

**PLANNING COMMISSION
CITY OF THE VILLAGE OF DOUGLAS
CITY HALL – 86 W CENTER STREET, DOUGLAS, MI**

**REGULAR MEETING
WEDNESDAY, JULY 8, 2020 – 7:00 P.M.**

MINUTES

A. Call to Order: Chair Kenny called the meeting to order at 7:00 PM

B. Roll Call: Present – Heneghan, Stewart, Seabert, McWebb, Kenny, Pattison, Buszka
Absent – None
Also Present – City Planner Wikar

Agenda Approval: - Pattison, supported by Seabert, made a motion to approve the Planning Commission Agenda for July 8, 2020 as presented. Motion approved by unanimous voice vote.
Approval of Minutes: – Seabert, supported by Buszka, made a motion to table the Planning Commission Minutes for June 24, 2020 and have the recording secretary add more detail. Motion approved by unanimous voice vote.

C. Public Comment: – None

D. Communications – None

E. New Business:

1. Amendment of Bylaws - Members discussed reviewing and possibly updating Planning Commission bylaws. Kenny proposed his revised bylaws that he amended from the Michigan State Extension. Pattison, supported by Seabert, made a motion to open the bylaws discussion and to spend no more than 30 minutes on the topic. Motion approved by unanimous voice vote. Commission reviewed the first half of the proposed bylaws. Buszka, supported by Seabert, made a motion to postpone the reworking of the Planning Commission bylaws to a workshop date set Monday, July 27, 2020 at 5:00 PM, not to exceed 2 hours. Motion approved by unanimous voice vote.
2. Conduct, Meeting Decorum, and Parliamentary Procedure Discussion – Wikar gave an overview of the City’s public servant code of conduct, principles for a public office, and tips for a more effective meeting.

F. Old Business: None

G. Reports of Officers, Members, Committees: - Seabert stated that the City Council wants the sub sign committee guidelines updated soon. Wikar stated he hopes to have that policy in 2 weeks for how we review signs on City assets.

H. Public Comments: – Tracey Shafroth – 271 Water St. Tracey thanked the Planning Commission for looking into these issues, for their time, and is grateful the Planning Commission is there.

I. Adjournment - Seabert, supported by Buszka, made a motion to adjourn meeting. Motion approved by acclamation at 9:10 p.m.

Respectfully Submitted by Jenny Pearson, Deputy Clerk