

Tuesday, March 4, 1997 – 7:00 P.M.
Organizational Meeting
Commissioners Room – Antrim County Building
Bellaire, Michigan 49615

MINUTES

Members Present: Richard Hoadley, Laura Stanek, Burton Stanley, Steven Roote, Jack Norris

Members Absent: Arlen Turner, Leonard Stokes, Diane Bromelmier

Staff Present: Peter Garwood, Coordinator/Planner, Matt Webb

Meeting was called to order by Peter Garwood at 7:05 P.M.

Election of Officers:

Chairman: Steve Roote nominated Arlen Turner. Moved by Roote, supported by Norris, to close nominations. Motion carried.

Vice-Chairman: Richard Hoadley nominated Jack Norris. Moved by Stanek, supported by Roote, that nominations be closed. Motion carried.

Secretary: Burt Stanley nominated Diane Bromelmier. Moved by Norris, supported by Hoadley, that nominations be closed. Motion carried.

Moved by Hoadley, supported by Norris, that a unanimous ballot be cast for the slate as presented. All members present voting yes. Motion carried.

Approval of Minutes – December 3, 1996: Moved by Roote, supported by Stanek, to approve December 3, 1996 Minutes, noting change that meeting was adjourned at 9:00 P.M. not A.M. All members present voting yes. Motion carried.

Planning Commission Vacancy: Discussed replacement for James VanHouten (who declined being seated following appointment by the Board of Commissioners).

Moved by Hoadley, supported by Roote, that the Planning Commission recommend to the Board of Commissioners that Daniel Wieland (Ellsworth) be appointed to the Planning Commission for an unexpired term to end in 1999. All members present voting yes. Motion carried.

Monthly Meeting Dates/Time: Moved by Roote, supported by Hoadley, that the monthly meeting be established as first Tuesday of each month at 7:00 p.m., with notice of this action to be made in Antrim County News. All members present voting yes. Motion carried.

Milton Township – Zoning Amendment: Proposed text change to zoning ordinance involving adding a “catch-all” phrase to the ordinance which would cover contemplated used not identified in the ordinance being covered by undertaking a special use permit.

A staff brief prepared by Planning Department was provided. Staff discussed the proposed changes and made recommendations as follows: Recommend against adding Amendment # 96-8 to the Milton Township Zoning Ordinance.

Reason: The Planning Commission had several concerns in adding a general provisions section requiring all uses not currently listed in the ordinance to be reviewed under the special use section. The following is a summary of those concerns:

Adding this type of “catch all” language allows the granting agency the authority to issue special use permits for anything not currently listed in the ordinance regardless of the zone its located. With this language the Township Planning Commission would essentially be granting “use variances” every time they approved uses not listed. The proper procedure would be adding an amendment to the ordinance.

Current planning principles dictate that all special uses must be listed for each district. These accepted principles may be a result of case law precedence, thus the township should consult its legal counsel before adoption of the proposed language.

This language diminishes the authority of the ordinance by weakening the specificity and is in conflict with the letter and spirit of the ordinance which already contains special uses as specified.

Finally, adding a section that covers everything not currently listed in the ordinance may provide incentive to stop updating the township zoning ordinance. Constant updating is critical in maintaining an effective and applicable ordinance.

One other issue the township might want to consider before adding this language is the possible implications it may have on the special use permitting process. This section may increase the number of special use hearings as well as increase the costs to applicants (often special use permits are more costly than regular permits depending on your fee schedule).

The Planning Commission realizes the thirty-day (30) review period has expired and apologizes for the delay in responding to your requests for review. However we hope you consider the aforementioned concerns as well as consult your legal or planning counsel before taking any action on this ordinance.

An additional recommendation was presented by Jack Norris.

Moved by Hoadley, supported by Stanek, that the noted recommendations be forwarded to Milton Township. All members present voting yes. Motion carried.

Elk Rapids Township Zoning Amendment:

The proposed text change dealt with creation of two alternates to serve on the Zoning Board of Appeals. A second proposal dealt with changing the composition of the ZBA.

A staff brief prepared by the Planning Department brief discussed the proposed changes and made recommendations. Additional comments were offered by Norris.

Moved by Hoadley, supported by Roote, that the following staff recommendations be forwarded to Elk Rapids Township regarding the proposed amendment to Section 16.01 of the Elk Rapids Township Zoning Ordinance. All present voting yes. Motion carried.

The Planning Commission is pleased that the township has taken the foresight to plan for potential absences on their Zoning Board of Appeals, however the concerns hereinafter were addressed with the proposed amendment.

In the second paragraph of the proposed amendment there seems to be a lack of consensus in determining who is responsible for appointing alternate members. In the first sentence of the paragraph the decision to call an alternate rests under the discretion of the chairperson regardless whether it is an absence or a conflict of interest situation. The second sentence, however, outlines that for a conflict of interest situation the Zoning Board of Appeals must determine that a sufficient conflict of interest exists. As currently written the Zoning Board of Appeals would have to hold a meeting just to determine if a member had a conflict of interest. That same member who had a possible conflict would then theoretically be required to vote on whether he/she had a conflict of interest. The Planning Commission suggests possibly just the chairperson of the Zoning Board of Appeals be responsible for the appointment of alternates. The chairperson's decision could then be subject to appeal, if the other members felt his/her judgment was questionable.

An alternate member as defined by your amendment would have full voting rights as a regular member, and in accordance with the enabling act Section 18 of the Township Rural Zoning Act, Act 184 of 1943, subsection (3) "A township board of appeals shall not conduct business unless a majority of the members of the board is present." Thus, if two alternate members are appointed, under current language it may raise your quorum requirements to 4 members instead of three (seek advice from your legal counsel on this issue). An option to correct this problem would be adding the following language: **THE ALTERNATE MEMBERS COUNT TOWARD A QUORUM ONLY WHEN ACTIVELY SERVING, IN WHICH CASE THE MEMBER WITH THE ABSENCE OR CONFLICT OF INTEREST WILL NO LONGER COUNT TOWARD A QUORUM VOTE.**

Consult your legal counsel to make sure there are no other possible conflicts with additional statutes concerning the addition of alternates to township boards.

Correct Spelling and grammatical errors:

Section 16.01 change viting to voting, abbsent to absent, whoe to whole

Section 16.01 the second paragraph, first line should be changed TO CALL AN ALTERNATE MEMBER RESTS IN AT THE DISCRETION

Section 16.01 second paragraph third line should be changed to A MEMBER WILL BE ABSENT FOR A REGULAR OF OR SPECIAL MEETING,

These are the concerns the planning commission has in regards to the proposed amendments, however there were additional concerns brought up regarding the existing language in section 16.01. The language in the first paragraph of 16.01 is confusing and adds the terminology of an "additional" member (is this meant to be the remaining members?).

It might be advantageous to review this section and possibly use the very clear language of the basic enabling act, The Township Rural Zoning Act (125.288), which covers the matter of simultaneous activity this way:

“One member may be a member of the township board. An elected officer of the township shall not serve as chairperson of the board of appeals. An employee or contractor of the township board may not serve as member or an employee of the township board of appeals.”

