

**CITY OF MASON
PLANNING COMMISSION MEETING
MINUTES OF OCTOBER 13, 2020**

Sabbadin called the meeting to order at 6:30 p.m. in the 1st floor Sycamore Room at 201 West Ash Street, Mason, MI.

Present: Barna, Howe, Perrault, Sabbadin, Vercher, Waxman, Wren

Absent: Droscha (notice given), Shattuck (notice given)

Also Present: Elizabeth A. Hude, AICP, Community Development Director, Deb Stuart, City Manager

Sabbadin turned the meeting over to Vice-Chair Waxman to lead.

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

MOTION by Vercher second by Barna, to approve the Planning Commission meeting minutes from September 15, 2020.

Yes (7) Barna, Howe, Perrault, Sabbadin, Vercher, Waxman, Wren

No (0)

Absent (2) Droscha, Shattuck

MOTION PASSED

UNFINISHED BUSINESS

A. October is National Planning month and the Mason Planning Commission's 75th Anniversary Director Hude was able to retrieve some of the ordinances that mention the 1945 Planning Commission and she is working on a draft Resolution for City Council to recognize the Planning Commission. She also noted that through the upcoming Masterplan process the 75 years of the Planning Commission can be mentioned.

Waxman noted that he contacted State Senator Curtis Hertel and was told to send some language to their office. Waxman said to copy the Resolution provided to City Council over to Senator Hertel's office and he will do a Resolution in the Senate.

NEW BUSINESS

A. Resolution 2020-02: Capital Improvement Plan – Recommendation to City Council

Waxman referenced the draft copy of the Capital Improvement Plan in the packet with changes due to COVID.

Director Hude acknowledged City Manager Deb Stuart's presence to answer any questions that may come up. Hude reiterated the change in the Masterplan budget from phasing in three years to two years. The first two phases would meld together and be \$125,000 and the second year would be the zoning updates

and include the Cedar St. and Kipp Rd. corridor studies.

City Manager Stuart stated there was one error that needed to be corrected before it was recommended to Council under Building, Property, and Equipment. Item 2019-B18 IT Connectivity to City Facilities, which is located on page 61 of the packet, was moved to a contract service so it will be removed in the CIP.

MOTION by Vercher second by Howe, to amend the CIP to remove Project 2018-B19

Yes (7) Barna, Howe, Perrault, Sabbadin, Vercher, Waxman, Wren
No (0)
Absent (2) Droscha, Shattuck

MOTION PASSED

MOTION by Barna second by Vercher, to approve Resolution 2020-02.

Yes (7) Barna, Howe, Perrault, Sabbadin, Vercher, Waxman, Wren
No (0)
Absent (2) Droscha, Shattuck

MOTION PASSED

- B. Special Meeting Request – 1155 Temple Street, Paul Davis, Site Plan Amendment. *Staff to discuss.*

Director Hude reminded the Commissioners that Paul Davis applied for an extension of their Site Plan and Special Use Permit at the last meeting. They were working on an amendment to reduce the size of their building and the Planning Commission needs to review. Hude would like to schedule a special meeting to accommodate their request. Waxman asked if fourteen days to give notice was necessary. Hude said that since the Special Use Permit was extended a Public Hearing would not be required. The Commissioners agreed to a Special Meeting held Tuesday, October 27, at 6:30pm via Zoom.

LIAISON REPORT

City Manager Stuart stated that the City is constantly adapting to challenges related to COVID and that creates its own unique situation with regards to staffing levels. They are doing their best to keep sustained Customer Service time and Elizabeth and her team are working tirelessly to keep permits and requests moving as well as putting out fires along the way but City staff is restricted just like others are during this time. Waxman acknowledged the fantastic job in leadership that City Manager Stuart has provided throughout the COVID situation.

ADJOURN

The meeting adjourned at approximately 6:43 p.m.

Anne Klein Barna, Secretary