

Pellston Planning Commission
FEBRUARY 3, 2025
MEETING MINUTES

1. Call to Order – Meeting brought to order by Doug Craven and Roll Call began at 7:01PM

2. Roll Call/Establish Quorum:

Douglas W. Craven, Chairman	PRESENT
Jim Gillett, Vice Chairman	PRESENT
Jackie Pilette, Secretary	PRESENT
Mark Givens, Commissioner	ABSENT
Mary Ocko, Commissioner	ABSENT
Steve Hall, Commissioner	PRESENT
Becky O’Neil, Commissioner	PRESENT
Randy Bricker, Commissioner/Zoning Admin.	PRESENT

GUESTS: Matthew Blythe, Emmet County Emergency Planning; Stephanie Marchbanks, Network Northwest

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

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

4. Minutes: 2024, Jan 2025:

Motion to adopt Aug. 2024 Meeting Minutes:
Motion: Jim Second: Randy
Ayes: all; Nays: none. Motion carried.

Motion to adopt Sept. 2024 Meeting Minutes:
Motion: Randy Second: Jim
Ayes: all; Nays: none. Motion carried.

Motion to adopt Oct. 2024 Meeting Minutes:
Motion: Randy Second: Jim
Ayes: all; Nays: none. Motion carried.

Motion to adopt Nov. 2024 Meeting Minutes:
Motion: Jim Second: Randy
Ayes: all; Nays: none. Motion carried.

Motion to adopt Dec. 2024 Meeting Minutes:
Move to table Dec 2024 Meeting Minutes
Motion: Jim Second: Randy

Ayes: all; Nays: none. Motion carried - Dec. 2024 Meeting Minutes tabled.

Motion to adopt Jan. 2025 Meeting Minutes:

Motion: Randy Second: Becky

Ayes: all; Nays: none. Motion carried.

5. Zoning Administrator Report

- a. New Permits issued/Updates: No report – inquiries/no new construction.

6. New Business:

- a. Lease agreement with BTS Towers, LLC – proposal to lease 50' x 50' on Village property behind the ball fields for fee \$1000/month; permit discussion; no site plan in lease; will need zoning permit and site plan review; FAA permit needed.
- b. Tiny Homes – square footage for homes outlined in Planning Zoning Ordinance Book (see 4-8, 4-11); Commission is able to consider variance/designs with developers.
- c. Guests – Matthew and Stephanie talked about Emmet County Hazard Planning, FEMA requirement for certain draft plan and strategies. Jurisdictions will need to review/sign plan. Commission requested a copy of specific provisions related to Pellston for the next meeting. Feedback will be needed prior to March 13.

7. Old Business

- a. Housing in Pellston Discussion/Partnership – Lindsay (Housing North) Doug will follow up
- b. Municipal Water System – still in engineering phase, discussion on status of existing grant, well testing; other sites still being considered. New filters distributed Dec. 2024. Public meeting is being planned for early May 2025.
- c. East Village Plan
- d. Trailhead update – Jim to have Teams meeting 02/03/2025

8. Follow Up Items:

- a. None

9. Public Comment: Opened at 8:01PM – no comments; closed 8:01PM.

10. Next Meeting: March 3, 2025

11. Adjournment: Motion to adjourn by Randy at 8:01PM.

Motion: Randy Second: Jim

Ayes: all; Nay: none. Meeting adjourned at 8:01PM.