Elk Rapids Township Master Plan: Due to the lateness of receiving the new master plan, and due to the fact that it deserves full consideration of the Planning Commission, it was moved by Roote and supported by Stanek, to table the Elk Rapids Master Plan until April. Motion carried.

Solid Waste: The County Board of Commissioners has assigned to the Planning Commission the task and responsibility to investigate County Solid Waste Management status and solid waste management plan as is relative to current state law.

Suggestion was made that a Planning Commission Sub-Committee be established to determine alternative courses of action and make recommendation to Planning Commission for its consideration.

Moved by Roote, supported by Stanek, that Pepper Bromelmier and Arlen Turner be appointed as a sub-committee to meet with staff Matt Webb, and Burt Stanley if needed, to develop a strategy to begin to address the solid waste issue in a comprehensive manner. All members present voting yes. Motion carried.

It was also suggested that other community members might be identified to assist the sub-committee.

Barry County Request: The County has received a letter from Barry County indicating that it is no longer accepting solid waste from outside the county and is inquiring of Antrim County’s willingness to accept solid waste from other counties.

Moved by Roote, supported by Stanek, to communicate to Barry County that Antrim County is not interested in accepting waste from outside the county beyond the agreements already in place. Motion carried.

Review of Ordinance Governing Planning Commission: Matt Webb reviewed the 1970 County Ordinance establishing the Planning Commission and prepared a proposed ordinance update.

Moved by Roote, supported by Stanek, to refer to Charles Koop for review and reconsideration at the April 1, 1997 meeting. All members present voting yes. Motion carried.

Future Direction of Planning Commission: Planning Commission members agreed to complete the questionnaire Matt Webb prepared which would provide direction to the Planning Department on priority issues. The information will be summarized and time devoted at a future meeting to discuss in greater detail.

Communications:

- ✓ Northwest Michigan Council of Governments regarding Greenways;
- ✓ VanHouten – Letter of resignation;
- ✓ Stanley, MSUE update regarding establishment of an agriculture pesticide disposal site in Grand Traverse County. Would also accept household hazardous waste;
- ✓ Planning Commission Training Opportunities;
- ✓ Composting Education at ANR week on Monday March 6th;
- ✓ Zoning Administrator Training – April 22, 1997, Shanty Creek – Sponsored by Regional Planners.

Member/Public Comment:

Jack Norris commented for a letter to Health Department which was noted in December Minutes.

Adjournment:

Moved by Roote, supported by Stanek, to adjourn. All members present voting yes. Motion carried.

Meeting adjourned at 9:50 P.M.

Respectfully Submitted:

Burton J. Stanley, Recording Secretary

ARLEN TURNER, CHAIRMAN

JACK NORRIS, VICE-CHAIRMAN
STANEK
DIANE BROMELMIER
ROOTE
RICHARD HOADLEY
LEONARD STOKES

LAURA

STEVEN

BURTON J. STANLEY
DANIEL WIELAND

Tuesday, April 1, 1997 – 7:00 P.M.
Commissioners Room - 2nd Floor - Antrim County Building
Bellaire, Michigan

MINUTES

Members Present: Richard Hoadley, Steven Roote, Jack Norris, Arlen Turner, Leonard Stokes, Diane Bromelmier, Laura Stanek, Burt Stanley

Members Absent: Daniel Wieland

Staff Present: Peter Garwood (Coordinator/Planner), Matt Webb (Associate Planner)

Meeting was called to order by Chairman Turner at 7:03 P.M.

APPROVAL OF MINUTES: March 4, 1997 Minutes were discussed. Bromelmier noted that she had declined the Secretary appointment, however, will accept Chair responsibilities for the Recycling Committee.

MOTION BY NORRIS, SUPPORTED BY STANEK, to accept Minutes of March 4, 1997 with noted corrections.

ELK RAPIDS TOWNSHIP: MASTERPLAN REVIEW: A brief was presented by Matt Webb, Associate Planner, which noted the high points of the plan, and areas to be addressed.

MOTION BY STOKES, SUPPORTED BY ROOTE, that the Antrim County Planning Commission approve the proposed Elk Rapids Master Plan with consideration of the following recommendations. All members present voting yes. Motion carried.

Recommendations:

1. Add a soils section to the Master Plan, which could possibly include the following information:
 - Identification of watershed boundaries within the Township
 - Soil Suitability Regions
 - Identification of Township Soils
 - Identification of prime farmlands within the Township
 - Identification of prime orchard lands within the Township
 - Identification of areas most suitable for future construction (determined by soils)

A soil's section could be an important part of the Elk Rapids Master Plan as references could be made to the U.S.31 corridor project, as well as provide added direction to the Natural Resources & Agriculturally Productive Lands, and the Utilities and Public Services Sections of the plan.

2. Page 13, Antrim County should be added to the following sentence: It is closely tied to its village, **ANTRIM COUNTY**, Traverse City, and the rest of the region.
 3. Page 13, (See "Elk Rapids Township Area-Wide Economic Review as compiled by Antrim County") please confirm who compiled this report as the Planning Department does not have any recollection of compiling this report.
 4. Page 13, add **SUCH AS THE ANTRIM COUNTY ECONOMIC DEVELOPMENT CORPORATION, THE TRAVERSE BAY ECONOMIC DEVELOPMENT CORPORATION** and the **NORTHERN LAKES ECONOMIC ALLIANCE** to the end of this sentence: Other groups in the area are already pursuing these activities.
 5. Page 26, possibly include Purchase of Development Rights and Transfer of Development Rights in the Corridor Area under policy and action #9.
 6. Page 26, The Natural Resource Plan should be referenced or included in the master plan to clarify who and when the plan is used.
 7. Pages 29-30, under the housing section, the following data should be added to the master plan: a housing trends study over the last twenty years (*or at least for the last ten years), housing types which would include a means value of housing within the Township, an indication of the amount of seasonal housing within the Township, and vacancy rates for housing within the Township.
 8. Page 31, Under Policies & Actions #1, do current zoning ordinances reflect the requirement that all operations which change the land or landscape require a zoning permit?
 9. Page 37, "Consideration should also be given to future home occupation standards throughout the township to encourage various types of home businesses". The word various should be changed to **appropriate** in order to avoid future conflicts with your ordinance and master plan.
 10. Page 41, the map labeled "Existing Road Network & Proposed Improvements Map" is missing from the Master Plan.
 11. Page 43, under the category of air transportation include **the Antrim County Airport**.
 12. Adding a Policies & Actions section under the utilities section that could possibly include the following:
 - Work to establish a storm drainage commission within the township
 - Establish a county drainage plan
 - Identify critical areas
 - Identify areas of future expansion for existing natural gas, sanitary sewer, and municipal water systems.
 13. Page 52, after the sentence that proposes establishing a parks commission, language should be added to also include the establishment and implementation of a parks and recreation plan.
 14. Page 53, Under regional facilities, **Grass River Natural Area** should be added to your list, if you would like a detailed description of the activities that take place at GRNA, please call Mark Randolph at (616) 533-8314.
 15. Include a revision or update period within the plan to assure it is updated periodically.
- MOTION BY STOKES, SUPPORTED BY NORRIS, to appoint Stanley as Recording Secretary, mainly to record Motions.

