

VILLAGE OF DECATUR PLANNING COMMISSION REGULAR MEETING AGENDA

Thursday
July 20, 2023



VILLAGE OF DECATUR – PLANNING COMMISSION
REGULAR MEETING
Thursday, July 20, 2023 – 1:00PM
Village Hall – 114 N. Phelps Street, Decatur, MI 49045

1:00 PM Planning Commission Meeting (Action to be taken by the Commission on the following agenda items)

Note: Please be courteous and turn cell phones off during the meeting.

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL (Excuse Absences, if Any)**

4. **PUBLIC COMMENT**

5. **APPROVAL OF AGENDA**

5A.1 - Approval of the Regular Meeting Agenda for July 20, 2023

6. **APPROVAL OF MINUTES**

6A.1 - Approval of the Minutes of the Regular Meeting of June 15, 2022

7. **UNFINISHED BUSINESS**

7A.1 – Continued education, Planning Commission Handbook

8. **NEW BUSINESS**

8A.1 – Review Planning Commission Application for Victoria E. Coe, received 7-10-23

8A.2 – Review Planning Commission Application for Michele Gately, received 7-14-23

9. **PLANNING COMMISSION COMMENTS**

10. **ADJOURNMENT**

PLEASE NOTE

AUDIENCE PARTICIPATION:

In addition to addressing the Planning Commission during public hearings and under “Public Comment,” members of the audience may address the Chairperson, please limit your comments to three minutes or less per item. Please step up to the podium and state your name and address.

The proposed process for items listed under agenda items above shall be as follows:

1. Announcement of the agenda item by the Chairperson.
2. Verbal report provided by staff.
3. The Chairperson asks Commission members if they have any questions for staff to clarify the staff report.
4. Motion is made by a Commission member and seconded by another Commission member.
5. The chairperson calls on Commission members to discuss the motion if Commission members wish to discuss.
6. Chairperson calls for a vote on the item after discussion has occurred.

Village of Decatur
Planning Commission Regular Meeting Minutes
Thursday, March 16, 2022 at 1:00 P.M
Village Hall, 114 N. Phelps Street
Decatur, MI 49045

I. **Call to Order**

Rex called the meeting to order at 1:04 PM

II. **Pledge of Allegiance**

III. **Roll Call**

Chairman Blaine Rex, Janet Moelaart, Cindy Pachner, Christopher Tapper (Village Manager),
Rebecca Harvey (Village Planner- McKenna), Shantel Pentland (Administrative Assistant)

IV. **Public Comment**

None

V. **Approval of Agenda**

Moelaart offered a motion with support from Pachner to approve the agenda for June 15, 2023,
as presented, motion passed 3-0.

VI. **Approval of Minutes**

Moelaart offered a motion with support from Pachner to approve the meeting minutes from
March 16, 2023, as presented, motion passed 3-0.

VII. **Unfinished Business**

None

VIII. **New Business**

8A.1- Roundtable Discussion

Manager Tapper shared some information with the Board regarding the recent Water Boil
Advisory. Staff handled the situation according to all guidelines set forth by EGLE, MDHHS and
MDARD. The issue was resolved quickly, and was conveyed to residents using social media, Nixle
(texts and emails), as well as press coverage from Channel 3 and Channel 8.

Manager Tapper provided an update on 550 W. Edgar Bergen Blvd. Mr. Ryan Rarick's purchase of this property was dependent upon many factors, and unfortunately this structure was not in compliance with the state fire code in regards to his type of proposed project. This property has fallen back to Mr. Bernard Sherburn, and is currently up for Auction on July 11th, 2023. The Board can decide to revert the zoning back to residential, if they wish, after 12 months since it was conditionally rezoned and will no longer be used as a care home.

Manager Tapper discussed the need for membership. Emphasis was placed on each member attending all meetings so the Board can continue to progress.

Rebecca Harvey, Village Planner, shared an update on the progression of the Master Plan update. The Southwest Michigan Planning Commission provided two proposals; both were reviewed by this board. Moelaart offered a motion with support from Pachner to accept proposal 2 from SWMPC, motion carried unanimously 3-0.

IX. **Planning Commission Comments**

Rex inquired about the USDA Grant that will improve Cedar St. infrastructure, namely the road. He suggested the contractors complete work in the summer months due to the largely increased flow of traffic during school months.

Rex shared that he would still like to see a sign at Village Limits showcasing Edgar Bergen.

X. **Adjournment**

Moelaart offered a motion with support from Pachner to adjourn the meeting at 1:44pm, motion carried unanimously 3-0.

