

**VILLAGE OF LAKE ODESSA  
PLANNING COMMISSION**

**MINUTES**

**REGULAR MEETING  
MONDAY, MARCH 25, 2024 - 7:00 p.m.**  
Page Memorial Building  
Lake Odessa, Michigan

Present: Karen Banks, Beth Barrone, Ben DeJong, Meg Wheeler, Martha Yoder  
Absent: Al Hamp  
Staff: Kathy Forman, Jeanne Vandersloot

1. **CALL TO ORDER:** Meeting called to order by Chair Wheeler at 7:00 p.m.
2. **AGENDA:** Motion by Barrone, with support by DeJong, to approve agenda as presented. All ayes; motion carried 5-0.
3. **PUBLIC COMMENT:** None
4. **MINUTES:** Motion by Yoder, with support by Barrone, to approve minutes of 1/22/24 meeting. All ayes; motion carried 5-0.

5. **ACTION ITEMS:**

a. **Master Bid Plans:**

A discussion was held about the important areas to focus on. Suggestions were housing, central business district and recreation facilities. An agenda should be set with guidelines to follow to achieve each goal in the plan. Grant possibilities should be investigated. The village should look at ways to lower the cost of the bids. Using local sources for the visioning session was suggested, possibly Village Manager Guetschow would be able to facilitate this.

It was decided to invite McKenna and Beckett & Raeder, Inc. to a meeting for an in-person interview and presentation of their plan.

Motion by Barrone, with support of DeJong to set a special meeting on April 16, 2024 with an alternate date of April 11, 2024 for presentations by McKenna and Becket & Rader. All ayes; motion carried 5-0.

6. **BOARD MEMBER COMMENTS:**

Jeanne asked for guidance from the planning commission regarding a Zoning Permit Application from Mike Mouch for an addition at Conrad's Oil Change which she has received. There is a special use already granted for the address. Jeanne needs help understanding if the Planning Commission will require a new site plan or not. After discussion it was decided Jeanne could issue the Zoning Permit and a new site plan wouldn't be needed. Jeanne also asked if the Special Use Ordinance should have language allowing for changes up to a certain percent of size increase.

Al Hamp turned in a letter of resignation to Village President Karen Banks. This will be presented at the Village Council Meeting on Monday, April 15, 2024.

7. **ADJOURNMENT**: Motion by DeJong, with support by Banks, to adjourn. All ayes; motion carried 5-0. Meeting adjourned at 7:35 p.m.

Respectfully submitted,

Kathy Forman  
Village Clerk / Treasurer