

**EMPIRE VILLAGE PLANNING COMMISSION
REGULAR MEETING MINUTES
TUESDAY, NOVEMBER 1, 2023**

The Empire Village Planning Commission held a regular meeting on Tuesday, October 3, 2023, in the Empire Township Hall.

Schous opened the meeting at 7:00 PM.

ROLL CALL –Bacon, Chase, Collins, Deering, Ellibee, Schous, and present.

Motion by Chase, supported by Bacon to approve the October 3, 2023, regular meeting minutes as presented. AYES: 7, NO: 0. MOTION PASSED.

TREASURERS REPORT – Chase summarized the planning commission expenses to date.

ADDITIONS/CHANGES TO THE AGENDA – Sign Ordinance added to Unfinished Business. Scheduling of a Special Meeting added to New Business.

CONFLICT OF INTEREST – Collins will abstain from voting on any Sign Ordinance motions.

PUBLIC COMMENTS & CORRESPONDENCE – Schous read a resignation letter from Steve Stepanek.

ZONING ADMINISTRATORS REPORT – The September-October 2023 ZA report was received. Schous provided more detail on the Land Use Permit that was issued for an installation of an electrical vehicle charging station on parcel no. 041-300-049-00. A “Level A” Site Plan Review was conducted.

Sign Ordinance No. 142

Section 10 – Wall Sign: 1 sign *per building*. ~~1 street façade~~. If multiple businesses are within a building, they shall share the total 32 square feet. Members discussed if the wording should revert back to 1 sign per street façade. After a lengthy discussion, consensus to leave it as written.

Recreation Plan

Continued discussion on the process of properly updating the Recreation Plan. The planning commission will be updating outdated and obsolete data. No new goals and objectives or ideas will be implemented at this time. Bacon will update the census information and the budget numbers. The new Shalda Park accessible walking path and fitness equipment can be marked as completed. The joint project with the Leelanau Conservancy to connect Shalda Park with Conservancy land with a trail was completed. A complete review and update of the Recreation Plan will be part of the 2024 Master Plan Update.

COMMITTEE REPORTS – Bacon reported that the Village Council will not hold work sessions in November and December. Bacon stated that the planning commission planning budget should be looked at for the next fiscal year.

PUBLIC COMMENT – None.

PLANNING COMMISSION MEMBERS AND CHAIRPERSON COMMENTS – None

ADJOURNMENT – There being no further business, the meeting adjourned at 8:30 pm.

Alacia Acton, Recording Secretary

These minutes were approved at the February 6, 2024, Village of Empire Planning Commission meeting.