

**Minutes for a Regular Meeting  
Of the Winthrop Planning Commission  
Monday, May 18<sup>th</sup>, 2015**

A Regular meeting of the Winthrop Planning Commission was called to order at 5:00 pm on Monday, May 18, 2015, in the City Administrators office in City Hall for the purposes of conducting the business of the city.

- I. CALL TO ORDER** The meeting was called to order at 5:00 pm by Chairman Froehlich.

**ROLL CALL** Commission members Ryan Froehlich, Mark Santelman Peter Schuckert, and Duane Piere, were present. City Staff present: Administrator Jenny Hazelton, City Attorney Don Lannoye, City Clerk Barb Ahlbrecht. Audience Members present: James Mayer, Cornish Township, Jessica Wiborg, Nicole Peterson.

- II. PUBLIC HEARING**  
No public hearings were scheduled.

- III. APPROVAL OF MINUTES**  
Motion Schuckert, second Piere to approve the April 15<sup>th</sup> & 29<sup>th</sup>, 2015 minutes. Passed voice vote.

**IV. NEW BUSINESS**

- a. **Nicole Peterson Comprehensive and Strategic Planning Consultants (CSPC).** Nicole introduced herself to the Commission and presented some information on her experience working with local governments and townships with regard to comprehensive city plans. The commission agreed to have her send a proposal and see what she has to offer for services and costs. It would be discussed at the next regular meeting. There was also discussion on a timeline for updating the current comprehensive plan and the process that involves. Santelman offered to put together a preliminary timeline and bring it to the next meeting. It was also discussed to put together a steering committee with community members and maybe hold an open house to get a feel for the level of interest in a project like this.
- b. **Speed Sign Permit** Lannoye advised that this type of city sign does not need a city permit.

**V. UNFINISHED BUSINESS**

- a. **Zoning Authority Section 902.05 of the Zoning Code.** Hazelton explained that the townships were told that this issue will be tabled this month due to the possibility of including this discussion with updating the comprehensive plan. Lannoye told the commission that with the

presentation of Ms. Peterson and the possibility of beginning the process to update the comprehensive plan that maybe we could address the jurisdiction issue at that time. Santelman felt that the discussion should be held sooner and the commission agreed. Hazelton was advised to invite them to the next meeting to discuss the jurisdiction issue.

**VI. SCHEDULE NEXT PLANNING COMMISSION MEETING**

The next regular Planning Commission meeting is scheduled for Monday, June 15<sup>th</sup>, 2015, at 5 o'clock pm.

Motion Rickheim, second Piere to adjourn. Passed Voice Vote. Meeting adjourned at 5:58 pm.

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Chairman Froehlich

ATTEST:

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City Administrator