



6:00 PM Planning Commission (Action to be taken by Commission on the following agenda items)

**Note: Please be courteous and turn cell phones off during the meeting.**

1. **CALL TO ORDER**

2. **ROLL CALL (Excused Absences if Any)**

3. **APPROVAL OF AGENDA**

3A - Approval of the Planning Commission Meeting Agenda for December 18, 2023.

4. **APPROVAL OF MINUTES**

4A – Approval of the Planning Commission Minutes from November 20, 2023.

5. **PUBLIC COMMENT (for items not on the agenda)**

6. **NEW BUSINESS**

6A - Discussion regarding City of Allegan Zoning Ordinance Update

7. **REPORTS FROM ZONING ADMINISTRATOR & CITY OFFICERS**

8. **COMMUNICATIONS FROM COMMISSION MEMBERS**

9. **ADJOURNMENT**

**PLEASE NOTE**

**AUDIENCE PARTICIPATION:**

In addition to addressing the Commission during public hearings and under “Public Comment,” members of the audience may address the Commission, on items listed under agenda numbers 6A; please limit your comments to three minutes or less per item. Please step up to the Podium and state your name and address.

The proposed process for items listed under agenda numbers 6A- above shall be as follows:

1. Announcement of the agenda item by the Chairperson.
2. Verbal report provided by staff.
3. Chairperson asks commission members if they have any questions for staff to clarify the staff report.
4. Chairperson opens/closes the floor to receive public comment (if a public hearing is required or if the Chairperson determines public comments is warranted).
5. Motion is made by a commission member and seconded by another commission member.
6. Chairperson then calls on councilmembers to discuss the motion if councilmembers wish to discuss.
7. Chairperson calls for a vote on the item after discussion has occurred.



**City of Allegan  
Planning Commission Meeting  
November 20, 2023  
Allegan City Hall  
231 Trowbridge Street, Allegan, MI 49010**

**MINUTES**

1) Call to Order

The meeting was called to order at 6:00 pm.

2) Attendance

Present: Alyssa Ramirez, Roger Bird, Julie Emmons, Tom Slocum, Patrick Westover, Traci Perrigo, Jason Ramaker and Teresa Galloway

Absent: Jason Watts

Others Present: Lori Castello, Zoning Administrator PCI, and Joel Dye, City Manager

Motion by Roger Bird, supported by Tom Slocum to excuse Jason Watts from tonight's meeting. Motion Carried 8-0.

3) Approval of Agenda

Motion by Tom Slocum, supported by Roger Bird to approve the November 20, 2023, Agenda. Motion Carried 8-0.

4) Approval of Minutes

Motion by Tom Slocum, supported by Teresa Galloway to approve the October 16, 2023, Meeting Minutes. Motion carried 8-0.

5) Public Comment

There was no public comment.

6) New Business

6A – Discussion on updating the City's Zoning Ordinance.

The Planning Commission spent much time discussing the proposed changes to the zoning

ordinance. During this discussion they reviewed uses by right as well as by special use in all residential and nonresidential zoning districts as well. The commission also discussed what zoning districts would be appropriate for accessory dwelling units and for single family conversion units. After much discussion the Commission came to a consensus to form a subcommittee to review accessory dwelling units and single-family conversion units and how to allow these to occur while still protecting the character of the various residential neighborhoods.

8) Reports from Zoning Administrator and City Officers

Lori Castello informed the Commission that at their December meeting the Commission will receive a Special Use Permit Request and a Zoning Ordinance Text Amendment Request to allow marijuana processing in C-2 Highway Commercial Zoning Districts.

9) Communication from Commission Members

There was no communication.

10) Adjournment

Motion by Roger Bird, supported by Teresa Galloway to adjourn the meeting at 7:25 PM.

**Respectfully submitted by  
Joel Dye, City Manager**