

**VILLAGE OF NEWBERRY  
PLANNING COMMISSION MEETING  
Monday, July 23, 2018  
Meeting Location: 302 East McMillan Ave  
Meeting Time: 6:00 p.m.**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**4. APPROVAL OF AGENDA**

**5. APPROVAL OF MINUTES**

1. Planning Commission Meeting – Monday, April 23, 2018 at 6:00 p.m.
2. Planning Commission Meeting – Monday, June 25, 2018 at 6:00 p.m.

**6. PLANNING COMMISSION CHAIRPERSON ANNOUNCEMENTS**

1. None Prescheduled

**7. COMMUNICATIONS FROM THE PUBLIC** – Prior to consideration of official business, citizens may speak. Please limit comments to 3 minutes.

1. None Prescheduled

**8. PETITIONS AND COMMUNICATIONS** – Communications addressed to the Planning Commission are distributed to all members and are acknowledged for information, or are referred to a committee or a staff for follow-up.

1. Resignation from Planning Commission
2. Letter from John Iacoangeli, Beckett & Raeder

**9. UNFINISHED BUSINESS**

1. None

**10. NEW BUSINESS**

1. Next Steps after Passing Master Plan – Discussion Mark Rivard

**11. COMMENTS BY PLANNING COMMISSION MEMBERS**

**12. ADJOURNMENT - REGULAR SESSION**

**VILLAGE OF NEWBERRY  
PLANNING COMMISSION MEETING  
Monday, April 23, 2018  
Meeting Location: 302 East McMillan Ave  
Meeting Time: 6:00 p.m.**

**1. CALL TO ORDER**

Meeting was called to order by Chairman Vincent at 6:00 PM.

**2. PLEDGE OF ALLEGIANCE**

Chairman Vincent asked all to rise and pledge allegiance to the flag.

**3. ROLL CALL**

Roll call was taken and Vincent and Hardenbrook, were present. Due to lack of quorum the meeting did not continue.

**4. APPROVAL OF AGENDA**

None

**5. APPROVAL OF MINUTES**

None

**6. PLANNING COMMISSION CHAIRPERSON ANNOUNCEMENTS**

None

**7. COMMUNICATIONS FROM THE PUBLIC**

None

**8. PETITIONS AND COMMUNICATIONS** – Communications addressed to the Planning Commission are distributed to all members and are acknowledged for information or are referred to a committee or a staff for follow-up.

None

**9. UNFINISHED BUSINESS**

None

**10. NEW BUSINESS**

None

**11. COMMENTS BY PLANNING COMMISSION MEMBERS**

None

**12. ADJOURNMENT - REGULAR SESSION**

Due to lack of quorum the meeting concluded at 6:01 PM.

**VILLAGE OF NEWBERRY  
PLANNING COMMISSION MEETING  
Monday, June 25, 2018  
Meeting Location: 302 East McMillan Ave  
Meeting Time: 6:00 p.m.**

**1. CALL TO ORDER**

Meeting was called to order by Chairman Vincent at 6:00 PM.

**2. PLEDGE OF ALLEGIANCE**

Chairman Vincent asked all to rise and pledge allegiance to the flag.

**3. ROLL CALL**

Roll call was taken and Vincent, Hardenbrook, Dishaw, Stiffler and Vanatta were present.

**4. APPROVAL OF AGENDA**

Motion by Hardenbrook and supported by Dishaw to approve the agenda. A vote by voice was taken with all voting in the affirmative.

**5. APPROVAL OF MINUTES**

a) Planning Commission Meeting – Public Hearing – Monday, April 23, 2018 at 6:00 p.m.

Chairman Vincent indicated that the minutes had been omitted from the packet and they would be considered at the next Planning Commission meeting.

**6. PLANNING COMMISSION CHAIRPERSON ANNOUNCEMENTS**

Chairman Vincent reviewed with the Planning Commission and audience the following announcements.

1. Revised Planning Commission Ordinance was adopted by the Village Board of Trustees which revised the residency requirements for Planning Commission members.
2. Chairman Vincent acknowledged the service and dedication of former Planning Commissioner Sharon Brown
3. Chairman Vincent welcomed new planning commission members Kevin Vanatta and Steve Stiffler and thanked them for their interest and participation.

**7. COMMUNICATIONS FROM THE PUBLIC**

Chairman Vincent opened the meeting to public comment and asked those interested in speaking to the Planning Commission to limit their comments to three (3) minutes.

1. Eric Buckler welcomed the newly constituted Planning Commission. He called the Planning Commission's attention to PA 33 of 2008 and noted that due to revisions made to the master plan since the last Planning Commission, the master plan should remain open for public comment. He indicated that since substantive changes were made which dictated more review and public comment. He also noted that the Planning Commission was operating without bylaws.
2. Mike Schnorr asked the Chairman if he could arrange to get Planning Commission minutes for him. Chairman Vincent indicated he would look into that for Mr. Schnorr.
3. Lori Stokes – asked when the Planning Commission would have a Recording Secretary  
Chairman Vincent asked if anyone else had comments to express to the Planning Commission. Seeing none he moved on to the next agenda item.