BANKS TOWNSHIP: REZONING REQUEST:

Elzinga: Antrim County Planning Commission reviewed the request made by John Elzinga of Banks Township to rezone a portion of his 200-acre farm from “Agricultural” to “Village”.

The review produced concerns about the process that has taken place in regards to the Elzinga rezoning request. The first concern is what exactly is the applicant John Elzinga applying for. It is uncertain if the applicant applied for “commercial” but was then persuaded to apply for “village”, or is the Banks Township Planning Commission applying for “village” for Mr. Elzinga.

The second concern is the conditions that were being placed on the applicant in an attempt to rezone the property. This type of zoning referred to as “contract zoning” is legally questionable and should be avoided. The reasons behind this type of zoning are understood in this case, as the structures are already in place (often when rezoning issues arise, the only enforcement mechanism the township has is the ability to stop or not grant permission to continue the project until the parcel is correctly zoned).

The third concern is the possibility that a portion of Mr. Elzinga’s property is already zoned commercial, thus there needs to be a clarification as to what is zoned commercial already and which portions of Mr. Elzinga’s property are zoned as other districts.

The following recommendations resulted from this review:

Recommendations:

1. Require Mr. Elzinga to apply for a specific rezoning request (i.e. to “village”, “commercial”, “P-D”, etc.) instead of just applying to comply with the zoning ordinance.
2. Recommend the applicant request a rezoning to Planned Development “P-D” in which the agreements and concessions by both parties can be applied as pursuant to Section 14.01 of the Banks Township Zoning Ordinance. The advantages of establishing a “P-D” would provide the township and the applicant greater flexibility and allow the Township to place special conditions on the project in order to conform with the Banks Township Zoning Ordinance as it has done already. In order to accomplish this the applicant must submit an application for rezoning for “P-D” to the Planning Commission. The Planning Commission would then be required to hold another public hearing to change the parcel in question from “agricultural” to “P-D”. After the public hearing the rezoning request must be reviewed again by the County Planning Commission and finally it must be acted on by the Township Board. The applicant according to the Banks Township Zoning Ordinance would be required to submit a development plan which has the following:
 - A topographic map showing contour lines at (5) five-foot intervals.
 - A plot plan which shows location of all proposed buildings, non-enclosed uses, drainage, parking, loading and traffic capabilities, all screening and landscaping, all exterior signs and lighting, and sewage disposal system locations
 - Additional requirements as deemed necessary by the Planning Commission (see Section 14.02).

The P-D zone would allow the Banks Township Planning Commission to regulate problem areas such as signs, parking, and traffic regulation on the property as well as allow the applicant to comply with the Banks Township Zoning Ordinance.

3. Rezone the property to “Village”. Rezoning to “Village” would require the Banks Township Planning Commission to rescind any motions already made in regard to the special conditions placed on Mr. Elzinga and first change the zoning to the appropriate district. This process would require

another public hearing and submission to the County Planning Commission for review. The Township Board must then act on the rezoning request. After the property has been rezoned to the proper district, in this case “village”, the Planning Commission could then require Mr. Elzinga to apply for special use permits for the uses actually occurring in that district (i.e. waiving the warehouse parking, no additional signs, bed & breakfast requirements, festival conditions, and flea market conditions) in order to comply with the Banks Township Zoning Ordinance.

4. Rezone the property to “commercial”. Rezoning to “commercial” would require the same actions as required for the rezoning to “village”. A benefit of rezoning to “commercial” however, is the possibility that the Michigan Department of Transportation (MDOT) may at some point in the future, require this zoning classification for Mr. Elzinga’s signs (due to the precedence set in the Friske case).

MOTION BY NORRIS, SUPPORTED BY STOKES, that the Antrim County Planning Commission notify the Banks Township Planning Commission that it should note the existing “Commercial” district.

FRISKE:

At a regular meeting on April 1, 1997, the Antrim County Planning Commission passed the following motion in regards the rezoning request made by Richard Friske Jr.:

The Antrim County Planning Commission hereby recommends to the Banks Township Planning Commission that they might consider the attached five points of law and consider whether it wants to oppose the ruling by State Administrative Law Judge Virginia A. Dean, and if they do want to oppose the ruling that they attempt to identify other townships within Antrim County to initiate an action in opposition, and if they do not choose to pursue the aforementioned the Planning Commission reluctantly agrees that the proposed rezoning is the most pragmatic solution to comply with MDOT’s regulations, but that the village district represents the best choice of options relative to land use considerations available to Banks Township.

The following are five points that the Banks Township Planning Commission may wish to review in the ruling made by Administrative Judge Virginia A. Dean on August 29, 1996 in the case titled File 05012, N 05.65-01 & 02.

1. **BANKS TOWNSHIP ORDINANCE IS CONTROLLING** – The impression that Michigan Department of
2. Transportation (MDOT) takes precedence over township zoning seems to be in disagreement with the intent of
3. Section 28 of the Township Rural Zoning Act, MCL 125.
- 4.
5. 298 which state in relevant part, with the title Ordinance Controlling:

Section 28 – Insofar as the provisions of any ordinance lawfully adopted under the provisions of this act are inconsistent with the provisions of ordinances adopted under any other law, the provisions of ordinances adopted under the provisions of this act, unless otherwise provided in this act, shall be controlling.

1. P.A. 106 DOES NOT APPLY TO BANKS TOWNSHIP ORDINANCES– As defined in Section 2 (a) of P.A. 106, a “business area” is a zoned area having a certain spatial relationship to a city, village, or a charter township. Banks Township is not a city, a village, nor a charter township, thus it would seem that Banks Township does not fall within the scope of the Act.

2. THE EFFECT OF JUDGE DEAN’S DECISION CONFLICTS WITH THE PURPOSE OF P.A. 106

Section 3 of P.A. 106 states that the purpose of this act is “To improve and enhance the scenic beauty...”. Rezoning the premises where Friske’s signs are displayed to commercial initially, would have no effect on improving or enhancing the scenic beauty of Banks Township. In time, however, the effect of that rezoning could be potentially damaging to the scenic beauty of Banks Township. Moreover the township relinquishes an element of authority (special use requirements) when rezoning from “village” to “commercial”. When rezoned commercial the township will give up its current power (under the village designation) to set reasonable conditions for permitted signage, and the scenic beauty of the township would certainly be diminished.

3. THE TOWNSHIP’S ACTIONS IN SETTING UP COMMERCIAL AREAS MUST BE ACCEPTED

In section (4) of P.A. 106 there is very clear language providing the township with the authority to regulate signs under their ordinance:

A city, village, charter township or township vested by law with the authority to enact zoning codes has full authority under its own zoning codes or ordinances to establish commercial or industrial area and the actions of a city, village, charter township, or township in so doing shall be accepted for the purpose of this act.

Banks Township has enacted such ordinances and does establish commercial areas, as is done in the community of Atwood where Mr. Friske’s signs are located. The township’s method for the establishment of commercial or business areas is far more attentive to the protection and enhancement of scenic beauty than could be accomplished through standard commercial zoning.

