

Bangor Planning Commission
Meeting Minutes
February 13, 2025
257 W. Monroe Street
Bangor Michigan 49013

- 1. Call To Order:** Meeting called to order by Mayor Lynne Farmer.
- 2. Pledge of Allegiance:** Pledge started by Jeremy Uplinger and recited by all present.
- 3. Roll Call:** Present: Deep Babcock, Adam Burrous, Lynne Farmer, Carla Gray, Kevin Gruetzmacher, Dave Markel, Kathryn Lugten, Jeremy Uplinger. Absent: Yvonne Beasley.
- 4. Approval of the Agenda:** Motion by Derek to accept the agenda as presented. Support by Carla Gray. Motion Carried.
- 5. Approval of the Minutes:** No Minutes to approve.
- 6. Regular Business:**
 - a.i)** Introduction of Derek Babcock as new member. (City Manager Weber)
 - ii)** Introduction of Kathryn Lugten as new member. (City Manager Weber)
 - b.** Appointment of Officers of the Planning Commission.
 - i) Appointment of Chairperson: Nominations opened from the floor. Adam Burrous and Derek Babcock nominated. Adam Burrous with-drew his name. Motion by Adam Burrous to appoint Derek Babcock Chairperson. Support by Jeremy Uplinger. **Roll Call vote: Ayes:** Adam B., Lynne F., Carla G., Kevin G., Kathryn

L., Jeremy U. **Nays:** none. **Absent: Yvonne Beasley.** Motion Carried.

ii) Nominations for Vice Chair. Chief Babcock made the motion to appoint Dave Markel as vice chair. Support by Carla Gray. **Roll Call Vote: Ayes:** Adam B., Derek B., Lynne F., Carla G., Kevin G., Kathryn L., and Jeremy U. **Nays:** None. **Absent:** Yvonne Beasley. Motion Carried.

iii) Motion by Derek Babcock to appoint Kathryn Lugten secretary. Support by Dave Markel. **Roll Call Vote: Ayes:** Derek B., Adam B., Lynne Farmer, Carla G., Kevin G., Dave M., and Jeremy U. **Nays:** None. **Absent:** Yvonne Beasley. Motion Carried.

7. Unfinished Business: Chair turned over to Chief Babcock to complete the meeting.

a. Review General Information for Planning Commission members. Chief Babcock led the discussion on the information in the packet. Dave Markel made the motion to change “delivered “to “e-mail “and change board numerous to 7 through attrition. Support by Carla Gray. Motion Carried.

b. Review Draft Bylaws: Discussion followed. Dave Markel made the motion to change Page 3B to 4 members for a quorum, Page 3 G change for 6 to 5. Amendments B from 6 to 5, Page 6 remove Section A, Page 6 B change for 5 minutes to 3 Citizen Comments. Sent the draft By Laws to City Attorney with the correction above for approval. Support Jeremy Uplinger. Motion Carried.

c. Review of the City’s Master Plan. Discussion followed. City Manager Weber will try to find the City Master Plan. Building Inspector Bill Snyder told the committee that Bangor was not the only city that needed an update to their master plan. He stated that this plan should be updated every 10 years. He suggested that when we find the plan that it be sent to a Master Plan company. He said this process could take up to one year. He stated that the City is required to have a Master Plan. A copy of the new plan will then be

sent to the Van Buren County Clerk. He spoke of the Code Book that the City is required to have is updated every 10 years. A new book is coming out this year.

8. *New Business:*

a. Chief Babcock asked all committee members to read the MML Planning Commissioners Handbook.

b. Meeting Schedule for 2025. Discussion followed about dates and times. Jeremy Uplinger moved and Dave Markel supported A motion to keep the dates as the 2nd Thursday of the month at 7:00 PM at City Hall. Motion Carried.

It was pointed out that deputy Clerk ,Amanda Karr ,made a new flow chart to be given to citizens needing building permits in the City of Bangor.

Discussion included: Officer Drake does all the zoning, and then he calls Bill Snyder, the building inspector.

Discussion followed on how to determine property lines. Bill Snyder recommended a program that does a wonderful job of this.

9. *Comments/Concerns from the Audience/Public:* No comments were made.

10. *Adjournment:* Motion by Dave Markel to adjourn the meeting at 7:50 PM. Support by Jeremy Uplinger. Motion Carried.

Respectfully Submitted by Lynne M. Farmer