

■ **Members**

Arlen Turner
Chairman

Jack Norris
Vice-Chairman

Jill Barnard
Secretary

Diane Bromelmeier
Jim Ferguson
Richard Hoadley
Sandra Hoinka
Steve Roote
Laura Stanek

Burton Stanley
Advisory

■ **Staff**

Peter Garwood
Coordinator/Planner

Eric Cline
Associate Planner

■ **Address**

P.O. Box 187
Bellaire, MI 49615

Phone: (616) 533-6265
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■ **Meeting Dates**

First Tuesday of month
7:00 p.m.
Antrim County Building
Commissioners Room

■ **Special Assistance**

If you wish to attend a Planning Commission meeting and require special assistance, please contact the Coordinator/Planner office.

**County of Antrim
Planning Commission**

**Antrim County Building
(616) 533-6265**

**P.O. Box 187
Bellaire, MI 49615**

Arlen Turner, Chairman

Jack Norris, Vice-Chairman
Jill Barnard, Secretary
Richard Hoadley
Jim Ferguson
Burton Stanley, Advisory

Laura Stanek
Steve Roote
Diane Bromelmeier
Sandra Hoinka

MINUTES

January 5, 1999 - 7:00 P.M.

**Commissioner's Room, Antrim County Building
Bellaire, MI 49615**

Members present: Arlen Turner, Jack Norris, Jim Ferguson, Laura Stanek, Richard Hoadley, Jill Barnard, Sandra Hoinka, and Pepper Bromelmeier

Members absent: Steve Roote

Advisory present: None

Staff present: Peter Garwood

1. Order: Meeting called to order at 7:05 p.m. by Pete Garwood with a request for nominations for Chairperson.
2. Nominations: Jill Barnard nominated Arlen Turner as Chairman.

Motion by Jack Norris, supported by Laura Stanek that nominations be closed and a unanimous ballot be cast for Arlen Turner as Chairman. Motion carried — unanimous.

The meeting was turned over to Chairman Arlen Turner.

Jill Barnard nominated Jack Norris as Vice-Chair.

Motion by Arlen Turner, supported by Laura Stanek that nominations be closed and a unanimous ballot be cast for Jack Norris as Vice-Chair. Motion carried — unanimous.

Nominations for Secretary: Jill Barnard was nominated by Pepper Bromelmeier and Pepper Bromelmeier was nominated by Jill Barnard.

Motion by Arlen Turner, supported by Jack Norris to close nominations. Motion carried — unanimous.

Jill Barnard was elected as Secretary by a 7 to 1 vote.

- 3. Meeting Dates: It was unanimously decided to meet on the first Tuesday of the Month at 7:00 p.m. and to have these dates published.**

- 4. Public Comment:**

Peg Comfort, Forest Home Township, commented on an oil and gas ordinance that would be possible for all zoned townships in Antrim County if the Commission could assist in coming up with funds to write it. Possibilities included the Antrim Chapter of the Michigan Township Association with input from Hans Voss, Jean Snow, Three Lakes Association, and Friends of the Jordan. Jim Ferguson suggested we coordinate with other townships that are zoned, as this would not be of help to unzoned townships.

Pete Garwood mentioned that he had already check with the County budget which doesn't have funds. The County Commissioners would have to have a very specific request. Only the townships with zoning would benefit from this, but it could encourage other townships to become zoned.

A packet of information on oil and gas leasing is being prepared by Eric and will be mailed to the townships. The letter should also state that Forest Home Township is writing this ordinance.

Jack Norris will contact Jean Snow to see if we could submit a grant request.

It was suggested that the County take the lead on this. Environmentally the Commissioners would support it. Oil and gas companies are not fulfilling their contracts as to clean-up, which Soil Erosion Officer tries to enforce. However, the Commissioners would want to know how much authority will an ordinance give a township and for what cost. All of these issues need to be specified before taking to the County Commissioners.

Jim Ferguson will attend the Forest Home Township meeting and try and get Central Lake involved.

It was suggested that we touch base with Kalkaska County to see if they are also interested.

Fifty percent of the taxable value in Warner Township is from gas pipelines and equipment.

This must be done in an orderly fashion to protect our environment.

- 5. Approval of Minutes: Laura Stanek made a motion, supported by Jim Ferguson to approve the December 1 minutes. Motion carried — unanimous.**
- 6. Staff Report: Pete Garwood presented the staff report as written by Eric Cline.**
- 7. 1999 Strategic Plan and Goals: There were a few suggested changes, which included:
 - Page 1
 - Replace "Goals" with "Duties" in the title
 - Replace "process" with "wisest use of land and water"
 - Take out "use" at end of sentence
 - Page 2**

- Strike "goal"

The Planning Commission decided to take up the Strategic Plan and Goals at the next meeting with added changes as outlined above.

8. Torch Lake Township Zoning Ordinance Amendment: The Planning Commission reviewed and commented on Torch Lake Township Amendment. The proposed amendment was made of mostly housekeeping details from throughout the Torch Lake Ordinance. The proposed amendments appeared to be an attempt to make the ordinance more user friendly and generally more understandable.