4. BANKS TOWNSHIP’S ZONING IS CONSISTENT WITH THE FEDERAL HIGHWAY BEAUTIFICATION ACT.

The situation considered (in order to comply with the Federal Highway Beautification Act) states in section 750.708 (d) of the Federal Highway Administration Rules by Administrative Law Judge Virginia Dean (cited in her Opinion and Order) is the following “A zone which limited commercial or industrial activities are permitted as an

incident of other primary land uses is not considered to be a commercial or industrial zone for outdoor advertising control purposes.”

This is not the case in Banks Township, where the commercial uses permitted through the device of Village Zoning become by definition the primary land uses on the parcels so zoned; thus they are not incidental to some other primary land use.

The Antrim County Planning Commission realizes that the most pragmatic way to comply with P.A. 106 regulations would be to rezone the parcel commercial. However, this option should be reviewed closely by your legal counsel as possible implications of “spot zoning” could arise.

“Spot zoning” occurs when a small parcel of land is rezoned to a district quite different from the classification of surrounding parcels. This type of zoning grants a right to a particular property owner, while an adjacent property owner may be deprived of that same right. In addition when cases of spot zoning are reviewed, the comprehensive or master plan is often reviewed to determine the consistency of the zoning change with the master plan. However, since Banks Township does not yet have a master or comprehensive plan adopted, possible legal implications could be raised, as the master plan is the legal baseline which is often referenced in spot zoning cases.

The Planning Commission strongly feels you have grounds for an appeal as pursuant to section 9.391 subsection (3) of P.A. 106 of 1972 and would support your efforts if you wished to pursue this action further. However, if your only inclination is to resolve this matter in a prompt and pragmatic fashion, the Antrim County Planning Commission reluctantly recommends that the rezoning request made by Mr. Friske be approved, after consulting your legal counsel in regards to the spot zoning questions.

Tuesday, May 6, 1997 – 7:00 P.M.
Commissioners Room – 2nd Floor, Antrim County Building
Bellaire, Michigan

Minutes

1. Meeting called to order by Chair Turner

Members Present: Laura Stanek, Steve Roote, Jack Norris, Leonard Stokes, Richard Hoadley, Arlen Turner,
Diane Bromelmeier and Burt Stanley.

Members Absent: None

Staff Present: Peter Garwood and Matt Webb

2. APPROVAL OF MINUTES: The minutes of April 1, 1997 meeting were reviewed. Motion by Roote, supported by Stokes to approve of April 1, 1997. Motion carries unanimously.
3. PUBLIC COMMENT {Agenda Items}. No Comment.
4. MASTER PLUMBING WORKSHOP by Norris and Hoadley. This meeting was sponsored by The Planners Review and Advisory Committee at NWNCOA. Norris gained useful information
And materials.
5. STRATEGIC GOAL SETTING PROCESS, Webb led a discussion which involved the planning Commission in setting goals and establishing priorities in the following areas:
 - a. Most important duties of being a planning commission member
 - b. Issues posing greatest threat to Antrim County in 1997.
 - c. Issues wished to see addressed by planning commission in 1997
 - d. Priority Ranking of issues to be pursued by Planning Department in 1997

The top issues identified were:

It was recommended that the Planning Department evaluate the comments of the commission and prepare a report as to the feasibility of addressing the ranked issues, together with an estimate of staff time it will require.

Additional questions pertaining to planning department services to other governmental agency within Antrim County.

The Description of Essential Duties of the Associate Planner notes the services to other units of local

Government will be limited to:

- a. Providing them information relative to changes in planning and zoning fields, answering questions and acting as a county wide resource on planning and zoning activities.
- b. Conferring with local units of government relative to design criteria, standards, codes and Arrangements of land and physical facilities for various uses.

The services provided by the County Planning Commission are not intended to include technical services which have to come to be served by the private sector on a contractual basis with local government.

It was decided that staff would prepare an outline of the specific assistance that townships could expect.

6. APPOINTMENT OF PLANNING COMMISSION MEMBERS: Matt Webb circulated a (packet of candidates) letters of interest and questionnaires. Four of the seven candidates were in attendance at the meeting: Jill Barnard, Betty Averill, Robert Sanders, Doug Strang. Other candidates are: Jim Ferguson, Cherie Hogan and Vern Weller. The candidates present introduced themselves and spoke briefly about the issues each thought were important to the future of the county. Roote felt that the two members more widely disbursed across the county be recommended tonight since that was the motivating factor of expanding the size of the planning commission.

Moved by Norris, supported by Bromelmeier that a committee be appointed to evaluate the candidates and recommend four names to the Planning Commission Chairman, within one week. Motion carried.

The committee members selected were: Roote, Norris and Bromelmeier.

7. Torch Lake Township, Signs,
Motion by Roote, supported by Stokes to recommend:
8. Land Division Ordinance and Conference: A MSUE satellite program is scheduled for May 13 to present information relative to the new land division laws. The program is being co-sponsored locally by the Planning Commission, Equalization Dept., Coordinator/Planner's Office and MSU Extension.
The Planner/Coordinator Office has publicized the meeting to Townships, Villages and Assessors.

9. Update on Planning Commission Bylaws: The changes in the by-laws were made to be consistent with the county ordinance establishing the planning commission. Another significant change involved the requirement to receive information from township not fewer than 10 days prior to the next regularly scheduled planning commission meeting and that the planning commission would have a full 30 days to review materials.

Norris mentioned a couple other issues.

Matt suggested revising the by-laws to reflect the changes noted, and to circulate the revision prior to the next planning commission meeting. There was consensus that this would be a good course of action

10. Waste Reduction and Recycling Subcommittee Update: Matt updated the planning commission on subcommittee activities. The subcommittee has met and is beginning to address issues. A second meeting is scheduled for May 7, involving _____ from Emmet County who will address the subcommittee relative to the issues Emmet County addressed in its similar start-up efforts.

Matt asked the commission what its wishes were relative to receiving requests for funding. The consensus of

11. Cedar Meadows – Marine Request: Norris spoke relative to procedural problems in the application. The Planning Commission may see this in the future if a zoning change is made.

12. Communications
Council of Governments.

Grand Traverse County – Hosting workshop on cellular towers and the land division act, May 14, 1997.

Randy Smith, Grand Traverse County, ten households from Antrim County participated in the household

hazardous work collection at the cost of:

Northwest Michigan Community Health Agency in response to Planning Commission request to handling complaints. The letter was sent to townships.

“Michigan Planner” – available in planning office for review.

Kevin Elsenheimer – response to Planning Commission position relative to Banks Township rezoning request considered in April.

13. Member/Public comment – None.

14. Adjournment – Meeting adjourned at 10:15 P.M.

June 3, 1997 Minutes
Commissioners' Room, 2nd Floor, Antrim County Building
Bellaire, MI 49615

1. Meeting called to order by Chair, Arlen Turner at 7:00 p.m.

Members present: Jack Norris, Laura Stanek, Jim Ferguson, Arlen Turner, Diane Bromelmeier, Leonard Stokes, and Jim Barnard

Members absent: Vern Weller, Rich Hoadley, Steve Roote

Staff present: Pete Garwood, Matt Webb

Advisory Committee present: Burt Stanley

Others present: Jim Pruitt, Antrim County News, Terri Wilks

2. Public Comment: none.

3. Approval of May 6, 1997 minutes. Moved by Diane Bromelmeier, supported by Norris to approve May minutes.

Jack Norris mentioned several points in the minutes:

- a. Par. 6, Roote felt that the two (add) candidates residing in more widely geographically dispersed areas within the County be recommended...
- b. Last sentence, par. 6; add: Turner agreed to chair the committee
- c. Par. 7; Norris questioned whether or not the text accurately represented the discussion of the Planning Commission. Members felt that, basically, it did. Norris questioned the need for the last paragraph. Decided to change the format.

