

Planning Commission Meeting Minutes

March 14, 2025, 10am EST

Village Hall, Village of Michiana

Attendance:

Commission Members: Mike Botelho (Council Liaison), Kathleen Hogan Morrison, Maureen Shekleton, Julie Bonello (Chair), Ron Rossetto (Zoom- Medical Exception)

Others: Anne Heywood (Clerk), Timothy McCarthy (Council President)

Absent: Karen Szyp, Renee Okonek

Julie Bonello called the meeting to order. The meeting agenda was reviewed.

1. Planning Status and Schedule –

- Workplan Status - The first phase of the Master Planning project is nearing completion. The first survey is complete, and all the assessment meetings have concluded except two: Beach, Parks, Recreation and Tree Board.
- Survey Results – We received 232 survey responses. There are over 1200 responses for each survey question #10 and #11. Work is continuing to analyze the data. Question 10 provides data to create our vision statement and Question 11 provides the improvement responses to identify master plan goals and objectives,
- The Planning Commission approved the motion to proceed to planning the Community Workshop and only send out an additional survey if more community data is needed. Recommendations for the Community workshop included:
 - Communication to ensure community involvement
 - Team leaders from the Planning Commission to work with the Departments on Goal Story Boards.
 - Ensure survey data included on Story Board; make sure there are avenues for residents to write down suggestions for each area

- Emphasize community participate in the Workshop tentatively scheduled for July 26th but discuss other ways for input for residents not able to attend.

2. Project Structure - Planning Commission/Master Plan Task Force

- Summer Structure - The Master Planning Task Force will expand to include Maureen Shekleton and Ron Rossetto. The Master Planning Task Force will require ~8hrs/month during the summer.

3. Planning Commission Next Steps

- Charter and Bylaws – The Michigan Planning Enabling Act requires a Planning Commission Charter and Bylaws. Timothy McCarthy, Council President agreed to review and simplify an initial Bylaws drafted by our attorney for Planning Commission review at the next meeting.

4. Public Comments

- Seymore Turner offered to create a raw data survey spreadsheet of responses from Question 11. Julie Bonello will work with him on the spreadsheet.

The Planning Commission meeting concluded at 10:55am EST.