

VILLAGE OF HOLLY
PLANNING COMMISSION REGULAR MEETING
Minutes of March 27, 2019

Commissioner Okonski, called the regular meeting of the Planning Commission of the Village of Holly to order at 7:03 p.m. in the Holly Area Schools Board of Education Room, Karl Richter Center at 920 E. Baird St., Holly, Michigan.

Commissioners Present

Richard Kinnamon
Cal Steele
Margaret Hejhal
George Kullis
Gary Okonski
Lori Goldsmith

Commissioners Absent

Sandra Kleven
Galon Christian

Others Present

Laurie Lacey
William Allison

Staff Present

Janell Minnick
Steve McGee
Caitlyn Habben

Okonski opened the meeting with the Pledge of Allegiance.

Commissioner Kullis told the board that Commissioner Mr. Richard Putz will be greatly missed. Let's take a moment in silence to remember him.

Commissioner Hejhal added that he was an Air Force Veteran and dedicated to his community.

EXCUSE MEMBERS:

APPROVAL OF AGENDA:

Motion Kullis, second Hejhal to approve agenda as presented. Motion carried by a voice vote of all ayes and no nays.

APPROVAL OF THE MINUTES:

Motion Kullis, second Hejhal to approve the minutes as amended: Under Public Comment when Kullis was speaking he asked "When Jeremy Watson or Steven McGee is not here we (the board) need a letter to outline the process the board needs to go through." Also to add the address of 1006 N Saginaw, under Reliable Wrenches in Public Comment.

Statement of Purpose

Commissioner Kullis read the Statement of Purpose, as follows: The mission of the Holly Village Government is to enhance our community's quality of life. Our organization strives for quality services, responsive action to citizen requests, and a cost-effective government. We promote citizen participation, proactive decision-making and environmental quality. Most importantly, we shall always serve the citizens of Holly. The Village of Holly will be a prestigious, historical village that is a green residential oasis from the City, and the center of commerce and activity for the region.

Public Hearing: NONE

PUBLIC COMMENT: NONE

OLD BUSINESS:

A) Short Term Rental Discussion

- Caitlyn Habben, ROWE Professional Services
 - Rowe can modify the B&B ordinance. Make it short term rental. Do an annual review as to a 2 year review. Also add that the home owners do not have to be living in the property nor does breakfast need to be served. Having a local rep within 45 miles of the dwelling. Owner, real estate agent, Mgmt. Company.
- Hejhal said I would not consider 45 miles away local.
- Kullis said we can change the verbiage to 20 miles away opposed to 45 miles away.
- Okonski said they are better off with a time than mileage. Specify the # of violations and revoke the permit.
- Hejhal said not just annually but if they have any violations the Village can do an inspection.
- Habben said these are more stringent compared to rental properties in the Village.
- Kullis asked Chief McGee how important is it to get ahold of someone in case of an emergency.
- McGee said less is more. His job is life safety; biggest concern is the 1st night. Need to know where everything is at. He likes a ½ hour time and 45 minutes is too far.
- Okonski doesn't think it is too cumbersome to have an exit route on the back of the doors.
- McGee said that each level, each sleeping area, and outside the sleeping area must have a smoke detector.
- Okonski said there should also be a Max capacity for the structure.
- McGee said to leave that to ROWE
- Kullis asked if an ordinance in regards to an AIRB&B that says must comply with a plan advised per fire dept that says we require a sign at the back of the door, here is emergency #, exits,
- Habben said yes you can.
- Hejhal was concerned about tornado importance.
- Goldsmith said that it is important to have a rep within 30 minutes.
- Hejhal asked about public parking.
- Steele said there is no parking in the winter.
- Kullis said there is no parking on the street but there is a municipal lot next door.
- Kinnamon said they are not allowed to park on the grass.
- Okonski asked about refuge can.
- Kullis said we might want to get a 2nd refuge can for that property.
- Hejhal asked about a 2nd light in the hallway or an exit light. We should keep the requirements tight.
- Habben said that is up to the Planning Commission discretion.
- McGee said that the electrical is very hard in the older homes. It is not cost effective.

- Habben said that the Village will do a semi inspection which would meet the Michigan Building Code. There would be a sign or Plaque on the back on the door of each bedroom, a 20 lbs. fire extinguisher, and directions with parking.
- Minnick said it would be like a welcome package that is given to new residents.
- Habben said that the administration would need to look at the recommendation of fees for the inspection.

B) Master Plan Update

- **Corey Christenson, ROWE Professional Services**
 - **He went over the slide presentation with the Commissioners**
- Kullis said that there are a few controversial topics such as Community Development, expansion and change in growth with the Village.
- Kullis wanted to address having a sub-committee. In the previous months the site plans that have been delivered had several issues.

Motion Kullis, second Kinnamon to amend the agenda to put discussion of a subcommittee under new business.

- Okonski asked about the digital signs and possibly modify the ordinance.
- Habben said that she would provide language for the midtown charrette. Modify the sign ordinance exclusively address the full contents.

Motion Okonski, second Kinnamon to review the text amendment for the sign lumens and they are varied between day/night. The signs will be in compliance and checked within 90 days. Content neutrality.

- Kinnamon added that we should have a text amendment for the Midtown Charrette.

NEW BUSINESS: NONE

REPORTS:

- **ZBA update: None**
- **DDA update:** Goldsmith said Main Street Holly Team met with Main Street Oakland County. They have 4 teams and leaders. They would like to get park benches out and put a bench as a memorial in Mr. Richard Putz name. Update on the train depot, they are looking for volunteers.
- **Council update:** Kinnamon said they just finished 3 budget sessions for the 2019/2020 budget.
- **Parks Commission update:** Clean up at Crapo Park will be Sat April 6, 2019.

COMMISSIONER AND STAFF COMMENTS:

- Steele: None
- Goldsmith: None
- Hejhal: None

- Kinnamon: There is a Chamber of Commerce Breakfast at Villagers on Friday at 7:30 am and the discussion will be about the new ORV Park in Holly Township.
- Okonski: Asked about Dawson Tire and how high they are to stack their tires. 3 tires tall? Because they are greater than 3 tires tall.
- McGee said we will send Jeremy Watson out.
- Habben: There is a free seminar from ROWE April 23 7-9p.m. on recent state actions and a site plan review refresher.

PUBLIC COMMENTS: None

ADJOURNMENT:

With nothing further to discuss, there was a motion by Okonski, to adjourn the meeting at 9:45 PM.

Deputy Clerk Treasurer



Janell Minnick