

Village of Clarksville  
Planning Commission  
2017 Annual Report

January

- Bonnie provided a Council report that stated that the council accepted to allot up to \$500.00 for additional materials, if needed, for an ice skating rink.
- Zoning Administrator Derek Byers reported that the current church dirt parking lot needs to be rezoned because it is currently zoned as R2. Planning Commission recommended Pastor Tim (Clarksville Bible Church) to research and present future ideas to the Planning Commission.
- Bob reported that the annual ice skating rink was approved by the Campbell Township.
- Reviewed 2016 Annual Planning Commission Report.
- Reviewed 2017 Annual Planning Work Program.
- Planning Commission Members nominated and appointed Planning Commission Officers for 2017:
  - Robert Blocher as Chairperson
  - Diane Sheldon as Vice Chair
  - Jami Manszewski as Secretary

February

- Bonnie reported that RESOLUTION #2017-01 AMEND RULES OF ORDER FOR VILLAGE COUNCIL MEETING was adopted by the council.
- Scott and Diane Briggs were present to discuss their future possibility of a pole barn/garage building being built on their property at 155 W. Cross St. After discussion of the members, the Planning Commission recommended a variance to be submitted to the ZBA on the future structure.
- Bob reported when the community signup was for baseball. He also stated that new community members are stepping up to run the program at Campbell Twp. Park.

March

- Bonnie provided a Council report that stated:
  - Village Council appointed village resident John Jewell to fill the vacant term of Village Planning Commissioner.
  - Bobbie Kimble and Lu Baxter are volunteering to continue caring for street planter flowers. Baxter has offered to continue overseeing maintenance of plants & flowers surrounding Clarksville Bible Church's village gazebo.
  - Village Council renewed Ionia County Sheriff Contract Agreement.
- The Master Plan was reviewed and edited by the commissioners and was to be sent to the Village Clerk to be submitted to council for approval.
- The Planning Commission reviewed 1.2.A in the By-Laws and this topic will be presented for discussion at the Tim Johnson training.

April

- Ex Officio, Bonnie Main, reported that;
  - The council accepted the JSCC \$4,555.00 bid to remove ramp & replace with sidewalk at 126/130 S. Main Street and repair areas of damaged curb.
  - The ZBA passed the Variance Application was passed for the property at 155 W. Cross St.

- Planning Commissioner, John Jewell, reported back to the commissioners from previous discussion regarding why Ionia County college students are charged as “non district residents” to all local colleges. He has been trying to get answers from the Lakewood Superintendent on why this is. He will continue to work on this project. For future planning of Clarksville, the commissioners feel that fixing this issue, could help bring young people to the area.
- John Jewell also presented the app called “Next Door”. He feels that this app may help better the communication amongst village residents. He wants to get the word out as much as possible. It was decided by Bob Blocher to add “Next Door App” to May’s Planning Commission Agenda to better explore the idea.

#### May

- Bonnie provided a Council report:
  - Ionia County Building Inspector, Jim Seibel gave an update concerning property 103 N. Main & 105 previously cited as a dangerous structure. The owner had been given notice to repair or demolish the building. A follow up will be reported back from the building department in the near future.
  - It was approved for Manszewski Landscaping bid of \$1,050.00 Seasonal Banner Installation, \$600.00 Landscaping, Bark, & Flowers at Village Limit Signs, \$80 Bark for Village Gazebo if needed, and \$650.00 to Power Wash, Clean Gutters, & Wash outside Windows of Village Hall.
- Jami reported for Project Clarksville, and encouraged the commissioners to tell others to keep supporting local businesses. Many “older” businesses are struggling.
- The Master Plan edits done by the Planning Commission, were currently being reviewed and edited by Village Clerk to be accepted by the council.
- Planning Commissioner, John Jewell, reported back to the commissioners from previous discussion regarding the “Next Door App”. He mentioned more residents have signed up and are currently using the app in the Village.
- It was brought to the commissioners for discussion, that the future Christmas decorations for street lights, need to be researched. The Planning Commission decided that it will be a 3 year goal to have all new updated decorations.

#### June

- Upon rollcall taken before meeting, by Secretary Jami Manszewski, it was found that the Clarksville Planning Commission was not able meet the needed quorum of members to conduct a monthly meeting. Chairperson, Bob Blocher, called the meeting cancelled. Jami notified all commissioners and posted a sign at the Village Hall.

#### July

- A report was heard by Bonnie Main:
  - It was accepted that Grade A Gutter Systems \$1,970.00 bid to install new commercial grade covered gutters at Clarksville Village Hall.
  - It was also accepted that Airtight Insulation LLC \$4,150.00 bid to seal crawl space under Village Hall.
- Discussion about Analysis of Zoning Issues and Solutions will be ongoing. Information regarding backyard chicken ordinances from other municipalities will be researched for discussion at next meeting. Planning Commissioners are encouraged to review current zoning standards to discover and share what may need to be amended or updated such as section §152.058 Satellite Dish Antenna (B)(3) Roofs – which prohibits satellite dishes on roof tops. Amendment recommendations may be made routinely and brought to council. Clark encouraged planning

commissioners to review entire zoning ordinance and recommend multiple ordinance amendments at least annually. These efforts will help keep our zoning regulations updated and to better fit the needs of our community.

