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**FIFE LAKE AREA (FLAPC)  
PLANNING COMMISSION  
ZOOM APPROVED MINUTES  
OCTOBER 27, 2020**

Eby Call the meeting to order with Pledge of Allegiance

**ROLL CALL:** Chrissy Ingersoll, Forest Area School Board-Absent, Brenda Wyatt-Fife Lake Township Planner, Mary Kelley-Fife Lake Village Council, Pam Lawrence-Fife Lake Township Planner, Dawn Zimmerman-Fife Lake Township Board Trustee-, David McGough-Fife Lake Village President, Marcia Eby- Fife Lake Village Planner. 6 members Present, Quorum Established.

Also Present- Fife Lake Township Zoning Administrator, Debbie Rodriguez, Fife Lake Village Clerk, Tessa Johnson.

**Approval of Agenda**

Eby approving the Agenda change the Minutes approval date to September 8, 2020. All in Favor, **Motion Carried.**

**Approval of Minutes**

Kelley made **Motion** to approve the September 8, 2020 Minutes, Wyatt Seconded. All in Favor, **Motion Carried.**

Dawn Zimmerman wanted to bring up the Conflict of Interest issue that was questioned at prior meetings. According to the FLAPC By-Laws adjacent property owners to Short Term Rentals or any other business could potentially be a Conflict of Interest, however legally if there is no financial gain there is no conflict of interest per Elise. Zimmerman would like to get the FLAPC consensus on the Medical Marijuana Site Plan for Mr. McInnis as her property is adjacent to his. Wyatt feels because there is no financial gain, Zimmerman should be a part of the discussion.

Eby made **Motion** to take a vote for Board consensus on By-Laws verses real law for Zimmerman to follow conflict of interest rules. Yes=Conflict, No= No Conflict. Roll Call Vote Finds; Lawrence-Yes, Wyatt-No, Kelley-Yes, McGough-Yes, Zimmerman-No, Ingersoll-Absent. Eby-Yes 4-Yes, 2-No, 1-Absent. Zimmerman can be a part of the discussion but cannot vote per Conflict of Interest-**Carried.**

**CITIZEN COMMENT**

Gerianne Street-No Comment

Zimmerman has questions on the Site Plan – Name on the Site Plan, Representative Sean McInnis’s name does not appear anywhere on Site Plan or Permits or Applications.

Site Plan does not reveal setbacks

Nothing about Drive-way on left side no information about water run off or drainage.

Wetlands in the back of property not addressed.

Land division not approved, is the 400 feet beyond considered commercial.

Fife Lake Township Zoning Ordinance still needs to be followed for Site Plan Review. Site Plan has to be in compliance regardless of time lines.

Zimmerman feels the FLAPC is not qualified to answer these questions without professional planner input.

Mr. McInnis has professional architect working on his Site Plan he turned in July of 2020, therefore thinks it meets all requirements.

Eby asked Mr. McInnis to stop attacking Dawn Zimmerman as the conflict of Interest is not a legal matter.

The Site Plan was not updated and turned in 48 hours after September meeting but received today at 4:00 pm along with Dan Ellis's Site Plan therefore they will not be acted on today. Planners have not had the proper time to look at the information provided.

FLAPC needs to hire a Professional Planner such as Williams & Works to help with Zoning the conjoining of Master Plan and these Site Plans. The contract should include the Fife Lake Village.

Kelley asked if the money will come from the municipalities budget or the Grant. The Grant will cover most of the costs, there is a \$2500 match, split between the Township and Village. The Site Plans review will be an extra charge. If the Site Plan is Medical Marijuana related, monies will come from the Medical Marijuana fund.

Wyatt made **Motion** to approve the proposed contract with Williams & Works, Lawrence Seconded. Roll Call Vote Finds; Eby-Yes, Lawrence-Yes, McGough-Yes, Kelley-Yes, Zimmerman-Yes, Wyatt-Yes, Ingersoll- Absent. 6-Yes, 1-Absent, **Motion Carried.**

### **New Business**

Dan Ellis was not aware of FLAPC meeting this month so he was not able to get plan to commissioners before today. Eby reiterated the Planners will need time to look over Site Plan along with Professional Planner therefore they would not be acting on it today. The next meeting will be November 10, 2020 will Mr. Ellis will be able to have permits with updated plan by then.

Zimmerman asked if plan could include information on signage and maybe a clearer Site Plan is the drawing was not very clear.

Zoning Administrator, Debbie Rodriguez asked if Mr. Ellis had a plan to close off the drive way to Vans Lane as this is not a legal access/egress.

