

**Copemish Village Zoning
Committee Minutes
December 5, 2023**

Call to Order:

Meeting was called to order by Clark Scarbrough at 7:00 pm

Suzique Couture (A) John McCall (P) Clark Scarbrough (P) Deborah Longo (P) Michael Longo (P)

Approval of Minutes from September 6, 2023:

VOTE: Mike made a motion to approve the minutes; Deborah 2nd - AIF

Old Business/Reports:

1. Some letters have been mailed out to those in the community with blight issues.
2. **Red house and trailer on State St.:** Frank Gillis came to the meeting to discuss the issues regarding these structures. After giving his explanation of the chain of events for the buildings, there was much discussion between the Committee and Frank on widening the trailer and adding hard surfaces to ground areas surrounding the trailer. Due to time constraints for other agenda items, the Committee decided to table the discussion of this issue for a later date. Frank stated that he is most willing to work with the Village to resolve this.
3. **Auto repair site at corner of Maple St. and Second St.:** Clark talked with owner and will send a letter to request cleanup at the site. It is requested that the owner move all parts and pieces from the front of the building to the back side and build a wall to conceal them and to remove all non-working vehicles from the property within Ordinance time requirements, not to exceed 5 days.
4. **Junque and Necessities Second Hand Store:** -It is recommended that the owner be requested to paint all containers the same color and to make way for a clearance of 10' from building on the back side for fire-safety reasons. This clearance could be achieved by removing some of the containers to fulfill the required setback. The Committee recommends that the owner shall be allowed to wait until spring 2024 to address these requirements due to weather restrictions. VOTE: John made a motion to approve waiting until spring to address these issues, Mike 2nd, AIF.
5. **Wooden church located at the corner of Second St. and Elm St.:** It is recommended by the Committee that the church be secured and updated to preserve. Committee recommends Village contact owner and refer them to the Land Bank Authority to apply for funds to preserve it.
6. **Brick/Stone church at the corner of Maple St. and Second St.:** It is recommended by the Committee that the church be secured and updated to preserve. Committee recommends Village contact owner and refer them to the Land Bank Authority to apply for funds to preserve it.
7. Home at **16927 Third St.** (Showalter) will be sent a blight letter and notice to remove broken down vehicle(s).
8. Brown house **16984 Cleon St.** has had electricity restored.
9. The Committee recommends that the trailer at **18865 Maple St.** be condemned.

New Business:

1. **Road Right of Ways:** The Committee recommends that the Village adopt and post a notice of "No Parking on Village Streets November 1st through April 30th, during the hours of 2:00 am – 6:00 am."
2. **Short Term Rentals:** The Committee tabled this issue for a future meeting. Clark will contact a company called "Safe Built" to discuss inspection services.
3. **ORV Ordinance:** This has been resolved by the Village Council

New Business contd:

4. **Setback Discrepancies between Land Use Application and Village Ordinance:** Deborah will work on correcting and updating the application. A draft will be presented to the Village Board on December 12th.
5. The Committee requests training or access to the back door of our website and Village Ordinances in order to make updates and changes to Ordinances in the future. If this access is denied for a Committee member, please pass along contact information for who is responsible for the task.
6. The Committee requests that a copier be purchased and made available to them for use during meetings since the Clerk's office is locked.

Vision Statement/Create Mission Statement/Values Guiding Principles and Adoption:

The Committee looked at several examples and adopted them. Deborah will attempt to convert the documents for Village Zoning and Planning to use in the future. A draft will be made available to the Village Board on December 12th.

Determine appropriate fee for Ordinance Violations/Approve and Adopt amount:

The Village Board adopted an amount of \$145.00 for Ordinance Violations at their monthly meeting in November.

Design Variance Request Form/Approve and Adopt for Use:

The Committee looked at examples brought in and decided on one to be used. Deborah will attempt to create a draft document for approval by the Village Board on December 12th. The Committee decided on the amount of \$25 for a Variance request fee.

Adjourn:

Clark motioned to adjourn, John 2nd – **Vote: AIF**
Meeting adjourned at 8:40

NEXT MEETING:

March 5, 2024 @ 7:00 PM