



**Planning Commission Special Meeting  
January 8, 2022 City Hall  
102 Butler Street, Saugatuck, MI  
10:00 AM**

1. **Call to Order/Roll Call:**
2. **Approval of Agenda:**
3. **Approval of Minutes: None**
4. **Public Comment on Agenda Items:** Limit 3 minutes
5. **Old Business:** None
6. **New Business:**
  - a. **Brief description of Planning Commission duties**
  - b. **Brief description of Master Planning**
  - c. **Brief review of year-end report**
  - d. **Training opportunities**
  - e. **Brainstorming 2022**
7. **Communications:**
8. **Reports of Officers and Committees:**
9. **Public Comments:** Limit 3 minutes
10. **Adjournment**

**NOTICE:**

This public meeting will be held in person at Saugatuck City Hall. Interested parties may attend in person or by using Zoom video/audio conference technology.

Join online by visiting:

<https://us02web.zoom.us/j/2698572603>

Join by phone by dialing:

**(312) 626-6799**

-or-

**(646) 518-9805**

Then enter "Meeting ID":

**269 857 2603**

Please send questions or comments regarding meeting agenda items prior to meeting to:

[cindy@saugatuckcity.com](mailto:cindy@saugatuckcity.com)

**\*Public Hearing Procedure**

- A. Hearing is called to order by the Chair
- B. Summary by the Zoning Administrator
- C. Presentation by the Applicant
- D. Public comment regarding the application
  - 1) Participants shall identify themselves by name and address
  - 2) Comments/Questions shall be addressed to the Chair
  - 3) Comments/Questions shall be limited to five minutes
  1. Supporting comments (audience and letters)
  2. Opposing comments (audience and letters)
  3. General comments (audience and letters)
  4. Repeat comment opportunity (Supporting, Opposing, General)
- E. Public comment portion closed by the Chair
- F. Commission deliberation
- G. Commission action