

**Village of Clarksville**  
**Planning Commission**  
**2020 Annual Report**

**January**

- The 2020 Planning Commission Officers are the following:
  - Chairperson – Nicholas Lee
  - Vice Chairperson – Len Wahl
  - Secretary – Jami Manszewski

**February**

- Jami Manszewski reported for “Project Clarksville”. She noted that the “Main Street” businesses agreed to report back to the Village, that they are in favor of the removal of the planters on the sidewalk.
- The FINAL edits were made and read regarding the 1<sup>st</sup> draft of the Demolition Ordinance. A motion was made by Wahl to have the final copy submitted to the Village Council for approval. It was supported by McAlary. All in favor, motion passed.

**March**

- Cancelled meeting due to COVID-19 pandemic and issued “Stay at Home” order from Governor Whitmer.

**April**

- Cancelled meeting due to COVID-19 pandemic and issued “Stay at Home” order from Governor Whitmer.

**May**

- Cancelled meeting due to COVID-19 pandemic and issued “Stay at Home” order from Governor Whitmer.

**June**

- Cancelled meeting due to lack of quorum.

**July**

- The commission agreed that they would like to continue to try and expand the “Holiday Tree” that was started last year. The commission intends to ask Village Council for funds to add to the festivities by way of decorations, entertainment, or general improvements to the event.

**August**

- Cancelled meeting due to lack of quorum.

**September**

- The Commission decided this year’s Holiday Tree will be added to the “Christmas Around Town Event”. (However, that event was later cancelled due to COVID concerns but the “Holiday Tree” was still setup at that time frame.)
- Nicholas Lee also informed commissioners that Mary McAlary has resigned from planning commission. This left a vacant spot on the board.

## October

- A final draft of the edited Master Plan, presented by Jewell, was read. A motion was made by Sheldon and supported by Jewell, to move the final draft to council for review and approval.
- A Site Plan was submitted by Sunfield Estates. Preliminary discussions and acknowledgement were taken from commissioners. However, the Planning Commission waited for approval from ZBA on variance application to further official discussion. The commissioners did note that if the six bullet points of the “requests of variance” were made on the application, then the commission has no strong objections to the acceptance of the application at that time.
- Nicholas Lee also informed commissioners that both Wahl and Jewell have ending terms.

## November

- Newly appointed commissioners, Nicholas Lee and Josh Depew were sworn in by Village Clerk.
- A Public Hearing was held regarding Site Plan submitted by Sunfield Estates LLC.
- Robert Ford, on behalf of Sunfield Estates LLC, presented the Site Plan and answered questions.
- Public comments were heard.
- A motion was made Sheldon and supported by Manszewski to accept the Site Plan submitted by Sunfield Estates LLC with additional notes to the application: 1. Planning Commission recommends signs at each entrance at the south side of High Street and the north side of McCormick Street, 2. The Zoning Administrator will inspect all work for compliance by year end 2022. Upon roll call, all voted “Aye”.
- A motion was made by Main and supported by Lee to appoint Diane Sheldon as Vice Chairperson for the remainder of the year 2020.

## December

- Commissioners discussed the draft of the “Demolition of Buildings”. More research will be performed before creating a final draft.

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Planning Commission Chairperson – Nicholas Lee

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Planning Commission Secretary – Jami Manszewski