



VILLAGE OF PENTWATER

Planning Commission

ON PENTWATER LAKE AND LAKE MICHIGAN
65 N Hancock Street, P.O. Box 622, Pentwater, Michigan 49449
(231) 869-8301 – FAX (231) 869-5120

Regular Meeting Minutes

Vice Chair Ron Stoneman called the regular meeting of the Pentwater Village Planning Commission Meeting to order on May 26, 2026, at 6:00 pm, at Park Place, 310 N. Rush Street, Pentwater, with the Pledge of Allegiance.

ROLL CALL

Present: Ron Stoneman, Josh Andrews, Jack Provencal, and Claudia Ressel

Absent: Chris Conroy, Amy Roberson, and Dan Nugent

Others Present: Aaron Bigelow, Zoning Administrator, Niki Theeuwes, Management Assistant,
Guests: James & Peggy Crum, 373 Old State Road

APPROVAL OF AGENDA

Motion by Claudia Ressel, Second by Jack Provencal to approve the agenda.

Voice Vote: Aye: 4 Nay: 0 Absent: 3 Motion passed.

APPROVAL OF REGULAR MEETING MINUTES

Motion by Claudia Ressel and Second by Jack Provencal to approve the minutes.

Voice Vote: Aye: 4 Nay: 0 Absent: 3 Motion passed.

PUBLIC COMMENTS FOR ITEMS ON THE AGENDA - None

PLANNING COMMISSION ELECTIONS

Before elections, Aaron Bigelow, Zoning Administrator, stated that he had received correspondence from Chris Conroy indicating that she would like to step down as chair, but would endorse Ron Stoneman as the next chair.

Claudia Ressel made the motion to elect Ron Stoneman Chair, seconded by Jack Provencal.
Jack Provencal made the motion to elect Claudia Ressel Vice-Chair, seconded by Josh Andrews
Jack Provencal made the motion to elect Amy Roberson Secretary, seconded by Josh Andrews

Ron Stoneman stated that since she is not here, Amy would have a chance to withdraw from serving should she choose.

DISCUSSION ITEMS ORDINANCE TEXT AMENDMENTS

A. Signs

Zoning Administrator Bigelow stated that during a review of the ordinance, he noticed that when the ordinance was last updated, *signs* were removed from the *Parking and Loading* ordinance section, and the document was not corrected to reflect the numbering of the section now located in Chapter 21. He would like to correct this mislabeling.

While discussing signs, Claudia Ressel asked about checking with the Chamber on their rules for signs. Also mentioned was political signage and its removal following an election. The group discussed that they believed it was 3-5 days post-election for signs to be removed. Aaron Bigelow is to continue doing research and bring back ideas next month.

Review Deadlines

Zoning Administrator Bigelow indicated that Special Land Use (SLU) and Site Plan Review (SPR) submissions currently have set deadlines in the Zoning Ordinance. Those deadlines are 30 days for Special Land Use and 14 days for a site plan review. He would like to recommend an ordinance amendment to remove the deadlines. He feels this would allow for better and more thorough review to ensure application completeness and compliance.

B. Solar Energy Systems

Administrator Bigelow indicated that the Village currently has no ordinances governing solar energy systems, so if someone brought something to him, he would have to deny the request. He asked the Commission about their feelings about solar. Whether to use a lot size, similar to what was used for Accessory Buildings, or if it makes a difference when they are ground-installed over roof installations. He also stated that there are new state laws that govern large-scale use, but he doesn't believe we will have anything of that size in the Village.

Questions from the Commission included considering end-of-life or disposal requirements, solar roof tiles, commercial vs. residential and light industrial usage for Aaron to include in his research.

DEPARTMENT/COMMITTEE REPORTS

Zoning Administrator report attached

PUBLIC COMMENTS –

James and Peggy Crum – 373 Old State Road indicated that their contractor had potentially submitted a Special Land Use application, or would be submitting one soon, to install solar. Due to the location, they would need to use a ground-based system. They asked about the time frame for the Commission to make a determination. The various steps were described to them, and Administrator Bigelow indicated that this does take time and could take several months. He

also stated that, because there is no existing ordinance, any requests he would get right now would have to be denied.

COMMUNICATIONS FROM PLANNING COMMISSION MEMBERS –

Claudia Ressel stated that she would like to bring items from previous meetings where fewer were in attendance, back when more members were there. It was determined that staff would add “Old Business” to the agenda for such items.

ADJOURNMENT

Motion by Ressel, second by Provencal to adjourn the meeting at 6:40 pm.

Voice Vote: Aye: 4 Nay: 0 Absent: 3 Motion passed.

Respectfully Submitted,

Approved by the Village of Pentwater Planning Commission on _____.