

Minutes

St. Ignace Planning Commission

December 14, 2021

7:00 p.m., City Hall and via Zoom

1. **Meeting was called to order** at 7:00 p.m.
2. **Roll Call** – Betsy Dayrell-Hart, present; Rick Perry, present; Jim Draz, present; Cindy Snyder, present via Zoom for reasons of health; Rachel Conant, excused absence; Mayor LaLonde, excused absence; Zac Sylvain, unexcused absence.
3. **Approval of Minutes** – Rick Perry made a motion to accept the meeting minutes of November 9, 2021; Jim Draz seconded. Motion passed.
4. **Approval of Agenda** – Betsy Dayrell-Hart had two old business items to add to the agenda, and Rick had one old business item and one new business item.
5. **Public Comments** – No public comments.
6. **Scheduled Public Hearings** – None at this time.
7. **Unfinished Business**

Redevelopment Ready Community Progress – nothing new to report.

Short-term Rental Compliance – The Short-Term Rental Ordinance passed in September goes into effect December 8, 2021. Jim made a motion to recommend to City Council the establishment of permit fees of \$250 a year for Category 1 STR units, and \$350 a year for Category 2 STR units. Rick seconded. The vote to recommend STR fees to the City Council was unanimous. Motion passed.

Betsy will write a note of recommendation to City Council to set these amounts as initial fees so the city can begin issuing permits to those units that don't need variances (18 as of December 14, 2021). Betsy will also ask to meet with the City Finance Committee, which meets at 6:00 p.m. on Dec. 20, 2021, prior to the City Council meeting at 7:00 p.m., to present the recommended fees.

The Zoning Board of Appeals will contact the Mayor about setting up a meeting with the Planning Commission to determine how best to handle requests for variances required for Category 2 STR units located in residential districts.

Proposed Changes to Zoning Code and Tentative Date for Public Hearing – Rick brought to the Planning Commission additional changes to be made to the previously proposed changes to the St. Ignace Zoning Code, Chapter 38. The changes presented bring the St. Ignace Zoning Code language into conformance with current State of Michigan Building Code and Residential Code

language. The proposed changes to the St. Ignace Zoning Code will need to be presented to the community at a public hearing. A motion was made by Rick to call for a public hearing to make changes to the St. Ignace Residential Zoning Code Related to Floor Space and Area for Residential Housing. Betsy seconded. The vote was unanimous. Motion passed. A public hearing is tentatively scheduled for January 12, 2022, at 6:00 p.m. in Little Bear Arena. The proposed ordinance changes will be posted on the city's website and will be available in hard copy from the City Manager's Office.

Peddler's ordinance for food trucks and mobile vending – The DDA presented a draft ordinance to the Planning Commission regarding food trucks and mobile vending. Commissioners agreed that the draft, as it is currently written, is more of a concept paper. A joint meeting with the DDA, St. Ignace Visitors Bureau, the City Finance Committee, and the Planning Commission is needed for further discussion about creating a Peddler's Ordinance for the entire city. Stephanie Baar will make initial contact with Jim North to get the ball rolling.

8. **New Business** – Rick shared with Planning Commissioners that the owner of the Baymont Inn & Suites inquired about combining several properties he owns on Balsam Street into one single property that he would like to develop into condos, townhomes, or apartments. Rick expressed to him the Planning Commission's desire to create residential housing in St. Ignace to address the city's housing shortage. This was just an information sharing item. No action is needed at this time from the Planning Commission.

Vice Chair of Planning Commission Resignation – Rick has resigned as Vice Chair of the Planning Commission, but he will continue to serve on the Commission and in the Vice Chair position until the election of officers in January. Be thinking about nominees to fill the position.

Yearly PC Report – Betsy is writing the Planning Commission's annual report. Be thinking about Planning Commission goals for 2022.

9. **Other Matters to be Reviewed by Commission** – None. No other public comment.
10. **Administrative Items** – None. Training attended last month – None.
11. **Next Meeting** – January 11, 7:00 p.m.
12. **Adjournment** – Adjourned at 8:39 p.m.