The minutes were approved as corrected.

4. Strategic Goals Setting Process

Matt introduced a reference notebook assembled for Planning Commission members and discussed several items contained within. A general discussion of the function of the planning department and the respective roles of the coordinator and associate planner took place.

Moved by Norris, supported by Stokes, to adopt the goals as developed, and also send to the commissioners. Motion carried.

5. Adopt By-Laws ("Rules for the Transaction of Business")

Moved by Stokes, supported by L. Stanek, to adopt the "rules". Motion carried.

6. MSPO Master Plan Update. Matt Webb, Jack Norris and Burt Stanley attended the workshop held at Sugar Loaf Mountain on May 21.

Jack suggested that the County Planning Commission sponsor an informational meeting involving townships that would provide coordinating information and outline the support they might expect from the Coordinator/Planner's office.

Suggestions were made relative to the Planning Commission establishing closer linkages to the townships in the following ways:

- Meeting to clarify the Land Division Act and how townships might comply in the most efficient manner.
- Meeting with Townships to discuss the communication tower issue.
- Regular meeting of Planning Commission held in outlying areas, which would, in part, establish a dialog with townships on issues of importance to them.

7. Recycling Update

Discussion of activities of Recycling Committee which has been in discussions with Central lake Township and Marvin Rubingh, Ellsworth dairy farmer, relative to enhancing his shredded paper livestock bedding enterprise.

There is a need for a concrete pad at the drop-off site and a funding source is needed. Stokes suggested that a cost estimate be prepared and taken to the County Board of Commissioners for its consideration.

Moved by Stokes, supported by Barnard that the Recycling Committee prepares a cost estimate and plan of action as to how the county might address the newspaper recycling problem. Motion carried.

8. Communications

- a) Phone call: Pete discussed a phone call from a resident requesting that the county address the communication tower issue on a countywide basis. Pete explained that since the county does not have countywide zoning, it would not be possible to address the issue as Benzie County is doing.
- b) Anonymous letter to Planning Commission: Article from North Woods Call, which criticizes the proposal to divert flow from the Cedar River by Shanty Creek. Implied that County should become involved in the issue.

Moved by Barnard, supported by Bromelmeier, that relevant information be requested from DEQ and to consider a recommendation to County Board of Commissioners requesting a public hearing. Motion carried.

9. Member comment.

10. Adjournment. Motioned by L. Stanek, supported by Norris to adjourn. Motion carried. Respectfully submitted,

Burton J Stanley
Secretary

July 1, 1997 Minutes
Commissioners' Room, 2nd Floor, Antrim County Building
Bellaire, MI 49615

1. Meeting called to order by Chairman, Arlen Turner at 7:05 p.m.

Members present: Leonard Stokes, Bob Sanders, Vern Weller, Laurie Stanek, Richard Hoadley, Jill Barnard, Jim Ferguson, Arlen Turner, and Diane Bromelmeier.

Members absent: Steve Roote, Jack Norris.

Staff present: Pete Garwood, Matt Webb.

Advisory Committee: Burt Stanley.

Others present: Jim Pruit, Up North Publications; Doug Strang; and Terri Wilks.

2. Approval of June 3, 1997 minutes. Misspelling of Jill Barnard's name. Moved by Stokes, supported by Ferguson to approve minutes as corrected. Motion carried.
3. Public Comment: Jim Pruit requested that Planning Commission members be introduced. This was done by self-introduction.
4. Torch Lake Township Rezoning: Request to rescind a rezoning of September 15, 1996 from "PRD" back to its original zoning classification of "Agriculture."

Following extensive discussion of staff report and clarification of questions, it was moved by Bromelmeier, supported by Stokes to recommend to the Township that it deny the rezoning request based on the present land use map, possible future impact of the 1996 Land Division Act, and to insure that all property descriptions are accurate. Motion carried unanimously.

5. Solid Waste Management Plan Update: Matt Webb discussed the DEQ communication which notifies the County that a waste management plan update be prepared and notify the DEQ by August 29, 1997 whether or not the County intends to do the update.

Moved by Stokes, supported by Barnard to table the issue until the next meeting, and that staff secure more information between now and the next meeting. Motion carried.

6. Recycling Update: Progress is being made relative to paper recycling. A draft proposal has been prepared which addresses a countywide paper recycling project for livestock bedding. There is reluctance by governmental units to commit to the project. (County and Central Lake Township). The consensus of the Planning Commission appeared to be that governmental units should be encouraged to proceed with the newspaper recycling project

ASAP, and that the approval and implementation of that project should not be delayed due to a “comprehensive recycling plan” not yet being in place.

A strategic plan has been prepared by the Waste Reduction and Recycling Sub-committee. The sub-committee is continuing to meet. Next meeting scheduled for July 2.

7. Master Plan: Strategic Plan for Planning Commission. Suggested that a Planning Commission member make the presentation to the Board of Commissioners. Jill and Arlen volunteered to make a presentation at the next Commissioners’ meeting.

The Antrim County Chapter of the Michigan Township Association was contacted with an offer to appear on its August agenda. The Township Association was agreeable to the offer.

Jim Ferguson volunteered to work with Matt Webb to attend the meeting at Kearney Township hall. They will update the township officers on various planning topics of current interest and establish a more direct line of communication.

8. Cellular Tower Update: Charlevoix County Planning Department sponsored a workshop on June 27 for townships and planning departments on how to deal with the tower issue. The Planning Commission was represented by four individuals, (Pete Garwood, Vern Weller, Jim Ferguson, and Burt Stanley). Jim Ferguson summarized the meeting content with others providing additional comments.

Matt will look for a definition of “essential service” and advise townships accordingly. Matt will seek an opinion as to whether the county could pursue a regulatory ordinance.

9. Reappointment of Secretary: Burt volunteered to continue until next organizational meeting.

10. Communications:

- a. Cedar River, Public Hearing, July 8.
- b. Zaremba Oil/Gas, Public Hearing, Public Service Commission, July 15. Moved by Laurie Stanek, supported by Jill Barnard that the Planning Commission write the MPSC a letter in opposition to a permit being granted and recommend that the County Board also similarly go on record in opposition. Motion carried unanimously.
- c. Mason County DPW Solid Waste Planning Amendment. Requesting that Antrim County agree to handle Mason County’s solid waste. Moved by Barnard, supported by Bromelmeier to recommend to the Board of Commissioners that the county decline the request. Motion carried unanimously.
- d. Promotion of Chain of Lakes Watershed Educational Tour, July 26. Collaborative program to observe various land protection projects in the watershed.

