

# Planning Commission Meeting Minutes

## Monday August 10, 2015

**Regular Meeting:** Called to order by Chairman Todd Huyser at 7:00 pm

### **Pledge of Allegiance**

**Roll Call:** Dave Ruble, Susan Sample, Eric Davis, Gordy Plescher, Angie Mayeaux

Absent: Bill Leszinske and Eric Mayeaux, Zoning Administrator

**Public Attendance:** Steven Dohm

**Approval of Minutes:** Plescher moved Sample seconded to approve the July 8, 2015 regular meeting minutes. Motion carried.

**Approval of Agenda:** Ruble moved Davis seconded to approve August 10, 2015 meeting agenda as presented. Motion carried.

### **New Business:**

1. Discussed feasibility of using email for dissemination of meeting agenda and meeting minutes. Members agreed to give this method a try, but voiced the opinion that the minutes need to be emailed within a week of the meeting (with a Monday meeting minutes are due by the following Monday) and the agenda needs to be emailed by Wednesday the week before the meeting. Susan will pass this info on to the Dee Dee Hazen, the Village Clerk, and work with her towards meeting these deadlines.

2. Steve Dohm proposed several new points for future Planning Commission discussions, which the Commission agreed need future investigation for possible Zoning Ordinance review, clarification, alteration, or addition:

- a. Accessory structures, i.e. sheds, trampolines
- b. Sign issue, i.e. seasonal signs
- c. Curfew, for minors, snowmobiles traveling in the Village
- d. Requirements for clear vision departing driveways; concern was with items such as boats or RV's parked too close to the road and blocking street traffic from seeing a vehicle departing the driveway.
- e. Wetland inventory and management
- f. Noxious weeds on vacant lots within the village, i.e. weeds designated by an agricultural authority as one that is injurious to agricultural or horticultural crops, natural habitats or ecosystems, or humans or livestock.

### **Old Business:**

1. Master Plan: Review of the Master Plan complete. Susan will work with Dee Dee Hazen to update the draft master plan with the agreed changes. In addition, Susan will work to follow the guidance provided by the Village attorney, Mark A. Van Allsburg, in his letter "Re: Proposed Master Plan Update", dated January 21, 2014. The Master Plan reviewed was the

Draft Master Plan dated May 22, 2014. The following changes were discussed and recommended:

a. On page 8, under “Goals for Parks and Other Recreation Uses”, “Goal No. 1: Plan for public parks and other recreation facilities within the Village” Objectives. Number 1. change “Prepare a Village recreation plan.” to read “Consider having the Parks Committee prepare and maintain a Village recreation plan.”

b. On page 9, under “Other Goals for the Village” Item number 6. change “Consider establishing a Ravenna community foundation, ...” to read “ Consider establishing a Village of Ravenna community foundation, ...”

c. Chapter 11, p. 12 under “Libraries and Museums”, remove the Library hours of operation.

d. Chapter 11, p. 12 under “Recreation Areas” add the multipurpose pavilion

e. Chapter 11, p. 13, the first paragraph on the page that starts with “Patterson County Park,.....” there was a question if this paragraph needs to be included in the Master Plan as Patterson Park is not in the Village of Ravenna.

2, Pharmacy vacant lot. Pharmacy managers owe the Planning Commission an answer on their intentions for the vacant lot on Stafford Street, East of the pharmacy

**Adjournment:** Meeting adjourned at 8:05 p.m.

Respectfully submitted,  
Susan Sample, Planning Commission Secretary