

PROPOSED AGENDA
SPECIAL MEETING OF
THE CHARLOTTE PLANNING COMMISSION
Community Room, Charlotte West Side Fire Station
911 W Shepherd St, Charlotte, MI 48813
7:00 P.M. Tuesday, February 3, 2026

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Minutes
 - a. December 2, 2025
 - b. January 6, 2026
5. Excuse absent members
6. Early Public Comment – Limit presentation to 5 minutes
7. Approval of Agenda
8. Election of Chairperson
9. Election of Vice Chairperson
10. Late Public Comment – Limit presentation to 5 minutes
11. Commissioner Comments
12. Adjourn

THE CHARLOTTE PLANNING COMMISSION
Council Chambers, Top Floor
111 E. Lawrence Ave, Charlotte, MI 48813 (517) 543-2750
7:00 P.M. Tuesday, December 2, 2025

CALL TO ORDER:

Called to order by Chair Brummette at 7 P.M.

ROLL CALL:

Present: Chair Brummette, Vice Chair McRae,
Councilmember J. Christensen, Commissioners Garrett, Lester,
Bearup

Absent: Commissioners Blevins, Synder, Packowski

Others Present: Community Development Director
Benavidez, Fire Chief Fullerton

APPROVAL OF MINUTES

Motion by Bearup, seconded by Lester for approval of
November 5, 2025 meeting minutes.
Carried: Yea (5); Nay (0); Absent (0)

EXCUSE OF ABSENT MEMBERS: **Motion** by McRae, N.
Christensen's support. Carried: Yea (5); Nay (0); Absent (0)

EARLY PUBLIC COMMENT:

No Comment

APPROVAL OF AGENDA:

Motion by Lester, support Bearup.
Carried: Yea (5); Nay (0); Absent (0)

ZONING ORDINANCE DRAFT:

Community Development Director Benavidez explained she
published the questions in the agenda packet for January to
recap the questions received related to the draft Zoning
Ordinance.

Chair Brummette asked when this be made available to the
public to gather proper public feedback. Fire Chief Fullerton
clarified this will be made available according to the open
meetings act for public hearing.

McRae asked if Beckett and Raeder can make a two page
document with the highlights and changes to the ordinance.

Motion by McRae to cancel the January meeting and instead
approve a special meeting workshop on January 6, 2026 at 5
P.M. at the West Side Fire Station's community room and
scheduled the first regular Planning Commission meeting for
February 3, 2026 at 7 P.M., supported by N. Christensen.
Carried: Yea (5); Nay (0); Absent (0)

Motion for friendly amendment for all Planning Commission
Meetings in 2026 are held on the first Tuesday of the month at
7 P.M. at City Hall in Council Chambers, unless it falls on a
holiday or conflict that prevents it and to request the approval
for the workshop on January 6th at 5 PM at the West Side Fire

Station by City Council by McRae, supported by N. Christensen. Carried: Yea (5); Nay (0); Absent (0)

LATE PUBLIC COMMENT:

No comment

COMMISSIONER COMMENTS:

Bearup recognized Community Development Director Benavidez, Fire Chief/Zoning Administrator Fullerton, and Assistant Fire Captain/Code Enforcement Administrator Daly for the preparation and work on the zoning ordinance.

N. Christensen asked if the meetings will be live on Facebook moving forward. Tyger confirmed this and noted that Council Chambers is under construction., including new technology upgrades.

Brummette noted his desire for next year is to workshop or find something to do that is productive and ensures the team feels valuable when the Planning Commission does not have new business. He also mentioned he appreciates Community Development Director Benavidez, Fire Chief/Zoning Administrator Fullerton, and Assistant Fire Captain/Code Enforcement Administrator Daly time and effort to help improve the City.

ADJOURNMENT:

Motion by McRae, seconded by Lester to adjourn the meeting at 7:21 P.M.

Carried: Yea (5); Nay (0); Absent (0)

THE CHARLOTTE PLANNING COMMISSION
Community Room, Charlotte West Side Fire Station
911 W Shepherd St, Charlotte, MI 48813
Special Meeting - 5:00 P.M.
Tuesday, January 6, 2026

CALL TO ORDER:

Called to order at 5 P.M.

ROLL CALL:

Present: Vice Chair McRae, Councilmember J. Christensen, Commissioners Garrett, Lester, Bearup, Synder, Blevins

Absent: Commissioners Packowski and N. Christensen

Others Present: Community Development Director Benavidez, Fire Chief Fullerton, Vice-President of Beckett & Raeder John Iacoangeli

EXCUSE OF ABSENT MEMBERS: **Motion** by Garrett, Bearup's support. Carried: Yea (6); Nay (0); Absent (0)

EARLY PUBLIC COMMENT:

No Comment

APPROVAL OF AGENDA:

Motion by Lester, support Bearup.
Carried: Yea (5); Nay (0); Absent (0)

ZONING ORDINANCE DRAFT:

- a. Zoning Ordinance Draft Review

The Planning Commission called for this special meeting to review the Zoning Ordinance Draft prepared by the Zoning Ordinance Review Committee and consultants at Beckett & Raeder.

The Planning Commission discussed restructuring of the Zoning Ordinance draft to better reflect the current State standards. The changes were described as more efficient to follow and easier to comprehend for both city officials and residents alike.

LATE PUBLIC COMMENT:

No comment

COMMISSIONER COMMENTS:

No comment

ADJOURNMENT:

Motion by Garrett, seconded by Blevin to adjourn the meeting at 7:41 P.M.

Carried: Yea (6); Nay (0); Absent (0)