**Village of Cement City**

**Planning Meeting Minutes**

December 16, 2014 6:00 p.m. Village Hall Planning Meeting

The regular meeting of the Planning Commission was called to order at 6:00 p.m. Attendance: 1 Citizens present. Members present: Eric Wittenberg, Mel Cure, and Sande Ellis. Eric Trumble, and Carol Ladd were in attendance.

Complaints-None.

Public Participation-None.

**Old Business**- Eric Wittenberg gave an update on the Master Plan stating that the draft must be released to the public for comment and submitted to those local municipalities who were first given notice of the update. After 63 days of viewing, a public hearing will be held and will then be presented to the council for adoption. Eric will fine tune necessary updates and add the needed maps.

**New Business**- Commissioners reviewed an application for a conditional use permit at 401 Main Street. After closer examination, applicant needs to fill out the original zoning request with site plan and floor plan and pay the necessary fee. Eric Trumble will approach the applicant with directions.

Commission talked about concerns and laid out potential conditions:

Must have an active business

Must meet codes (electrical, plumbing, etc.)

Must meet fire code

Must have ample parking, 2-3 plots

Must have bathroom, kitchen and living quarters on second floor

Must have at least 2 means of entering/exiting building

Must have a license to do business in the state of Michigan, LLC or DBA

Must prove ownership

Must agree to time frame (p. 36-210 days to start process and 575 days to complete)

Must make updates as necessary that arise from inspections

Must have description of property

Ladd informed the group that envelopes are ready to send for a hearing for all owners within 300’ of the property. The Planning Commission will need more time to discuss conditions and to consider legalities.

Commissioners set the next meeting for Tuesday, Jan. 6th at 6:00 p.m.

**Good & Welfare**

Meeting adjourned at 7:00 p.m.

Submitted by Carol Ladd, Clerk Approved by Eric Wittenberg, Chair