

Village of Bellaire

MASTER PLAN COMMITTEE

Dan Bennett, Georgia Jean Burns, Tani Carl, Butch Dewey, William Drollinger, Fred Harris, Brad Kik, Don Seman and Margie Thomas-Boyd

Master Plan Committee Meeting Minutes

May 22, 2019

5:30 p.m.

1. **Call to Order:** The meeting was called to order at 5:30 p.m.
2. **Roll Call Attendance:**
 - Present:** Dan Bennett, Georgia Jean Burns, Tani Carl, Butch Dewey, Bill Drollinger and Don Seman
 - Absent:** Brad Kik, Fred Harris and Margie Thomas-Boyd
 - Staff Present:** Lori Lockett, Zoning Administrator
 - Also Present:** Sarah Lucas on behalf of Networks Northwest

3. **Approval of Minutes:** The minutes of the April 10, 2019 meeting were approved as presented.

Motion by Don Seman, seconded by Dan Bennett, to approve the minutes of the April 10, 2019 meeting as presented. Motion carried by voice vote.

4. **Unfinished Business:**

a) **Review of Draft Master Plan:** Ms. Lucas noted that the current draft contains the new Future Land Use Map. The boundaries have not changed. One category was changed from Conservation Residential to Clustered Residential. The colors have been changed and the map cleaned up to make it easier to read. The Existing Land Use Map and Zoning Map are also included. Formatting issues and editorial content has been corrected. This is hopefully the final committee review. The next step is to send it on to the Planning Commission to recommend that it be released for review. Bill Drollinger said that he had gone through it. He asked if there were any other changes. Ms. Carl noted certain grammatical and other errors including: page 29 reference to Empire; page 32 skips to page 34. Ms. Lucas explained that the two pages between are sidebar which can be put together. Other changes include page 49 under schools, there is reference to a woodworking shop which is no longer; spacing between the percentage sign and “of” on page 45; under Water Resources “lithology” is one word. There was discussion about changing the picture on the cover. The photograph provided by Mrs. Burns will be scanned and sent to Ms. Lucas. Butch Dewey asked about the process once the committee makes a recommendation to the Planning Commission. Ms. Lucas explained that the Planning Commission makes a recommendation to the Village Council; the Village Council decides whether to release the plan for review. Ms. Lucas reviewed the written synopsis of the Master Plan approval process. From the committee it goes to the Planning Commission; the Planning Commission recommends to Village Council to release the Master Plan for review. The Village Council passes a motion stating that the plan is being released for the 63-day review period. The notice of review goes out and the plan is made available at the village offices, on line, at the public library and a copy is provided to the county. All who received notice of intent to plan receive notice of the review period. Comments will then be sent to Zoning Administrator Lockett who will be working with Networks Northwest to tabulate all of the changes. Generally, there are not many. Networks Northwest will send a memo to the Planning Commission outlining the suggested changes and recommendations based on comments received. The Planning

Commission will hold a public hearing for which at least 15 days' notice in the newspaper must be provided. The public hearing is held and additional comments taken. After the public hearing, a motion is made to approve the Master Plan as presented or with changes discussed. The Village Council may wish to have the final say. If they do, a resolution is required which will be acted on to adopt the plan. Ms. Lucas explained that her time with Networks Northwest ends at the end of this month. Cathy Eagan is the Community Development Manager. A motion for a recommendation was requested and made.

Motion by Butch Dewey, seconded by Dan Bennett, to recommend to the Planning Commission that they recommend to the Village Council the release of the draft Master Plan with changes as discussed at the May 22, 2019 meeting, for the required 63-day public review period. Motion carried by voice vote.

5. **New Business:** Zoning Administrator Luckett asked whether the committee member from the Planning Commission could hold a special meeting for the purpose of making the required recommendation to the Village Council. After brief discussion, those members set a meeting for Tuesday, June 4, 2019 at 5:00 p.m. If recommended, the Village Council can consider request at their meeting on June 5.
6. **Correspondence/Reports:** Ms. Lucas was thanked for her assistance with the Master Plan preparation.
7. **Adjournment: Meeting adjourned at 5:50 p.m.**

Minutes compiled by:
Lori Luckett, Zoning Administrator & Recording Secretary
Minutes are subject to approval

Approved: _____

Date: _____