
AGENDA

The City of Buchanan Planning Commission in compliance with Michigan’s Open Meetings Act, as amended, B2103192 of 2021 hereby gives notice of a Planning Commission meeting to be held electronically in order to protect the health and safety of our community due to the novel coronavirus (COVID-19).

Join Meeting via Computer: <https://zoom.us/j/2435931819>

Join Meeting via Mobile Phone: +16465588656,,2435931819#

Join Meeting via Land Line Telephone: +1 646 558 8656

Meeting ID: 243 593 1819

Toggle #6 to mute/unmute. #9 to raise your hand.

** All members of the public will be muted by the moderator with the exception the public comment portions of the agenda. In order to minimize background noise and/or feedback, we ask that participants manually mute their phone or computer microphone during this portion of the agenda if not speaking.*

** Comments may also be submitted in writing at least 4 hours in advance to the Community Development Director Richard Murphy at rmurphy@cityofbuchanan.com*

** Buchanan City will provide necessary and reasonable auxiliary aide and services to those individuals with disabilities who wish to attend the public meeting upon receiving at least one (1) week’s prior notice. Any such individual requiring such aids or services should contact the city in writing or by telephoning: Buchanan City Clerk; 302 North Redbud Trail, Buchanan, MI 49107, 269-695-3844.*

I. Call to Order**II. Pledge of Allegiance****III. Roll Call****IV. Approve Agenda****V. Approve Agenda**

A. *Consider approval of April 13, 2021 Planning Commission Minutes.*

VI. Public Comments - Agenda Items**VII. Old Business**

A. All the suggested changes discussed at the April 13 meeting have been finalized in the attached final draft of the Master Plan. Additionally, we have updated the Master Plan to include a reference to the Complete Streets policy that was recently adopted by the City Commission in Resolution NO. 2021.04/223, A Resolution to Develop Complete Streets as Part of the City of Buchanan’s Master Plan, passed unanimously by the Buchanan City Commission on April 12, 2021.

Consider the approval to send the Draft Master Plan to the City Commission for distribution, review and comment in order to start the public adoption process.

Please see the update timeline for the adoption of the Master Plan:

1. May 11 – PC meeting – Submit draft plan to city council for distribution and review by motion
2. May 24 – City Commission meeting – approve by motion distribution of the plan and post on website (planning commission secretary distributes plan on May 25 – giving 63 days for review (July 27)).
3. Aug 10 – Planning Commission votes to hold a comment period and hearing at next meeting (Sept 14)

4. Sept 14 – Hold public hearing (notice published week of Aug 23), PC adopts plan by resolution
5. Sept 27 – City Council adopts plan by resolution

VIII. New Business

- A. *Consider approval of proposed sign at Redbud Hardware, 266 E. Front St. as recommended by the Design Review Committee at their May 5, 2021 meeting.*
- B. The Planning Commission is comprised of 7 members each serving staggered 3-year terms. Terms for two current members must be addressed as Kevin Barker's term expired June 30, 2020 and Donna Monnell's term will expire June 30, 2021.

Consider a recommendation to the City Commission to retroactively reappoint Kevin Barker to a 3-year term commencing July 1, 2020.

Consider a recommendation to the City Commission to reappoint Donna Monnell to a 3-year term commencing July 1, 2021.

There are currently three vacancies on the Planning Commission. Several interested parties have submitted applications:

Dan Vigansky, who was previously considered and a recommendation made to the City Commission against his appointment. The City Commission postponed action on the item pending development of the updated Board Application and Appointment Process. Vigansky has since reapplied using the new application. He has also indicated interest in the Brownfield Redevelopment Authority, B.A.R.B, and the Zoning Board of Appeals.

Joe Paolucci applied to serve on the Planning Commission and the Design Review Committee, in order of preference. The Design Review Committee is not recommending his appointment to that board in favor of another applicant.

Michael Rowland applied to serve on the Common Committee, Planning Commission, and the Design Review Committee. He has already been appointed to the Common Committee. The Design Review Committee is not recommending his appointment in favor of another candidate.

Consider a recommendation to the City Commission to appoint one or more of the above candidates.

- C. The Design Review Committee (DRC) met on Wednesday, May 5, 2021 and discussed board appointments and reappointments. The DRC is comprised of 3 members serving 3-year terms. Chair, Chris Brayak's term expired June 30, 2020. Kevin Barker's term expires June 30, 2021. A vacancy currently exists on the committee following the death of Willard Gustafsen whose term expired on June 30, 2020. The DRC reviewed applications from Dan Carlson, Joseph Paolucci and Michael Rowland. The recommendation to the Planning Commission of board appointments to the Design Review Committee are as follows:

- Retroactive reappointment of Chris Brayak to a 3-year commencing July 1, 2020
- Reappointment of Kevin Barker to a 3-year term commencing July 1, 2021
- Appointment of Dan Carlson to a 3-year term commencing immediately through June 30, 2024.

Consider forwarding the recommendation of the board appointments above to the City Commission for their approval.

- IX. Public Comment - Non-Agenda Items Only**
- X. Community Development Director Comments**
- XI. Commissioner Comments**
- XII. Adjournment**