

VILLAGE OF LAKE ODESSA  
PLANNING COMMISSION

**DRAFT**

MINUTES

**REGULAR MEETING - MONDAY, JULY 22, 2019**

Page Memorial Building  
Lake Odessa, Michigan

Present: Karen Banks, Beth Barrone, Al Hamp, Patrick Reagan, Lisa Williams  
Absent: Deb Fraccarolli, Daryl Hartzler

Meeting called to order by Chair Williams at 6:42 p.m.

1. **PUBLIC COMMENT:** None.
2. **MINUTES:** Motion by Barrone, support by Hamp, to approve minutes of 6/10/2019 special meeting. All ayes; motion carried (5-0) with Fraccarolli and Hartzler absent.
3. **ACTION & DISCUSSION ITEMS:**

a) **Request for re-zone of parcels on Fourth Avenue and Lakeview Drive**

Discussion was held regarding a rezoning request from the following property owners:

- Cindy Gillette, 1002 Lakeview Drive
- Sandra Guthrie, 450 Fourth Avenue
- Vicki Davison, 450 Fourth Avenue
- William Rogers, Parcels #101-190-000-140-00 and #101-190-000-135-00
- Mary Colleen Debler, 926 and 930 Lakeview Drive

Reagan explained that applicants who request rezoning of a parcel are required to pay a \$400 fee, as set by the Village Council. He also reported that other zoned communities require applicants to submit a form on which applicants provide more detailed information about their request. As an example, a copy of the form used by the City of Ionia was provided to commission members. Reagan recommended that a similar form be developed for use by the current applicants and other applicants in the future.

Following discussion, it was agreed that Reagan prepare a rezoning application form and forward same to the above property owners.

Motion by Banks, support by Williams to table further action until such time as the property owners submit a completed application form and pay the accompanying fee. All ayes; motion carried (5-0) with Fraccarolli and Hartzler absent.

**b) Request from Mr. Bill Bulling to use Village right-of-way to access parcel**

Reagan reported that Bill Bulling owns a parcel which is adjacent to an unimproved section of Third Avenue south of Fourth Street, and which otherwise has no frontage on an improved street. Bulling is requesting assistance from the Village to be able to gain access the property.

Reagan described some options to remedy the situation, including vacating the Third Avenue right-of-way and granting Bulling an easement by right, or allowing Bulling to build a street to access the property. Reagan has referred the matter to the Village's attorney and will provide more information at an upcoming meeting.

**c) Alleyways:** Reagan reported that there appears to be an issue regarding alleys throughout the Village, and requested that members give some thought to the matter and provide input at their convenience.

**4. BOARD MEMBER COMMENTS:** None.

**5. ADJOURNMENT:** Motion by Banks, support by Barrone to adjourn. All ayes; motion carried (5-0) with Fraccarolli and Hartzler absent. Meeting adjourned at 7:04 p.m.

Respectfully submitted,

Karen Banks, Recording Secretary