11. Member comment: Stokes commented that he felt that rezoning requests should be handled more quickly.

12. Adjourn. Moved by Stanek, supported by Hoadley to adjourn. Motion carried. Meeting adjourned at 10:00 p.m.

Respectfully submitted,

Burton J Stanley, Secretary

August 5, 1997 Minutes
Commissioners' Room, 2nd Floor, Antrim County Building
Bellaire, MI 49615

1. Call to order: Meeting called to order by Chairman Arlen Turner at 7:05 p.m.
Members present: Jack Norris, Jim Furguson, Arlen Turner, Steve Roote, Laura Stanek, Richard Hoadley (7:12 p.m.), Bob Sanders, and Leonard Stokes.
Members absent: Vern Weller, Diane Bromelmeier, and Jill Barnard.
Staff present: Pete Garwood and Matt Webb.
Advisory Committee: Burt Stanley
Others present: Jim Pruitt, Up North Publications and Terry Wilks.
2. Approval of minutes from July 1, 1997. Norris noted that Stanley should sign as "Recording Secretary" since the Planning Commission bylaws do not provide for the office of "Secretary." Spelling of Jim Pruitt's name. Two t's. **Moved by Stokes, supported by Norris to approve July 1 minutes as corrected. Motion carried.**
3. Public Comment: Jim Pruitt, Up North Publications, spelling of name includes two t's.
4. Solid Waste Management Update: Matt Webb reported on the County Solid Waste Management Plan Updated. He presented a written recommendation dated July 29, 1997 which outlined the Plan Update Benefits; Plan Update Drawbacks; Planning Commission's Options including Regional Cooperation, and including Cost Comparisons for Consultant – Antrim County Plan Update vs. Regional Plan Update; and Funding and Timeline.

The staff recommendation is that this Planning Commission recommend to the Board of Commissioners that the County file a notice of intent with the DEQ no later than August 29, 1997, informing DEQ that the County intends to perform its own plan update, either in-house or in a collective project with NWMCOG.

Moved by Norris, supported by Furguson that the Planning Commission accepts the staff recommendation. Motion carried.

The Planning Department is going to prepare a proposed 14 member Solid Waste Planning Committee.

5. Recycling Subcommittee Update: Agreements are signed and equipment is ordered. Tentative start-up date is scheduled for September 6.

A letter has been sent to area waste haulers to find out what recycling services are offered.

6. Banks Township: Zoning Ordinance Amendments. See Planning Department staff report dated July 30, 1997 re:

- a. Violations and Penalty Civil Infractions, Banks Township #97-9
- b. Amendment Procedures
- c. Decision of ZBA
- d. Procedure – Variance Appeals
- e. Use Regulations in R-3 Zone

Moved by Furguson, supported by Roote to accept the staff recommendations as noted in the referenced staff report, plus the two recommendations by Planning Commissioners which are stated below.

1. Amendment to Chapter 17, Section 17.09

The title of Section 17.09 Enforcement is the same title used in Section 17.05 (Enforcement). Having the same two titles under one chapter may lead to future confusion, the Planning Commission recommends amending the title of Section 17.05 to INSPECTION as this seems more appropriate for the language found therein.

2. Amendment to Chapter 16, Section 16.10

The Planning Commission has some concerns with removing the thirty (30) day provision for the Zoning Board of Appeals to decide applications for the following reason: The State enabling statute requires only that the Township Zoning Board of Appeals “decide the appeal within a reasonable time”. The Planning Commission believes the Township may wish to define “within a reasonable time” more definitely in either the Zoning Board of Appeals By-Laws, or in the Zoning Ordinance rather than have a Court decide this time period for the Township. The Planning Commission suggests the Township consult its legal counsel regarding this issue.

3. Amendment to Chapter 16, Section 16.09 Paragraph C.

The Planning Commission has no objections with amending this section of the ordinance however, the Banks Township Board should be certain their fee schedule has been amended to reflect these changes and that the fee is appropriate to cover the actual cost of holding a special meeting.

4. Amendment to Chapter Nine, Section 9.02.

There was some concern with the proposed language, “a copy of the Planning Commission’s decision shall be submitted to the applicant and to the Zoning Administrator.” The word “submitted” as used in this context sounded like the Planning Commission was applying for the decision, instead the County Planning Commission would like to see the word “submitted” changed to a more appropriate term such as conveyed.

The Antrim County Planning Commission recommends approval of the Banks Township Zoning Ordinance Amendments after careful review of the aforementioned concerns.

Motion carried.

7. Forest Home Township: Master Plan Review. Due to the lateness of receiving the Master Plan Update which precluded adequate time for staff review, **moved by Stokes, supported by Sanders to table the Master Plan Update until next meeting. Motion carried.**
8. Public Service Commission/Zaremba Update: Matt reported on the Michigan Public Service Commission Hearing. There will be a public hearing scheduled for October in Antrim County (date to be named later).
9. Member Search: Announced that Vern Weller has resigned with apologies following the July meeting. He reported that he was unprepared for the time commitment that membership would require.

Suggested that the Planning Department contact Banks Township, Commissioner Bob McLeod, and Mr. Weller for nominees.

10. Communications: Received notice from Randy Smith, Grand Traverse County Waste Coordinator. Reported that eight Antrim County households participated in the June 14 Household Hazardous Waste Collection at a cost to county of \$343.28. The next collection is scheduled for August 23 (full), followed by October 11 (filling).
Moved by Roote, supported by Hoadley to recommend approval of payment of \$343.28 to Grand Traverse County. Motion carried.
11. Member/Public Comment: Bob Sanders was re-introduced to the Board Norris: regarding the Go-Forward project, (Shanty Creek): Jack expressed concerns over both the bridge crossing mainly for aesthetic purposes and the water removal from the river.
12. Adjournment: Moved by Stokes, supported by Roote to adjourn meeting at 8:30 p.m. Motion carried.

Respectfully submitted,

Burton J Stanley
Recording Secretary

ARLEN TURNER, CHAIRMAN

JACK NORRIS, VICE-CHAIRMAN

LAURA STANEK

DIANE BROMELMIER, SECRETARY

STEVEN ROOTE

RICHARD HOADLEY
LEONARD STOKES

BURTON J. STANLEY

JACK NORRIS

JIM FERGUSON

JILL BARNARD

ROBERT SANDERS

MINUTES
September 2, 1997
Commissioners' Room, Antrim County Building
Bellaire, Michigan 49615

1. Call to order: Meeting called to order by Chairman Arlen Turner at 7:05 p.m.
Members present: Jack Norris, Jim Ferguson, Arlen Turner, Diane Bromelmeier, Bob Sanders, and Jill Barnard
Members absent: Richard Hoadley, Steve Roote, Leonard Stokes, and Laura Stanek
Staff present: Pete Garwood and Matt Webb
Advisory Comm: Burt Stanley
Others present: Jim Pruitt, Antrim County News; Jim Lively, NW Michigan Council of Governments; Scott McEowen, Tip of the Mitt Watershed Council, and two members of the public.
2. Approval of August 5, 1997 minutes. **Moved by Jim Ferguson, supported by Bob Sanders to approve August 5 minutes after noting misspelling of Ferguson's name.**
3. Public comment: none.
4. Map Project: Jim Lively presented information on a GIS mapping project showing a composite of wetlands of various political subdivisions of Antrim County. Copies left for the County. An additional copy is deposited with NRCS. The maps are a composite of information derived from three projects of prior map work from the following sources:
 1. Antrim County Soil Survey
 2. Wetland Inventory
 3. MIRIS

Scott McEowen explained the wetland assessment program; what it is and how it could be used. Also explained a guidebook which is going to be released soon, and which would be used to select different wetland protection tools.

