1. **CALL TO ORDER**

   Vice Chair Van Leeuwen-Vega called the meeting to order at 7:00 p.m.

2. **ROLL CALL**

   Present: Drooger, Garrison, Horine, VanderMeulen, Van Leeuwen-Vega, and VanStrate

   Absent: Johnson

3. **APPROVAL OF THE AGENDA**

   Motion by Drooger, second from VanderMeulen, to approve the agenda as presented. All in favor, motion carried.

   Yes: 6  No: 0

4. **APPROVAL OF THE MINUTES** – September 12, 2022, Meeting

   Motion by Garrison, second from Drooger, to approve the minutes of the September 12, 2022, regular meeting. All in favor, motion carried.

   Yes: 6  No: 0

5. **CORRESPONDANCE** – NONE

6. **STATEMENTS OF CITIZENS – AGENDA ITEMS ONLY** – NONE

7. **PUBLIC HEARING**

   A. Zoning Ordinance Text Amendments – Short Term Rentals & Short-Term Rental Overlay Map

   Review proposed text amendments related to the regulation of short-term rentals and a proposed Short Term Rental Overlay Map.

   Hoisington provided an overview through a memorandum dated December 12, 2022.

   Motion by VanderMeulen, second from Drooger, to open the public hearing at 7:04 P.M. All in favor, motion carried.

   Yes: 6  No: 0

   The Public had no comment.

   Following a pause for comment, to which the Public did not participate, motion by Van Strate, supported by Drooger, to close the public hearing at 7:04 P.M.

   All in favor, motion carried.

   Yes: 6  No: 0

8. **OLD BUSINESS**

   A. Zoning Ordinance Text Amendments – Short Term Rentals & Short-Term Rental Overlay Map

   Review proposed text amendments related to the regulation of short-term rentals and a proposed Short Term Rental Overlay Map.
The Board discussed the impact that the changes to the short-term rental ordinance would have on movement circulation and traffic in the Village.

Van Leeuwen-Vega confirmed with Hoisington that the ordinance was a living document and that if additions or changes needed to be addressed in the future, The Board would have that opportunity.

Garrison questioned the future of short-term rental homes that currently operate outside of the new zoning overlay. Hoisington clarified that they could remain in operation, regardless of if it changed hands; but, once the property ceased being a short-term rental property then it would not get permission to operate as such again, under the new ordinance.

The Board discussed the possibility of future expansion of the short-term rental zone, should repeated requests be made by multiple residents of a particular neighborhood.

Garrison speculated on the possibility of a condominium complex deciding to change their status to allow or disallow short term rentals at their facilities and whether that would need to be addressed by the Board. Hoisington confirmed that should a condominium complex’s Homeowner’s Association comes to a decision on whether or not a complex would change their stance on short-term rentals, the Board would need to process the change.

The Board discussed how the new change to the rental ordinance compared to other local municipalities short term rental ordinances and procedures.

Motion by Drooger, supported by VanStrate to recommend the Village Council approve the proposed Zoning Text Amendment Ordinance addressing an Overlay Zone for Short Term Rentals

All in favor, motion carried.

Yes: 6  No: 0

9. NEW BUSINESS

A. Appointment of Officers

Hoisington clarified that Vice Chair Van Leeuwen-Vega was unable to apply for the open Chair position due to her election to Council.

The Board discussed who would be the best candidate for the open Chair position.

Drooger expressed his desire to remain on the Board despite his 4 months leave of absence beginning in 2023. Hoisington agreed to contact Burns on the procedure for handling an extended leave of absence from a municipal Board.

Motion by VanStrate, supported by Drooger to nominate Jess Garrison for Planning Commission Chairperson and Eric VanderMeulen as Planning Commission Secretary.

All in favor, motion carried.

Yes: 6  No: 0

B. 2023 Meeting Dates

The Board reviewed the listed dates for Planning Commission Meetings in 2023.

Motion by Garrison, supported by Van Leeuwen-Vega to approve the 2023 Meeting Date Schedule.

All in favor, motion carried.

Yes: 6  No: 0

10. STATEMENTS OF CITIZENS – NON-AGENDA ITEMS ONLY –

Darcy Dye, 114 N Fruitport Rd, questioned whether or not Drooger was able to attend meetings remotely utilizing Zoom and maintain his position on the Board.

11. COMMENTS OF PLANNING COMMISSIONERS

Garrison questioned the flexibility of the Board’s schedule in 2023 and whether it could be adjusted as needed to accommodate Drooger’s absences. Hoisington clarified that due to Michigan law public
notice must be provided 15 days prior to a meeting resulting in limited and restricted flexibility of the schedule.

12. **STAFF REPORT**

Hoisington introduced the Board to the newest appointed member, Kristen Horine; and clarified that she had been sworn in earlier in the week. Horine gave a brief history of her as a landscape designer and her work as a consultant.

The Board welcomed her to the Planning Commission.

13. **ADJOURNMENT**

Motion by Drooger, second from VanStrate the meeting adjourned at 7:31 p.m. All in favor, motion carried.

Yes: 6  No: 0

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Cassandra Hoisington, Associate Planner           Jordan Schwing, Deputy Clerk