tuesday, September 1	
	Tuesday, October 6	
	*Tuesday, November 10	
	Tuesday, December 1	

LATE PUBLIC COMMENT: Mayor Pro-Tem Armitage, stated he feels the City Council function should be separated from the role of Zoning Board of Appeals. He stated the ZBA can be used as an incubator for future Planning Commission members.

Discussion was held regarding the effects, consequences, and concerns of separating ZBA and City Council.

There being no further business, Commissioner Snyder moved second by Bly to adjourn. Chairperson Brummette adjourned the meeting at 7:56 p.m.

Jessica Walters, Deputy City Clerk

Commissioner Snyder moved to accept the 2020 Meeting Dates as Presented, supported by Commissioner Hoy. Carried. 6 Yes. 0 No.

REPORTS, COMMENTS, CORRESPONDENCE:

STAFF REPORT:

Director Myrkle stated Tuesday December 10th at 6:00p.m., in the Congregational Church Annex, there will be a Vision 2020 meeting that he encouraged Planning Commission to be represented in.

Chairperson Brummette asked if there has been any interest in the openings for Planning commission. Deputy Clerk Walters stated that no applications have been received in the Clerk's office.