Announced a wetlands conference scheduled for October 16 and 17 at Shanty Creek.

5. Forest Home Township: Master Plan Review staff report #97-10 presented which covered a number of points.

Moved by Pepper Bromelmeier, supported by Jill Barnard to approve the Forest Home Township Master Plan and send recommendations for the Township's consideration. Motion carried.

6. Recycling Subcommittee Update:

- Central Lake Recycling Project: Pepper Bromelmeier reported that a few small problems have been identified which need to be addressed relative to equipment design and placement of the bins at the site. There is also a need for volunteers to help distribute educational brochures.
- Publicity: A brochure advertising the project is in final form.
 - Solid Waste Planning Committee structure
 - Webb presented preliminary information relative to establishing the SWPC.
 - Solid Waste Budget: \$19,334 budgeted for 1998.

7. Strategic Plan/Master Plan Presentation: Board of Commissioners has approved the Planning Commission Strategic Plan. The Commission expressed its appreciation to Jill Barnard and Arlen Turner for their presentation to Commissioners and to Jim Ferguson for his presentation at the Antrim Chapter MTA meeting.

8. Budget Report/Items: A request for \$12,421 has been made for 1998 including \$5,596 contribution to NWMCOG. This represents an increase from \$9,656 for 1997.

Moved by Pepper Bromelmeier, supported by Jack Norris to endorse the budget as submitted. Motion carried.

Pete Garwood mentioned several capital purchase items for consideration, which could run from \$30,000 to \$80,000. If purchased, they would support planning and equalization technical upgrades and resources.

Moved by Jim Ferguson, supported by Pepper Bromelmeier to request from Commissioners for 1998 budget, the capital purchase items noted below:

- **ArcView**
- **Scanner**

Motion carried.

The Planning Commission recommends that the Planning Department further research the aerial photo proposal and prepare a detailed report regarding the need and associated costs.

Solid Waste Planning Committee/Resource Recovery Budget - \$19,334. (Attached).

Moved by Jack Norris, supported by Pepper Bromelmeier to accept the budget request as prepared by staff. Motion carried.

9. Special Meeting: Elk Rapids and Milton Townships have requested a special meeting due to timeframe within which the moratorium on cellular towers must be observed. (9-15-97)

10. Communications:

- MSPO letter – election of Board of Directors
- MSPO annual conference agenda
- MSPO certificates
- "Michigan Planner" article: "What's Expected of a Planning Commissioner"

11. Member comment: Burt Stanley announced the availability of a new MSUE resource entitled "Michigan: A Rural/Metro Comparison – Rural Data Book 1997". (Joint publication with Rural Development Council of Michigan).

12. Adjourn: **Moved by Jill Barnard, supported by Jim Ferguson to adjourn. Meeting adjourned at 9:35 p.m.**

Respectfully submitted,

Burton J Stanley
Recording Secretary

ARLEN TURNER, CHAIRMAN

JACK NORRIS, VICE-CHAIRMAN

LAURA STANEK

DIANE BROMELMIER, SECRETARY

STEVEN ROOTE

RICHARD HOADLEY

BURTON J. STANLEY

LEONARD STOKES

JIM FERGUSON

JACK NORRIS

ROBERT SANDERS

JILL BARNARD

MINUTES
September 15, 1997
Commissioners' Room, Antrim County Building
Bellaire, Michigan 49615

1. Call to order: Meeting called to order by Chairman Arlen Turner at 7:05 p.m.
Members present: Jack Norris, Jim Ferguson, Arlen Turner, Bob Sanders, Laura Stanek, and Richard Hoadley
Members absent: Steve Roote, Leonard Stokes, and Diane Bromelmeier
Staff present: Pete Garwood and Matt Webb

2. Milton Township Admendment # 97-11. Good ordinance but concerns were addressed in a staff report and reviewed by Mr. Webb.
 - Mr. Norris inquired as to why Guyed Towers were excluded. The answer was not known. It was suggested a reason be included for the exclusion of Guyed Towers.
 - Table 1 – What is the reasoning for the separation distance and where would you go to find it? Master Plan?
 - Recommendation: Performance guarantee should be mandatory.
 - Suggested by Mr. Norris regarding 1904 c: Instead of one mile, the tower should be in sight of Township boarder on a clear day.
 - Recommendation: Page 3, paragraph B. Amateur ham radio operators to receive only. Strike.
 - Note: no height limitations.
 - Are identification signs required?
 - Recommendation: No application will be approved until all required information is submitted and accuracy is verified.

Motion by Laura Stanek, supported by Jim Ferguson to recommend the Township approve the cellular tower amendment 117.1900 with the following recommendations. Motion carried by unanimous vote.

3. Elk Rapids Township Zoning Ordinance Amendment # 97-12. Mr. Webb reviewed the staff report.

Motion by Laura Stanek, supported by Richard Hoadley to recommend the Township approve the cellular tower amendment Chapter 18 with the following recommendations. Motion carried by unanimous vote.

4. Aerial Photo: Mr. Webb outlined the reasons for requesting new aerial photos of the County.

Motion by Richard Hoadley, supported by Robert Sanders to approve sending the aerial DOQ photos purchase proposal not to exceed \$50,000 to the Finance Committee and the Board of Commissioners for approval to benefit the efforts of the Planning Commission, Equalization Department, Conservation District, Emergency Operations, and Law Enforcement (among others), and to direct the Planning Department to continue to identify ways of recapturing the cost of the purchase. Motion carried by unanimous vote.

Meeting adjourned at 9:20 p.m.

JACK NORRIS, VICE-CHAIRMAN
DIANE BROMELMIER, SECRETARY
RICHARD HOADLEY
LEONARD STOKES
JACK NORRIS
JILL BARNARD

ARLEN TURNER, CHAIRMAN
LAURA STANEK
STEVEN ROOTE
BURTON J. STANLEY
JIM FERGUSON
ROBERT SANDERS

MINUTES
November 4, 1997 – 7:00 p.m.
Commissioners' Room, Antrim County Building
Bellaire, Michigan 49615

Members present: Jack Norris, Arlen Turner, Bob Sanders, Laura Stanek, Richard Hoadley
Diane Bromelmeier, Leonard Stokes, Steve Roote, and Jill Barnard

Members absent: Jim Ferguson

Advisory present: Burt Stanley

Staff present: Pete Garwood and Matt Webb

Public present: Mrs. Jack Norris, Rebecca Norris

1. Call to order: Meeting called to order by Chairman Arlen Turner at 7:03 p.m.
2. Approval of Minutes: Moved by Stanek, supported by Roote to approve the minutes of the October 7, 1997 meeting after noting a typo in the text. Motion carried.
3. Kearney Township Ordinance Amendments:
 - a. Riding, Boarding, and Training Stables. Noted a potential problem with wording involving the use of the word "boarding" in its definition. It may cause a problem relative to the defined term as it relates to the proposed amendment.

