

REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
Council Chambers, City Hall
August 22, 2011 – 7 pm

Meeting was called to order at 7:07 p.m. by Chairman William Wascher.

The Pledge of Allegiance was recited by all in attendance.

Roll Call was taken by Recording Secretary Marty Stinson.

MEMBERS PRESENT: Chairman William Wascher, Secretary Melvin Renfrow, Commissioners Burton Fox, Brent Smith, and Thomas Taylor.

MEMBERS ABSENT: Vice-Chairman Francis Livingston, David Bandkau, Cindy Popovitch and vacancy.

OTHERS PRESENT: Adam Zettel, Assistant City Manager and Director of Community Development.

AGENDA APPROVAL:

MOTION BY COMMISSIONER FOX, SUPPORTED BY COMMISSIONER TAYLOR TO APPROVE THE AGENDA FOR AUGUST 22, 2011 AS PRESENTED.

YEAS ALL. MOTION CARRIED.

MINUTES APPROVAL:

MOTION BY COMMISSIONER FOX, SUPPORTED BY COMMISSIONER TAYLOR TO APPROVE THE MINUTES OF THE MEETING OF AUGUST 8, 2011.

YEAS ALL. MOTION CARRIED.

COMMUNICATIONS:

1. Staff memorandum
2. PC minutes from August 8, 2011
3. Master plan material

COMMISSIONER/PUBLIC COMMENTS: None

PUBLIC HEARING: None

SITE PLAN REVIEW: None

BUSINESS ITEMS: None

ITEMS OF DISCUSSION: **MASTER PLAN PUBLIC OUTREACH**

Adam Zettel, Assistant City Manager and Director of Community Development, reviewed some points from his memo to the commissioners dated August 15, 2011. Discussion began regarding the disbursement of the survey. Suggestions were online at the city's website, at the Farmers and Artisan Markets, presentation to various groups, though the water bill, possible direct mail, and notices in the newspaper. There may also be possible follow-up questions to specific groups. Also suggested was a newsletter to occupants, checking voters' registration for addresses, and distributing the survey to the middle and high schools.

Discussion about the content of the survey involved changing (and shortening) the survey for the middle and high school students; asking about age and income levels for the city-wide survey; noting responses from the four quadrants for further planning; and planned disbursement date and closing date.

Mr. Zettel continued the discussion with the board about the focus groups. We need volunteers from the Planning Commission, professionals from Baker College and Memorial Healthcare, other community professionals and citizens. It was decided to have four focus groups. One for the State Highways, M-21, 52 and 71; another for Baker College and Memorial Healthcare, a third for Westtown, and a final focus group for the downtown area. Various names were taken by Mr. Zettel for contact and inclusion to these groups. He will speak to the individuals and set up the times for the focus groups to meet.

COMMISSIONER/STAFF COMMENTS:

Mr. Zettel noted that he talked to Gary Palmer about the newest Premier Waste building at 1901 W. South Street. The building will be 40 x 60 feet at this time with the possibility to expand to the full 100 feet when the economy improves. A letter was delivered explaining the change to the site plan. Discussion continued with Commissioner Fox about the berm still not being done. Mr. Zettel said the berm was done and it would too difficult to change it now. Chairman Wascher commented about the dead trees. Mr. Zettel stated those could be replaced.

ADJOURNMENT:

MOTION BY COMMISSIONER FOX, SUPPORTED BY COMMISSIONER TAYLOR TO ADJOURN AT 8:44 P.M.

YEAS ALL. MOTION CARRIED.

m.m.s.

Melvin Renfrow, Secretary