Mr. Ellis asked when would be a good time to drop off updated Site Plan Rodriguez said any time except election day will work.

Kelley asked if Planner will be at the November meeting.

Eby has extended an invitation to Andy Moore from Williams & Works, hoping he will be here.

McGough asked if a snow fence would suffice during the winter months or until better landscaping can be put in place.

Mr. Ellis did not see where a fence was required when a road came between properties.

Eby suggested we see what Planner has to input according to section 4.37 of Ordinance. This information was sent to Mr. McInnis three weeks ago.

Sean McInnis Site Plan. McInnis thought he would get a special 48-hour notice meeting for his Site Plan.

The Site Plan was never received by Commissioners until 4:00 this afternoon. This does not give them sufficient time to review updates. Also, the 48-hour notice goes to the public not to the board the Board needs time to pass on the notice so we need information way before 48 hours.

McInnis would like the FLAPC to commit a time frame to him since Zimmerman set back the last promise made.

Lawrence stated Zimmerman was not the only one with concerns on his Site Plan. There is a lot of missing information the Board is not comfortable passing without Professional Planner input. The Site Plan is incomplete no signage or setbacks included but is required by the Township zoning ordinance. While time is of all essence, we need more information not included in this Site Plan. The Planner will need to review, many questions came up after the September meeting as well.

Mr. McInnis said he expedited plans to Eby, Lawrence reiterated Planners have not seen anything until today after 4:00 pm.

Eby no actions will be made until Planner reviews.

## **Old Business**

Orv Ordinance has some corrections/additions. Under definitions letter E, ORV does not include Snowmobiles needs to be removed and adding sidewalks need to be added.

Zimmerman what streets are considered State and Federal in the Village. State and Boyd are both State Streets and 131 Village portion by Beacon & Bridge is Federal. Last page should probably include Township since it is going to be a joint Ordinance.

Wyatt asked if there are existing State laws that prohibit snowmobiles on sidewalks. No laws that enable the police to enforce until there is an Ordinance in place.

The FLAPC will advise the Village Council of the Ordinance if passed.

McGough made **Motion** to adopt the ORV Ordinance with corrections and additions, Kelley Seconded. Roll Call Vote Finds; Lawrence-Yes, Kelley-Yes, McGough-Yes, Wyatt-No, Zimmerman-Yes, Eby-Yes, Ingersoll-absent. 5-Yes,1-Np, 1-Absent, **Motion Carried.**

Joint Master Plan and Recreation Plan sending to Andy Moore of Williams & Works.

Sign Ordinance- Ongoing

Pugsley Update- Nothing at this time.

**Agenda items for November 10, 2020 meeting.**

Williams & Works, Andy Moore, Professional Planner.

Ellis Site Plan

McInnis Site Plan

**Citizen Comment #2**

Zimmerman would like to see noted that as she has done her research and has questions regarding Site Plans should not put a target on her. She feels very harassed by Sean McInnis.

Phillip Coulolias, Planner for Linda Anderson and Sean McInnis, would like to empathize with the application process for the Site Plan as time is of essence. He will work on getting an updated site plan to the board for an earlier meeting if possible, understanding COVID-19 has also played a part in the setbacks. We need to catch up the process sooner rather than later.

Eby reiterated as soon as we hear from our Professional Planner we may proceed.

Gerianne asked when the next meeting will be. November 10, 2020 Second Tuesday of the Month.

Gifford asked if Tessa will be handling the minutes. McGough said Tessa is recording them and we will figure out the process later.

Lawrence made Motion to **Adjourn** Eby Seconded at 7:37 pm.

Wyatt asked for Board comments as she wanted to know if the ORV Ordinance was to keep snowmobilers out of the Village. McGough clarified only off the sidewalks. The Shoulder of the roads are ok.

Wyatt asked about the availability of shoulders on the roads. Eby added Trails, and Roads ok just trying to keep snowmobilers off the sidewalks.

McGough also feels bad for McInnis Site Plan since time is crucial. Even though Site Plan is not complete he feels this is because of misinformation. Would like the Board to understand his frustration.

Eby reiterated we would like to have this wrapped up as well. Has to be done correctly.

Mr. McInnis says setbacks are not required in Site Plan. Fife Lake Township Ordinance says they are. Therefore, the Site Plan is incomplete.

Eby Re Adjourn at 7:43 pm, All in Favor.

FLAPC meeting Adjourned at 7:43 pm.

FLAPC Draft meeting minutes October 27, 2020, prepared by Leigh Gifford, Recording Secretary.