Moved by Barnard, supported by Bromelmeier to recommend approval of the proposed amendment, making note of the aforementioned definition.
 - b. Wireless Tower Amendment: Matt Webb presented a staff report outlining several points. Several additional points were made by Norris, which Webb will incorporate into a letter to the Township.

Moved by Norris, supported by Stanek to accept the staff report with noted changes. Motion carried.
 - c. Additional comment: It was suggested that the county should consider developing a checklist to provide to townships which would assist landowners in developing leases or easements with tower companies.
4. Banks Township Master Plan:

The Planning Department has received Banks Township Master Plan. Moved by Bromelmeier, supported by Norris to consider it at the November meeting. Motion carried.

5. Recycling Sub-Committee Update:

Webb reported that the telephone survey is progressing. To date, 131 potential respondents have not been contacted.

6. Newspaper Recycling:

There is indication that Central Lake Township officials are not satisfied with the operation of the newspaper recycling project.

Moved by Stokes, supported by Stanek that the Planning Commission support a three-pronged response:

- ✓ Public relations – media; grand opening
- ✓ Contact Service Clubs for their involvement
- ✓ Attend a Township Board meeting to discuss the project

The Recycling Committee will address the response. Motion carried.

Stokes volunteered to make some signs to place at the Recycling site.

7. Additional Items of Business:

- a. Photos: Garwood reported on County aerial photo project. Comments indicated that there would probably not be support by County Commissioners due to budget constraints. Sub-committee Roote and Stanek will examine further.
- b. Meeting Notice: U.S. 31 Corridor meeting – November 24, 10:00 to 12:00. Boyne Mountain.

8. Member Comment:

- a. No new members yet.
- b. Stanley reported on oil/gas meeting held in East Jordan on November 3. There is a lot of concern by landowners relative to lack of enforcement of state environmental laws.

9. Adjourn:

Moved by Stokes, supported by Roote to adjourn. Motion carried.

Respectfully submitted,

Burton J Stanley
Recording Secretary

ARLEN TURNER, CHAIRMAN

JACK NORRIS, VICE-CHAIRMAN

LAURA STANEK

DIANE BROMELMIER, SECRETARY

STEVEN ROOTE

RICHARD HOADLEY

BURTON J. STANLEY

LEONARD STOKES

JIM FERGUSON

JACK NORRIS

ROBERT SANDERS

JILL BARNARD

MINUTES
December 2, 1997 – 7:00 p.m.
Commissioners' Room, Antrim County Building
Bellaire, Michigan 49615

Members present: Jack Norris, Arlen Turner, Bob Sanders, Laura Stanek, Richard Hoadley
Leonard Stokes, and Jill Barnard

Members absent: Diane Bromelmeier, Steve Roote, and Jim Ferguson

Advisory present: None

Staff present: Pete Garwood and Matt Webb

Meeting called to order at 7:05 p.m.

1. Motion by Laura Stanek, supported by Jack Norris to approve minutes with a correction on #6: change Stokes to Sanders. Motion carried.
2. Matt Webb reviewed the staff report regarding the Banks Township Master Plan.

Motion by Laura Stanek, supported by Leonard Stokes to approve the Banks Township Master Plan with changes outlined in the staff report along with the following comments:

- Page 2 – 4. Slope: The slope map which is associated with the text on page 2-4 is too broad as currently defined. In the text of the master plan it breaks down the slope ranges into three categories < 12%; 12%-18%; and > 18%, however the associated map does not correlate as it only breaks down the categories from 12% - 40%. The Planning Commission recommends amending the map to correlate with the text of the Master Plan.
- Page 3 – 5, Actions: It appears the word "open" before the terms "space zoning" is missing from the first sentence of the first paragraph. The Planning Commission believes the sentence should read, "Adopt **open** space zoning ordinance design requirements that encourages the preservation of natural resources and special environments."
- Page 4 – 4, Guidelines and policies applicable to development in Waterfront, Under the third bullet in this Section it requires all buildings and structures to be set back at least 75 feet from the water's edge. This requirement could be misleading due to the natural fluctuations of the Great Lakes in which on extreme years, building could be permitted to be built upon a beach. The Planning Commission recommends the Township clarify the intent of this section by adding provisions which would require a setback based upon the average high water mark for Great Lakes as well as inland lakes.

- Page 4 – 5, Industrial Land Use Areas: In the text of the document it discourages additional industrial land uses outside the existing industrial areas, however on the future land use map it indicates an area immediately south of the Village of Ellsworth as being designated for future industry. The Planning Commission recommends amending either the text or the map, depending on the Township's actual intent regarding future industrial areas.
3. Webb reviewed the staff report for road regulation provisions in the Elk Rapids Township Zoning Ordinance. Additional comments were made by Planning Commission members.

Motion by Leonard Stokes, supported by Laura Stanek to recommend Elk Rapids Township consider the comments and recommendations listed in the staff report and other recommendations discussed at the Planning Commission meeting before approving the road regulation amendment to the Elk Rapids Township Zoning Ordinance. Motion carried – unanimous.

4. A proposed text amendment to the Elk Rapids Township Zoning Ordinance which would raise the Elk Rapids Zoning Board of Appeals membership from 5 to 7 members was discussed.

Motion by Leonard Stokes, supported by Jill Barnard to recommend the Township consider the concerns and recommendations listed in the Planning Department staff report before approval of the proposed amendment to increase the size of the Zoning Board of Appeals.

5. U.S. 131 – Matt Webb summarized the US 131 meeting that took place at Boyne Mountain on November 24, 1997. Webb also informed the Planning Commission of the proposed process to complete and implement the US 131 Corridor Study.
6. Recycling – Webb reviewed the Recycling Telephone Survey results.

The paper recycling program at the Central Lake Township site was discussed.

Webb reported on the Household Hazardous Waste Collection Day for Antrim County residents. (Antrim County had 3 participants at a cost of \$39.46/participant).

Motion by Jill Barnard, supported by Arlen Turner to recommend payment of the bill in the amount of \$118.38 from Grand Traverse County for participation of Antrim County residents in the HHW Day. Motion carried – unanimous.

7. Communication from NWMCOG requesting letters of interest from counties interested in participating in a GIS strategic plan. Four counties in Region 10 will be chosen to participate. Antrim County did send in a request to participate at no cost to the County.

8. Solid Waste Planning Committee – Matt Webb outlined the process and the need for the appointment of a regional representative for the Committee. The Planning Commission members were asked if anyone would volunteer to be appointed. Jill Barnard stated she would be interested. Chairman Turner recommended the appointment of Ms. Barnard to the Solid Waste Planning Committee to fill the regional representative seat.
9. Aerial Photos – Matt Webb explained the cost of obtaining aerial photos has decreased to approximately \$16,000. Since the last report a new partner has entered the picture: MichCon. The photos for this area have already been taken and MichCon and the DNR are looking for counties to become a partner to help pay for the cost of developing the film.

Webb gave a demonstration of a Digital Ortho Quad Aerial Photo sample that was provided to the County by Ayres Associates (who work for MichCon).

10. Meeting was adjourned at 10:00 p.m.