

**ROSEVILLE PLANNING COMMISSION
REGULAR MEETING**

CITY COUNCIL CHAMBERS
29777 GRATIOT AVENUE
ROSEVILLE, MI 48066
(586) 445-5443

MONDAY, JANUARY 20, 2014
7:00 P.M.

ROLL CALL

PRESENT:

Chairperson

Otto Wilhelm

Vice-Chairperson

Geraldine White

Commissioners

John Surhigh

Matthew Haugh

Kurmmell Knox

Joseph Montgomery

Lauren O'Meara

Nancy Sunderman-Elert

Steven Wietecha

OTHERS PRESENT:

Ben Tallerico, Planning Consultant

Chairperson Otto Wilhelm called the meeting to order at 7:00 p.m.

A. ROLL CALL

Secretary John Surhigh conducted Roll Call.

B. PLEDGE OF ALLEGIANCE

Chairperson Otto Wilhelm led the Commission in the Pledge of Allegiance.

C. AGENDA APPROVAL

COMMISSIONER JOSEPH MONTGOMERY moved, COMMISSIONER KURMMELL KNOX seconded to approve the agenda.

MOTION CARRIED UNANIMOUSLY

D. PUBLIC TO BE HEARD

No one from the public wished to be heard.

E. APPROVAL OF MINUTES

1. Study Session Minutes of December 2, 2013.

VICE-CHAIRPERSON GERALDINE WHITE moved COMMISSIONER MATTHEW HAUGH seconded to approve Study Session Minutes of December 2, 2013.

MOTION CARRIED UNANIMOUSLY

2. Regular Meeting Minutes of December 16, 2013.

COMMISSIONER NANCY SUNDERMAN-ELERT moved COMMISSIONER STEVEN WIETecha seconded to approve Regular Meeting Minutes of December 16, 2013.

MOTION CARRIED UNANIMOUSLY

F. CORRESPONDENCE

Secretary John Surhigh reported Commissioners received Planning & Zoning News magazine and flyer for conference in Lansing for Transportation Bonanza #5 on February 13, 2014.

COMMISSIONER NANCY SUNDERMAN-ELERT moved, VICE-CHAIRPERSON GERALDINE WHITE seconded to receive and file correspondence.

MOTION CARRIED UNANIMOUSLY

G. BILLS TO BE PAID

Beckett & Raeder Invoice #2013-0628

1. Professional Service Fees and Expenses for the month of November	\$600.00
	Total: \$600.00

Beckett & Raeder Invoice 2013-0629

1. SPR 19751 12 Mile	3.75 hours @ 90.00/hour	\$337.50
2. Section 1202 Ordinance changes	1.00 hours @ 90.00/hour	90.00
3. Changes to PH Items	0.25 hours @ 90.00/hour	22.50
4. SPR – SUP Zeidman’s	3.75 hours @ 90.00/hour	337.50
	Total:	\$787.50

COMMISSIONER KURMMELL KNOX moved, COMMISSIONER STEVEN WIETECHKA seconded to approve Invoices #2013-0628 and #2013-0629 from Beckett & Raeder.

MOTION CARRIED UNANIMOUSLY

H. PUBLIC TO BE HEARD-AGENDA ITEMS ONLY-NOT TO INCLUDE PUBLIC HEARING ITEMS

No one from the public wished to be heard.

I. PUBLIC HEARINGS

There are no public hearings.

J. COMMITTEE REPORTS

There are no committee reports.

K. OLD BUSINESS

1. Creation of a Public Participation Plan

Chairperson Otto Wilhelm stated due to the January Study Session being cancelled for lack of a quorum this will be discussed at the February Study Session and finalized at the regular meeting on February 24th, 2014.

2. Creation of training plan for Elected Officials, Appointed Board and Commissioner Members and Administration

Chairperson Otto Wilhelm stated due to the January Study Session being cancelled for lack of a quorum this will be discussed at the February Study Session and finalized at the regular meeting on February 24th, 2014.

3. **SPECIAL USE PERMIT – 29187 Gratiot Avenue (Parcel #14-09-353-006); Request special use as Pawn Shop at the property located on the west side of Gratiot, north of 12 Mile Road. Current zoning of the property is B-3. Cambell Estates LLC, Developer; Thelma S. Feuerman Revocable Trust, Owner; Kevin J. Tuchowski of Tosa Architects, Site Plan Designers.**

Chairperson Otto Wilhelm stated the applicant requested this item be tabled to February 2014.

VICE-CHAIRPERSON GERALDINE WHITE moved, COMMISSIONER KURMMELL KNOX seconded to table this item to February 2014.

MOTION CARRIED UNANIMOUSLY

L. NEW BUSINESS

1. Creation of Action Program for Master Plan Goals

Planning Consultant Ben Tallerico discussed the time line for each goal with the Commissioners.

2. Creation of Town Center Overlay District

Planning Consultant Ben Tallerico suggested this item be discussed at the March meeting and requested Commissioners review the documents previously received on Town Center Overlay District prior to the March meeting.

M. REPORT OF PLANNING CONSULTANT, ADMINISTRATOR’S OR STAFF REPORT

Planning Consultant Ben Tallerico informed the Commissioners on State Legislature activity.

N. COMMISSION MEMBERS TO BE HEARD

Commissioner Matthew Haugh apologized for missing the January Study Session.

Commissioner Kurmmell Knox apologized for missing recent meetings and requested Martin Luther King’s birthday and Veteran’s Day be included on the next City Calendar.

Secretary John Surhigh inquired about the City’s RRC status.

O. ITEMS FOR NEXT AGENDA

Old Business:

SPECIAL USE PERMIT – 29187 Gratiot Avenue

Creation of a Public Participation Plan

Creation of training plan for Elected Officials, Appointed Board and Commissioner Members and Administration

New Business:

Election of Officers

Budget approval

P. ADJOURNMENT

COMMISSIONER KURMMELL KNOX moved, COMMISSIONER STEVEN WIETecha seconded that the agenda having been acted upon; the meeting is hereby adjourned at 7:25 p.m.

MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

Richard M. Steenland
City Clerk