

At 7:03 p.m. the Regular Planning Commission meeting was called to order by Chair Piotrowski on Tuesday, March 26, 2019 in the City Council Chambers of the Municipal Building, 27400 Southfield Road, Lathrup Village, Michigan.

Commissioners Present: Mark Piotrowski, Chair  
Bruce Copus-Vice Chair  
Jason Hammond, Secretary  
Charito Hulleza, Resident  
Bruce Kantor, Council Liaison  
Anna Thompson – Resident

Excused: Les Stansbery-Resident

Staff Present: Dr. Sheryl Mitchell, City Administrator and Yvette Talley, City Clerk

Also Present: City Attorney Scott Baker, Jill Bahm of Giffels Webster

All present joined in the Pledge of Allegiance.

**PC-30-19 CALL TO ORDER AND ROLL CALL**

Roll call was taken. Motion by Commissioner Hammond, seconded by Commissioner Copus to excuse Commissioner Les Stansbery from this meeting.

Motion carried.

**PC-31-19 APPROVAL OF AGENDA**

Motion by Commissioner Copus, seconded by Commissioner Hulleza to approve the Agenda.

Motion carried.

**PC-32-19 MINUTES OF REGULAR MEETING ON FEBRUARY 26, 2019**

Motion by Commissioner Hulleza, seconded by Commissioner Kantor to approve the minutes of the Regular Meeting of February 26, 2019.

Motion carried.

**PC-33-19 MINUTES OF SPECIAL STUDY SESSION MEETING ON MARCH 14, 2019**

Motion by Commissioner Hulleza, seconded by Commissioner Kantor to approve the minutes of the Special Study Session Meeting of March 14, 2019.

Motion carried.

**PC-34-19                      ELECTION OF OFFICER - VICE CHAIR**

Motion by Commissioner Hulleza, seconded by Commissioner Kantor to appoint Bruce Copus as Vice Chair of the Planning Commission.

Motion carried.

**PC-35-19                      ELECTION OF OFFICER -SECRETARY**

Motion by Commissioner Hulleza, seconded by Commissioner Kantor to appoint Jason Hammond as Secretary of the Planning Commission.

Motion carried.

**PC-36-19                      PUBLIC COMMENT**

None

**PC-37-19                      NEW BUSINESS**

- a. Consideration to change meeting dates to the third Tuesday of each month at 7:00 p.m.

Motion by Commissioner Hammond, seconded by Commissioner Kantor to amend the bylaws to change the regular meeting date to the third Tuesday of each month at 7:00 p.m.

Motion carried.

Meeting dates will be changed to:

April 16<sup>th</sup>

May 21<sup>st</sup>

June 18<sup>th</sup>

July 16<sup>th</sup>

August 20<sup>th</sup>

September 17<sup>th</sup>

October 15<sup>th</sup>

November 19<sup>th</sup>

December 17<sup>th</sup>

- b. Amend Planning Commission Bylaws

Jill Bahm, gave an overview and answered specific questions.

Motion by Commissioner Hammond, seconded by Commissioner Copus to adopt the amendments to the Planning Commission Bylaws amending the regular meeting dates in Article VI section 6.1 to the third Tuesday of each month. Amending section 6.5 (Quorum) to a simple majority of four of the membership of the Planning Commission shall constitute a quorum.

Motion carried.

c. Quarterly joint meetings with City Council & DDA – 5th Tuesdays

Dr. Sheryl Mitchell gave an overview and answered specific questions.

Discussion relevant to quarterly joint meetings with City Council & DDA on the 5th Tuesdays on the following dates:

April 30th

July 30th

October 29th

**PC-38-19**                      **OLD BUSINESS AND TABLE ITEMS**

None

**PC-39-19**                      **OTHER MATTERS FOR DISCUSSION**

Commissioner Copus said the review letter should be part of the special land use resolution. It was done so the information can be conveyed to City Council and the building official.

**PC-40-19**                      **GENERAL COMMUNICATION & CORRESPONDENCE**

a. Legal Update

Sign Ordinance sub-committee – Anna Thompson will be a member.

b. DDA Update

Susie Stec is attending the National Main Street Conference  
Jill Bahm discussed the winter 2019 Planning Brief – Winter Placemaking Strategies to Embrace Cold Weather. Also, there will be training for new Planning Commissioners.

d. Staff Update

Christopher Clough – Monday, March 25<sup>th</sup> - first day for the new Recreation Coordinator.

**PC-41-19      ADJOURNMENT**

Motion by Commissioner Hulleza, seconded by Commissioner Thompson to adjourn this meeting.

Motion carried.

The meeting adjourned at 7:47 p.m.

Submitted by Yvette Talley

Recording Secretary