

Pellston Planning Commission
JANUARY 6, 2024
MEETING MINUTES

1. Call to Order – Meeting brought to order by Doug Craven and Roll Call began at 7:03PM

2. Roll Call/Establish Quorum:

Douglas W. Craven, Chairman	PRESENT
Jim Gillett, Vice Chairman	ABSENT
Carolina Mallory, Commissioner	ABSENT
Mark Givens, Commissioner	PRESENT
Mary Ocko, Commissioner	PRESENT
Jackie Pilette, Secretary	PRESENT
Vacant, Commissioner	VACANT
Randy Bricker, Commissioner/Zoning Admin.	PRESENT

GUESTS: Becky O’Neil, Steve Hall, Lindsey Dotson (Housing North)

3. Motion to appoint Steve Hall to the Planning Commission:

Motion: Randy Second: Mark
Ayes: all; Nays: none. Motion carried.

4. Motion to appoint Becky O’Neil to the Planning Commission:

Motion: Randy Second: Mark
Ayes: all; Nays: none. Motion carried.

5. Adopt Agenda: Motion to adopt the agenda as presented:

Motion: Randy Second: Mark
Ayes: all; Nays: none. Motion carried.

6. Minutes: JUNE, JULY, AUG, SEPT, OCT, NOV, DEC 2024 – Discussion: Mins not available.

Carolina had Minutes for June/July. Jackie will send minutes for AUG/SEPT/OCT/NOV to Doug and Randy. (Jim minutes for Dec. meeting). Motion to table minutes to next meeting by Randy:

Motion: Randy Second: Mark
Ayes: all; Nays: none. Motion carried.

7. Zoning Administrator Report

a. New Permits issued/Updates:

i. Motion to approve lot split request from Jeremy Gable/Mike English for lots 4, 5, 6 for parcel number 44-10-34-301-117.

Discussion: lots are currently vacant; in the process of clearing brush.

Motion: Becky Second: Steve
Ayes: all, Nays: none. Motion carried.

- ii. Motion to approve Jeremy Gable/Mike English lot split request for lots 12 + 13 for property ID 44-10-34-301-052.

Discussion: location of lots on Bogardus, between Jackson and Tindle.

Motion: Steve Second: Mark

Ayes: all, Nays: none. Motion carried.

- b. Updates: There was a situation with people living in the shed on State St, and Randy has spoken with them. Other zoning issues include tires and garbage in front yards, discussion about the Village plow, and no parking in the street (cars being moved due to no parking in the street for the Village plow).

- i. Motion to accept the Zoning Administrator's Report:

Motion: Mark Second: Becky

Ayes: all, Nays: none. Motion carried.

8. New Business:

- a. Lot Split – discussed during Zoning Administrator Report.

9. Old Business

- a. Housing in Pellston Discussion/Partnership: Lindsey introduced herself to new Commissioners and spoke about her role as the Housing Ready Coordinator for Emmet and Charlevoix Counties, replacing Andrea Jacobs. Her role is to provide support to the Village, including identifying gaps for zoning, development, and planning as it relates to housing. She oversees Region D for State housing and can help with grants and outreach with funding from Emmet County and other grants. She is the go-to person to help the Commission assist the Village with housing. Doug said that the Village would like to increase housing, especially on the east side of the Village, and to obtain assistance for grants and infrastructure. Lindsey sent an email to Doug regarding RAP funding through MADC for revitalization and placemaking and said that communities could receive up to 2 million dollars (match required), and gave the Commission business cards with her contact information. Becky asked how the Housing North could help Pellston, to which Lindsey replied by providing a housing-ready checklist, looking into Master Plan updates, bringing knowledge and resources to help with grant applications, infrastructure studies. Becky asked what developers were looking for. Lindsey responded by stating a lot of developers were looking for opportunities for affordable development which Housing North can help plan. Doug mentioned interest in pocket parks, duplexes, and getting Pellston increased visibility. Lindsey also mentioned a state-wide initiative called Zoning Atlas, which is an interactive, web-based mapping tool to better orient communities

with zoning considerations, especially regarding water, wetlands, slope of land, deforestation, impacts of where infrastructure could exist, where to promote building, re-zoning for more strategic growth. Lindsey has been in contact with EGLE about Village water, and that there is a plan for a spring meeting for the public. Becky mentioned that the test well on the school property has not yet been drilled, as well as PFAS location issues (some have PFAS, whereas others currently do not).

- b. Municipal Water System – no new updates
- c. East Village Plan – no update

10. Follow Up Items:

- a. None

11. Public Comment: Opened at 7:47PM – no comments; closed 7:48PM.

12. Next Meeting: February 3, 2025

13. Adjournment: Motion to adjourn by Randy at 7:49PM.

Motion: Randy Second: Steve

Ayes: all; Nay: none.