



Village of Stockbridge
PLANNING COMMISSION
September 05, 2024, Approved Meeting Minutes
118 N. Center Street ~ 517 - 851 - 7435

The September 05, 2024, P.C. meeting was called to order at 6:31 p.m.

- Roll Call of P.C. Present.
Commissioner James Johnson, Commissioner Laura Loomis, Commissioner Daryl Anderson, Commissioner Jennifer Conant, Commissioner Kim Morehouse.
Also present: Attorney John Gormley, Village President Jill Ogden and representatives of McKenna Planning group LLC. Planner and Contract Manager Maya Baker and Maya associate McKenna Assistant Planner Andrew Mancinelli

Absent: Mia Ortaga Planner working with Maya on our project and Katrina Griffith, MCP Village Zoning administrator.

- Motion to approve September 05, 2024, agenda by Jennifer second by Laura. Discussion need to change the date of the next meeting from September 05, 2024, to October 03, 2024. No further discussion. Motion to approve amended agenda by Laura second by Jennifer Voice vote all in favor signify by saying aye those opposed signify by saying nay. Motion carried
- Motion to approval of Minutes from P.C. Meeting held on August 01, 2024, by James second who noted said minutes were not included in meeting packet but looking on computer from meeting packet sent to commissioners he saw no need for any corrections Seconded by Laura. Discussion. No discussion Voice vote all in favor signify by saying aye those opposed signify by saying nay. Motion carried.

PUBLIC COMMENT

- The P.C. Chair opened the meeting for public comment, there was no public comment, no one in attendance in the audience. Chair Closed public comment.

NEW BUSINESS

- The P.C. Chair introduced Gest representatives Maya Baker and Andrew Mancinelli from McKenna.
Background Information .
 - Maya applied for the Housing Readiness incentive Grant that is provided by MSHDA on behalf of the Village. Her application was successful resulting in the Village being awarded a \$50,000 grant to update our Chapter VI: Zoning and Land Use located within the Villages MUNICODE. The grant provides \$45,000 towards the consultant process and \$5,000 that can be used by the Village for administrative cost.
- Power point presentation by Maya Baker, McKenna representative pertaining to the \$50,000 Grant we received from MSHDA for : Zoning Ordinance Update – Housing Readiness Incentive Grant.
McKenna meeting Agenda
 1. Introductions from McKenna – Maya Baker & Andrew Mancinelli
 2. Project Background.
 3. Work Plan. Task 1: Project Initiation and Work Plan.

- Maya stated the Village will not get a bill from McKenna until after the grant has been executed.
- Maya provided some background on how we got to this point. When we finished the 2024 Master Plan the next logical step is to clean up the zoning ordinance Chapter VI of the Villages Municode.
- At the upcoming October 03, 2024, P.C. Meeting we will address Task 2 of project schedule

Task 2: Analysis and Annotated Outline

- Deliverable – Draft Diagnostic Review – Sept. 26 (for Oct. 3rd P.C. mtg.)
- Finalized Diagnostic Review and Annotated Outline to be provided after Oct. 03, 2024, PC meeting.

Maya opened meeting up to elicit questions from P.C. Commissioners, Village President, and P.C. Attorney.

- Daryl stated that at the kickoff meeting on August 12, 2024, we provided a partial list of items within the Zoning ordinance that need to be addressed i.e. Signage, Set back requirements, Legal non-conforming situations, sidewalks,
- Maya provided a basic version of the list of items we discussed at kickoff meeting on the T.V. screen. 1. Was the organization of the zoning ordinance. 2. Making sure there are no contradictions, or repetitive items, 3. Topics are located within the correct sections of Municode and make sense. 4. Provide consistent formatting. 5. Correction of grammar 6. Making sure things are very clear and easy to understand 7. Eliminating the confusion of what goes into zoning and what goes into the construction standards. 8. McKenna will look at how the zoning ordinance interacts with other sections of the Municode.
- John stated he did not care how McKenna organized the new Zoning ordinance as long as it fits into the Municode. Maya stated that they create a standalone document that is formatted to be seamlessly inserted into the Municode.
- Kim asked are we only addressing Chapter VI in Municode? Answer yes but we have to look at other chapters of Municode to make sure that things do not conflict with each other.
- James, Are we required to make changes because of stipulations stated in the grant application short answer is no it is not a condition of grant.
- James: How are changes to ordinances made. The Village Council makes the final determinations on recommendations made by P.C.
- Lots of discussion ensued with many questions from all participants.
 - Kim his main concern is that by accepting the grant the Village to agree to do certain things.
 - Maya answer not an issue.

Daryl. Polled each commissioner for issues that they remember that need to be addressed.

- More Discussion ensued.
 - Purchase of property that cannot be used for what they purchased it for.
 - Regulations for rentals for inspections. Property that is allowed to deteriorate can we address that? Pop up storage facilities property maintenance code zoning ordinance can say must follow act.
 - Jill asked if McKenna has the ability to address non Zonning ordinances answer not really but she would ask her company for recommendations of other firms that look at other topics in Municode.
 - Daryl asked what the next Steps are / Deliverables are
 - How do we get public impute for the public hearing?
- Maya : Overall time frame for completion is early next year .
- Future P.C. meeting related to Zonning chapter VI update will be limited to 2 hours max to review recommended McKenna changes.
- One week before October 28, 2024, by September 26, 2024, McKenna will provide a diagnostic review to P.C. in preparation for the October 03, 2024, P.C. meeting.
- Next meeting Daryl asked who was available for a joint meeting with the village Council at 7:00 p.m. on October 28, 2024. John said he was not available everyone else indicated they would attend said meeting
- Maya stated that sometime in early December we will have an educational meeting on ordinance implementation and use.
- Daryl said December is a short month let us do it on January 09, 2025. 6:30 p.m... for a Townhall meeting he asked how we were going to let the public know about the meeting. Several suggestions were made.
- We will have the who month of December to review the Finalized Diagnostic Review and Annotated Outline.
- Maya stated that the goal for completion of the Zoning Chapter VI update is in early spring 2025.
- Maya stated that at the end of the process, we will do a joint training session in administrating zoning ordinances.
- Daryl again polled commissioners for last thoughts none were forth coming.
- Motion to adjourn by Daryl second by Jennifer voice vote motion caried meeting adjourned at 7:59

NEXT MEETING

- a. October 03, 2024