

**CITY OF REED CITY
PLANNING COMMISSION
January 3, 2023**

Chairperson Dawn Montague called the meeting to order at 6:00 P.M. in Council Chambers, 227 East Lincoln Avenue, Reed City, Michigan.

Present Trevor Guiles, Allison Langworthy, Charles Lupo, Karen Lea McKinney, Roger Meinert, Dawn Montague, Rich Saladin and Sarah Spruit. Courtney Murphy was absent. The meeting was opened with the pledge to the flag. There were citizens in the audience.

Election Nomination by McKinney to re-elect Dawn Montague as Chairperson. Nomination by Guiles to elect Karen Lea McKinney as Chairperson. Member voted by show of hands. Dawn Montague received seven votes and Karen Lea McKinney received one vote. Dawn Montague is elected as Chairperson.

Nomination by Montague to elect Karen Lea McKinney as Vice Chairperson. Members voted by show of hands. Karen Lea McKinney received eight votes. Karen Lea McKinney is elected as Vice Chairperson.

Agenda Motion by Guiles, seconded by McKinney, **CARRIED**, to approve the agenda as presented. Affirmed by voice vote.

Minutes Motion by Guiles, seconded by Langworthy, **CARRIED**, to approve the minutes of the December 5, 2022 regular meeting as presented. Affirmed by voice vote.

Motion by Guiles, seconded by McKinney, **CARRIED**, to approve the minutes of the December 13, 2022 special meeting as presented. Affirmed by voice vote.

Unfinished Business

RRC There are seven (7) of the RRC Best Practices. Commission is currently working on Practice 3: Development Review. Rich printed out the expectations of what is considered essentials and that will be the first to check off then we will move to certified. Rich pointed out the columns, and noted if you reach the essentials expectations, you basically reach the certified expectations. They are the same thing only a few have a couple of extra items. A lot of these items are in place already they just are not streamlined. Members discussed consolidating zoning forms and develop a corresponding guide which includes fees.

Zoning Forms Motion by Guiles, seconded by Meinert, **CARRIED**, to allow the City Manager to create or delegate the zoning forms and corresponding guide based on the examples presented to reflect Reed City information. Affirmed by voice vote.

Grant Donna Wheeler had requested this item be on the Agenda for the Planning Commission to approve applying for a "Charge up-Michigan" program grant for the Pocket Park. City Manager, Rich Saladin, did the research on the grant requirements and spoke with Jessica at EGLE who stated the City was not eligible for the grant based on the down town location not being within one mile off of the freeway which is a requirement of the grant. EGLE stated there will be another round of grants coming in the fall and the stipulation of being within one mile may be removed as a requirement. No action was taken.

New Business There was no new business.

City Manager/Zoning Administrator's Report

Rich Saladin reported on the following:

- Rich gave an update on Spectrum Health, now Corewell Health, is making a new Pharmacy setup in the Cancer Center and the Walk-In Clinic should open up sometime in January. In April, they should have a conceptual drawing to renovate/add to the current hospital to redo the whole Emergency Department and offices for primary care providers. They currently have six in-patient rooms. Reed City Hospital is a critical access hospital.
- The New Year's Eve Ball Drop was well received. The Chamber will be putting together a committee to discuss plans for next year for changes and how to improve it.
- Soon the Planning Commission will be receiving a site plan from Power Line Supply for commercial development out on Commerce Drive where they have clear cut and the former Ringler Plumbing building was.
- The Council meeting scheduled for Monday, January 9, will hear from Trevor Mund of the Reed City Group to talk about the development with that business.
- The Reed City Motel continues to make improvements as they have added a new roof.

Adjourn

Chairperson Montague adjourned the meeting at 7:01 P.M.

Jacalyn R. Beam
Recording Secretary