- Motion by Culp and supported by Jewell to purchase six LED 5' Silhouette Scroll Banner Enhancers at cost of \$315.00 each with discount & shipping total \$2,019.47. The intent is to purchase additional Banner Enhancers over next two years as authorized within budget set by council for street decorations. These non-seasonal lights may be left up year round.
- Jewell shared his research regarding "Community College Opportunities" seeking avenues to partner with local colleges outside of our county how to obtain tuition breaks similar to Kent & Montcalm Counties. He is currently exploring ideas with Lakewood Public School Superintendent Randy Fleenor.

#### August

- The August Planning Commission meeting was cancelled.

#### September

- Bonnie provided a Council report:
  - A \$3,000.00 proposal made by CL Trucking & Excavating LLC, was accepted for the Catch Basin Repair in 3 locations.
  - The Beautify Our Business Community Grant Program was renewed through October 31st, 2018.
  - ZONING BOARD OF APPEALS: The Variance Application was approved for 166 First Street, to construct a 1440 sq. ft. pole barn/garage.
- Bob reported that recycling will be back in town for the winter starting in November. He also stated that it will be made available to start accepting poly styrene, also known as "Styrofoam" in the near future.
- Jami reported for Project Clarksville and stated that the group is at a standstill with no further updates. She also noted that the former doctor's office is being sold by Spectrum and encourages those interested, should look into it.
- The annual ice skating rink located at the Campbell Township Park, was passed, and is ready to be set up in the month of October, to ensure it be ready for the beginning of winter.
- The topic of "vacant buildings" on Main Street was discussed. An update was heard on the building connected to Papa C's. Any further updates will now come from Ionia County. The Planning Commission will be in many more discussions in the near future, coming up with ideas for vacant buildings.

#### October

- Bonnie provided a Council report that stated:
  - It was passed to renew annual contracts with Shari Clark/Hall Rental, Robbie Mutschler/Hall Cleaning, Derek Byers/Zoning Administrator, and a three year contract with Stahl Lawn Care/Leaf Removal.
  - It was accepted to pay Rose Barratt \$50.00 to distribute leaf removal fliers w/ community information on posted on back side.
- Bob Blocher reported:
  - The ice skating rink is set and ready for water when the weather gets cold enough. It will be housed underneath the pavilion this year. He will be checking with Campbell Township about donating a porta potty to be used for public use during the winter.

- He also reached out to Ionia County in regards to the vacant and damaged building connected Papa C's. It was expressed to him by the county clerk, which they have contacted the owners, whom are out of state, and the county is taking action. Depending on if the owners are compliant on the issue, will depend if it will go to court or not.
- He also checked with Ionia County about Village of Clarksville and Liquor Licensing. Any business inquiring about obtaining such a license shall contact the State of Michigan.
- The Master Plan edits done by the Planning Commission, are currently being reviewed and edited by Village Clerk to be accepted, however, the commissioners discussed what pictures that are currently in the Master Plan and which ones need to be updated or removed.
- The topic of "Medical Marijuana" was discussed. While the subject does indeed involve the Village of Clarksville, it has to first be voted on or against in Campbell Township and at county level. At this time, no changes have been made and no motions have been taken regarding the topic. The Planning Commission will be keeping up with any updates as they may arise on this issue in the future.
- Ordinance § 152.059 KEEPING IF ANIMALS was reviewed by commissioners, concerning the topic of the "keeping of backyard chickens". Jewell handed out copies of examples of such ordinances from surrounding municipalities. Commissioners will continue to discuss this topic to see what best fits the Village of Clarksville.

#### November

- Ex Officio, Bonnie Main, reported:
  - The \$900.00 estimate from T&G Tree Service to trim trees was accepted.
  - A resolution was made to appoint 3 new & re-appoint 2 planning commissioners which will reflect staggered terms: McAlary partial term ending November 2018, Mason partial term ending November 2019, and Culp, Jewell, & Lee 3 year terms to end November 2020.
- Jami reported for Project Clarksville, and shared information on Clarksville Bible's Bethlehem Village event. This event will be held at the former Clarksville Elementary on December 8th from 6pm-8pm. Public is welcome.
- It was mentioned by Sheldon, that we add the Pledge of Allegiance to future Agendas. Commissioner agreed.
- The subject of "Backyard Chickens" was discussed. John Jewel will draft an example ordinance on "keeping of backyard chickens" to present to commissioners.

#### December

- Bonnie provided a Council report:
  - Evaluation of seasonal banner enhancement lights was referred to Planning Commission to recommend placement.
  - VILLAGE ORDINANCE #72 PLANNING COMMISSION to Amend Section 102.A. of Ordinance #42 to increase membership to nine members was passed.
  - RESOLUTION #2017-02 APPOINTMENT OF VILLAGE PLANNING COMMISSIONERS was accepted.
- A report was heard by Derek (Zoning Administrator). He brought up the discussion of "Haven of Hope" and their intentions with the former Clarksville Elementary.

- It was stated that the current decorative lights on the street poles may have to be replaced to something more effective to keep out all year long to better weather the elements. The group realizes that it may have to be more of a “group” project in the future in deciding decorative lighting.

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Planning Commission Chair – Robert Blocher

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Planning Commission Secretary – Jami Manszewski