

**City of Marine City  
Planning Commission Meeting  
January 9, 2017**

A regular meeting of the Marine City Planning Commission was held on Monday, January 9, 2017, in the Fire Hall, 200 South Parker Street, Marine City, Michigan, and was called to order by Vice Chairperson Menchaca at 7:00 pm.

After observing a moment of silence, the Pledge of Allegiance was led by Vice Chairperson Menchaca.

**Present: Vice Chairperson Rudolofo Menchaca; Commissioners Graham Allan, William Beutell, Joseph Moran; City Commissioner David Simpson; City Manager Elaine Leven; Deputy Clerk Elizabeth McDonald**

**Absent: Commissioners Linda Gabler and Keith Jenken; Building Official Susan Wilburn**

Motion by Vice Chairperson Menchaca, seconded by City Commissioner Simpson to excuse Commissioners Gabler and Jenken from the meeting. All Ayes. Motion Carried.

**Appoint Chairperson**

Motion by Vice Chairperson Mechaca, seconded by Commissioner Beutell, to nominate Commissioner Moran as Chairperson of the Planning Commission. All Ayes. Motion Carried.

**Communications**

None.

**Public Comment**

No residents addressed the Commission.

**Approve Agenda**

Motion by City Commissioner Simpson, seconded by Commissioner Menchaca, to approve the Agenda, as presented. All Ayes. Motion Carried.

### **Approve Minutes**

Motion by City Commissioner Simpson, seconded by Commissioner Menchaca, to approve the November 14, 2016 Meeting Minutes of the Planning Commission, as presented. All Ayes. Motion Carried.

### **Unfinished Business**

#### ***Master Plan Proposal - Bid***

City Manager Leven stated that she had received a bid from the St. Clair County Metropolitan Planning Commission (MPC) to update and combine the City's Master Plan and Recreation Plan with a total cost not to exceed \$11,315.00. City Manager Leven also added:

- The initial cost estimate received in 2015 for the updates was \$12,000.00.
- \$2,500.00 was spent to date for the County to run the Visioning Session, which determined light updates to the City Master Plan were needed.
- Believed the Recreation Plan and City Master Plan should be combined.
- Redevelopment Ready Community Standards should be added to City Master Plan to better obtain grant funds.
- Marine City would be the first community in St. Clair County to pursue the addition of the Redevelopment Ready Community Standards.

The Board discussed the possibility of combining the Recreation Plan and City Master Plan and what steps would need to be taken to accomplish this. City Manager Leven stated that the County would advise the City of the process and provide a schedule of tasks to be completed for the entire project. It was suggested that City Manager Leven contact the County to acquire a tentative schedule for the project, in addition to possible dates for a public input meeting regarding the Recreation Plan.

Motion by Commissioner Allan, seconded by City Commissioner Simpson, to accept the bid from the St. Clair County Metropolitan Planning Commission to update and combine the City's Master Plan and Recreation Plan with a total cost not to exceed \$11,315.00, as presented. All Ayes. Motion Carried.

### **New Business**

None.

### **Adjournment**

Motion by City Commissioner Simpson, seconded by Commissioner Menchaca, to adjourn at 7:24 pm. All Ayes. Motion Carried.

Respectfully submitted,

*Elizabeth McDonald*

Elizabeth McDonald  
Deputy Clerk

*Kristen Baxter*

Kristen Baxter  
City Clerk