**8. PETITIONS AND COMMUNICATIONS** – Communications addressed to the Planning Commission are distributed to all members and are acknowledged for information or are referred to a committee or a staff for follow-up.

Chairman Vincent addressed with the Planning Commission the legal memo & supporting documentation from Jeff Jocks, Village Attorney regarding the appointment of Larry Vincent and Harold Dishaw. The memo concluded that Mr. Dishaw was appointed by the Village Board in January 15, 2018 and his appointment to the Planning Commission is valid and stands. Further, Larry Vincent's appointment on the Water & Light Board does not constitute a conflict and therefore his appointment is valid and stands.

## **9. UNFINISHED BUSINESS**

Unfinished business before the Planning Commission was the community master plan. Mr. Iacoangeli, consultant to the Village, on behalf of Project Rising Tide, reviewed a memo prepared by Clare Karner, AICP, dated June 25, 2018 summarizing edits made the Community Master Plan based on Planning Commission and community comments made at the February 26, 2018 Planning Commission meeting. Her memo was reviewed.

Mr. Iacoangeli reviewed the process for adoption indicating that if the Planning Commission desired it would pass a resolution recommending to the Village Board of Trustees adoption of the Master Plan.

Mr. Iacoangeli also noted that the edits made to the Master Plan in his opinion were grammatical or typographical providing added clarity to the document based on Planning Commission and public comment. These changes did not result in any substantive changes to the policies and goals. Further, the document was reviewed by professional editor.

Mr. Iacoangeli also noted for the Planning Commission and the audience that the Village was working with MEDC on the Redevelopment Ready Communities certification process. As a result, they will be working with the Eastern Upper Peninsula Development & Planning Commission on the preparation of a Community Engagement Plan. He indicated this draft would likely be available for Planning Commission and community review in a couple of months.

## **10. NEW BUSINESS**

1. Chairman Vincent read the Resolution which recommends approval by the Board of Trustees. After reading the Resolution a motion was made by Dishaw and supported by Vanatta to approve the Resolution. A vote by voice was taken and the motion passed unanimously.
2. Election of Officers.
  - a. Chairman – Dishaw made a motion to nominate Vincent Chairman of the Planning Commission. This was supported by Vanatta. With no further nominations, the nominations were closed, and a vote taken electing Vincent Chairman of the Planning Commission.
  - b. Secretary – Dishaw made a motion to nominate Stiffler as Secretary of the Planning Commission. This was supported by Vanatta. With no further nominations, the nominations were closed, and a vote taken electing Stiffler Secretary of the Planning Commission.
  - c. Vice-Chairman – Hardenbrook nominated Vanatta as Vice-Chairman. However, Vanatta declined due to other obligations. Stiffler nominated Hardenbrook as Vice-Chairman. This was supported by Vanatta. With no further nominations, the nominations were closed, and a vote taken electing Hardenbrook Vice-Chairman of the Planning Commission.

## **11. COMMENTS BY PLANNING COMMISSION MEMBERS**

Chairman Vincent asked if members of the Planning Commission had any comments. Chairman Vincent noted for the audience that the Planning Commission bylaws were adopted at the September 2017 Planning Commission meeting.

## **12. ADJOURNMENT - REGULAR SESSION**

With no further business before the Planning Commission a motion was made to adjourn the meeting at 6:26PM.

B R i  
Beckett&Raeder

*Landscape Architecture  
Planning, Engineering &  
Environmental Services*

June 26, 2018

**Jennifer James-Mesloh, MPA, Ph.D.**  
Village Manager  
VILLAGE OF NEWBERRY  
302 E. McMillan Avenue  
Newberry, MI 49868

i  
initiative

Dr. James-Mesloh,

At the June 25, 2018 Village of Newberry Planning Commission meeting, Mr. Eric Buckler questioned the appropriateness of the Planning Commission to take action on the Master Plan because he maintained that substantive changes were made to the document resulting from the February 2018 meeting.

The Planning Enabling Act, PA 33 of 2008, specifically MCL 125.3845 (Section 45) deals with the issue of amendments to the master plan. The Act specifically exempts grammatical, typographical, or similar editorial changes from going through the review process which includes the 63-day intergovernmental review.

The memorandum from Claire Karner, AICP, dated June 25, 2018, outlined the revisions made to the Community Master Plan. The revisions made to master plan since the February 2018 Planning Commission meeting were either grammatical, typographic or editorial changes. The policies, goals and objectives of the plan, Future Land Use map, and Action Plan remain the same. In my opinion, there were no substantive, fundamental or underlying modifications to the Community Master Plan that would result in starting the public review process all over.

Regards,



John Iacoangeli, AICP, LEED AP, CNU-A  
Principal

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