Minutes submitted by: Shantel Pentland, Administrative Assistant



APPLICATION TO SERVE ON VILLAGE OF DECATUR BOARDS & COMMISSIONS

A separate application is required for each board or commission you wish to be considered for appointment. Applications remain active for one year from the date of submittal. Resumes are encouraged and may be attached to your application.

Name: Victoria (Vicki) E Coe	
Home Address: 300 E St Mary's St	Work Address: _____
Home Phone: 269-423-8579	Work Phone: _____
Cell Phone: 269-370-2632	Email: coev97@yahoo.com
Please note your preferred method(s) to be contacted:	
Please select the board or commission your application pertains to: <input type="checkbox"/> Village Council <input type="checkbox"/> Parks & Recreation Committee <input type="checkbox"/> Downtown Development Authority <input checked="" type="checkbox"/> Planning Commission	

Describe any experiences that led to your desire to serve the community:
I want to see Decatur Village + Twp grow in prospects and opportunities.

Provide a brief biography. Include your skills, background/expertise, as well as involvement in the community, professional or other nonprofit organizations that are specifically applicable to your desired board:
I worked for Van Buren Co for 17 years in the equalization / planning + was supervisor for the computer department.

Employment: List your three most recent employment experiences:

Dates of Employment	Company Name/Location	Position	Job Description
2008- Present Heritage Comm	Heritage of Kalamazoo	Contract work	Music
approx 2005-2007	Spartan Stores	Pharm tech	Pharmacy

Education: List your most recent educational experiences:

Educational Institution/School	Certificate/Degree Received	Area(s) of Study
Everest	Reg Pharm Tech	Pharmacy
SH HS	HS Diploma	College prep

Important Public Records Information: All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act. Please contact the Village Clerk at (269) 423-6114 if you have any questions or concerns about the disclosure of specific information.

Truth and Accuracy: I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that the information disclosed on this form will be publicly available as part of a Freedom of Information Act request.



Applicant Signature

7-10-23

Date

Return completed forms to: Village of Decatur
114 N. Phelps St.
Decatur, MI 49045



APPLICATION TO SERVE ON VILLAGE OF DECATUR BOARDS & COMMISSIONS

A separate application is required for each board or commission you wish to be considered for appointment. Applications remain active for one year from the date of submittal. Resumes are encouraged and may be attached to your application.

Name: Michele Gateley	
Home Address: 402 Lake Drive	Work Address: X
Home Phone: X	Work Phone: X
Cell Phone: 248-330-3002	Email: mickelou5@aol.com
Please note your preferred method(s) to be contacted: E-mail	
Please select the board or commission your application pertains to: <input type="checkbox"/> Village Council <input type="checkbox"/> Parks & Recreation Committee <input type="checkbox"/> Downtown Development Authority <input checked="" type="checkbox"/> Planning Commission	

Describe any experiences that led to your desire to serve the community:
currently sitting on the QR Fireboard and have found it to be very interesting

Provide a brief biography. Include your skills, background/expertise, as well as involvement in the community, professional or other nonprofit organizations that are specifically applicable to your desired board:
We moved from the Detroit area to Decatur in Nov 2017, I am on the QR board and the VFW Ladies Auxiliary as well as the Ladies Study Club.

Employment: List your three most recent employment experiences:

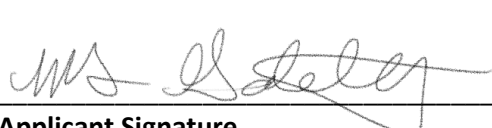
Dates of Employment	Company Name/Location	Position	Job Description
2006-2015	Compass Group	Chef Mgr.	Managed Corporate Kitchens
2001-2003	Peter's Palate Pizzeria	Catering/Kitchen Mgr.	
1989-2001	Compass Group	Chef Mgr.	Managed Corporate Kitchens

Education: List your most recent educational experiences:

Educational Institution/School	Certificate/Degree Received	Area(s) of Study
Oakland Community College	Assoc. Degree	General Science/ Major: Culinary Arts

Important Public Records Information: All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act. Please contact the Village Clerk at (269) 423-6114 if you have any questions or concerns about the disclosure of specific information.

Truth and Accuracy: I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that the information disclosed on this form will be publicly available as part of a Freedom of Information Act request.


 Applicant Signature

7/11/2022
 Date

Return completed forms to: Village of Decatur
 114 N. Phelps St.
 Decatur, MI 49045