Jack Norris made a motion, supported by Pepper Bromelmeier to send comments to Torch Lake Township (with Pete Garwood clarifying Section 2.05 with Eric). Motion carried — unanimous.

9. Master Plan Update: Due to the late hour the Master Plan Update issue will be addressed at a later date.
10. NWMCOG PRAC Minutes: Regional Planning Review and Advisory Committee minutes were distributed for review.
11. MSPO: To be considered are Community Planning Principles and Code of Ethics. Pepper Bromelmeier suggested the possibility of using the MSPO Principles as we develop our Master Plan for the County.
12. LUCA: Manistee County participation in LUCA for 1998 census. The results of a study conducted by the Manistee County Planning Department which indicates the Census Bureau would have missed a substantial number of households (and thus people) in the 2000 census, was distributed.
13. Viet Property:
Jill Barnard made a motion, supported by Pepper Bromelmeier to have the Planning staff write a letter in behalf of the Planning Commission informing the DEQ the Planning Commission vehemently opposes this permit and using it as an example of deteriorating the quality and quantity of wetlands in Antrim County, and that we expect enforcement. Motion carried — unanimous.
14. Adjournment: **Pepper Bromelmeier made a motion, supported by Laura Stanek to adjourn. Meeting adjourned at 10 :00 p.m.**

Respectfully submitted,

Pete Garwood and Jill Barnard

County Of Antrim

Arlen Turner, Chairman
Jack Norris, Vice-Chairman

Laura Stanek
Diane Bromelmeier
Richard Hoadley
Sandra Hoinka

Steven Roote
Jim Ferguson
Jill Barnard
Burt Stanley

Minutes

February 2, 1999
(7:00 P.M.)

Antrim County Board of Commissioners Room

Members Present: Ferguson, Turner, Stanley, Bromelmeier, Norris, and Hoadley

Members Absent: Stanek, Roote, Hoinka, and Barnard

Staff Present: Peter Garwood and Eric Cline

Others Present: Becky Norris (Torch Lake Township). Richard Russell (Forest Home Township), Louis Lessard (Forest Home Township), Judd Fuller (Forest Home Township), Terry Smith (Forest Home Township), and Peg Comfort (Forest Home Township). Eric Wisniewski (Antrim County News). Jerry Hein (Helena Township). Joe Quandt (Menmuir and Zimmerman), and Hans Voss (Michigan Land Use Institute). Charles Ballenger (Kearney Township). Efrain Rosalez (Antrim County Conservation District). Jerry Dobrzelewski (Warner Township).

1. **Call to Order:** Meeting called to order at 7:11 PM.
2. **Approval of Minutes:** Approval of the Minutes for January 5, 1999 with amendments.

Motion by Bromelmeier to approve Minutes with amendments. Second by Ferguson. Motion passed Unanimous.

3. **Oil and Gas Drilling Presentation:** Joe Quandt and Hans Voss presented the following topics.
 - ◆ **Background Information:** Voss stated that oil and gas drilling can be a good thing if done properly. He also stated that people must be educated as to how to properly negotiate a lease in order to protect themselves. Voss outlined the history of the Michigan Land Use Institute's program around Torch Lake. He described the Antrim Gas Alliance, a group of several landowners organized to collectively negotiate with the oil and gas industry.
 - ◆ **Legal Issues:** Quandt stated that people must understand the nature of the oil and gas industry in order to effectively respond to it. He also stated that currently the enforcement of state regulations upon the oil and gas industry is being done in a

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"loose" fashion. Therefore local units of government have an opportunity to develop and enforce local oil and gas controls. Quandt stated that various aspects of the oil and gas industry could be regulated by different levels of government. He stated that the well pad and in-ground equipment are regulated by the State. The Main Market Lines are also regulated by the State with local input. Local governments could regulate pipelines, flowlines, roads, and soil erosion issues. He also stated that local governments could regulate some safety issues. Voss mentioned that in order to encourage cooperation local governments should make overtures to MOGA and to individual operators.

- ◆ *Question and Answer Session:* Bromelmeier asked Quandt about the impacts of the Wolverine Environmental, Inc. lawsuit. Quandt stated that he had not read the entire Appeals decision but there could be impacts. Garwood asked Quandt about how the Rural Zoning Act could be utilized. Quandt stated that it could be used to regulate those areas not regulated by the State. Stanley asked about the differences in application between the Township and County zoning acts. Quandt stated that the differences were probably minimal and have not been clearly defined. Stanley asked Quandt about how to control drilling in non-zoned areas. Quandt suggested the use of an Overlay Zone, which would require site plan review of projects within the Zone. Quandt also mentioned that in Michigan mineral rights (sub-surface estate) took precedence over the surface estate. He also stated that local ordinances can protect severed mineral owners.
 - ◆ *General Discussion:* A discussion took place as how to best educate people about oil and gas landowner rights. Voss suggested public meetings. Several people stated the problems of getting people to come to meetings and participate. Dobrzelewski made several comments about his experience with the oil and gas industry. Hein made some comments on the status of drilling in Helena Township. He stated that as of May 1998 there were 1,342 wells in operation in the County. He also presented the DNR oil and gas map he had acquired and pointed out his modifications.
 - ◆ *End of Presentation:* Chairman Turner thanked the presenters, thanked everyone for attending, and called a 10-minute recess.
4. **Staff Activity Report:** After the meeting resumed Cline presented the January Planning Department Staff Activity Report. Ferguson thought the report was quite useful and thanked Cline for his efforts in putting it together.
 5. **1999 Strategic Plans and Goals:** Cline presented his revisions of the Planning Commission Strategic Plans and Goals. Norris stated that he liked the changes. Cline mentioned that the top goal appeared to be the Mater Plan and asked how the Commission wanted to address this goal. Norris stated that special meetings might be needed to develop a Master Plan. Stanley asked if the Planning Department could handle the project Cline responded that it depended upon the scope of the project as directed by the Planning Commission. Stanley also asked about the status of County soil erosion controls. Garwood updated the Commission on the work from Soil Erosion Control meeting conducted earlier that day. No additional action was taken.
 6. **MSPO Principals and Code of Ethics:** Discussions of the following occurred:

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- ◆ *General Comments:* Several comments were made in support of adopting the Planning Principals and Code of Ethics.
 - ◆ *MSPO:* Cline informed the Commission about the MSPO communication asking all communities to adopt these principals. He also informed them about the adoption of the Principals by the PRAC. Cline mentioned the MSPO Master Plan Workshop and asked for the Commissioners to sign-up as well. Several Commissioners agreed to look into their availability.
 - ◆ *Action:* The matter was tabled until the next meeting.
7. **PRAC Minutes:** Cline mentioned the PRAC Minutes and NWMCOG Annual Report was for the Planning Commission's knowledge. He also mentioned the invitation by the PRAC for all Commissioners to come to the February PRAC meeting. Norris stated that he probably do so. Several others were not sure of their availability.
 8. **New Business:** The following was presented:
 - ◆ *Recycling:* Norris presented some information on new construction methods using recycled Styrofoam that he wished to share with the Commission. Norris wanted this passed to the Recycling Sub-Committee. Cline updated the Planning Commission on the recycling grant opportunity with Kalkaska County.
 - ◆ *Kearney Township:* Stanley mentioned a possible Zoning Ordinance Amendment from Kearney Township that probably would be brought before the Planning Commission in the near future.
 0. **Member Comment/Public Comment:** Stanley mentioned that this would be his last Planning Commission meeting due to his retirement.
 1. **Adjournment:** Meeting was adjourned at 10:10 PM.

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Arlen Turner, Chairman
Jack Norris, Vice-Chairman

Laura Stanek
Diane Bromelmeier
Richard Hoadley
Sandra Hoinka

Steven Roote
Jim Ferguson
Jill Barnard
John Hummer

Minutes

March 2, 1999
(7:00 P.M.)

Antrim County Board of Commissioners Room

Members Present: Pepper Bromelmeier, Arlen Turner, John Hummer, Jack Norris, Jill Barnard, Sandy Hoinka, and Richard Hoadley **Members Absent:** Jim Ferguson, Laura Stanek, and Steve Roote

Staff Present: Peter Garwood and Eric Cline

Others Present: Bud Bechtold, and Rose Campbell

1. **Call to Order:** Meeting called to order at 7:10 PM.
2. **Approval of Minutes:** Approval of the Minutes for February 2, 1999. Norris offered several spelling and grammatical amendments.

Motion by Bromelmeier to approve Minutes with amendments. Second by Norris. Motion passed Unanimous.

3. **Staff Activity Report:** Cline presented the February Planning Department Staff Activity Report. A brief discussion of activities occurred. It was noted that Pete Garwood is the current President of the Northern Lakes Economic Alliance.
4. **Public Comment:** Garwood requested that, due to the presence of two guests, the Public Comment period be moved to the next item on the Agenda in deference to them. Chairman Turner agreed. Bud Bechtold addressed the Planning Commission. Mr. Bechtold stated that he was Chairperson of the Friends of the Antrim County Airport. He stated that the proposed Kearney Township re-zoning of the Airport has generated some concerns over airport control. Chairman Turner mentioned that the County already has some problems with control at the airport. Mr. Bechtold noted that the County already restricts the use of the airport facilities to commercial airport operations and private hangars via the leases its assigns. It is the opinion of Mr. Bechtold that if Kearney Township re-zones the airport to a "Commercial" zone that it will become open to multiple commercial uses. Mr. Bechtold suggested that the Planning Commission research how other airports were being zoned. He noted that an "Industrial" zoning classification was not proper for the airport and that the airport

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property had very limited capabilities for development. The ideas of an Airport Overlay Zone or an "Airport Zone" were mentioned. Chairman Turner thanked Mr. Bechtold for his comments.

5. **PRAC Minutes:** Cline presented the PRAC Minutes for February. He mentioned that he had been appointed Chairperson of the Trails and Non-Motorized Transportation Sub-Committee and had chaired his first meeting in Charlevoix. Cline also mentioned that the PRAC was exploring the idea of a Planning Commissioner exchange. Members of the Planning Commission looked at this idea favorably.
6. **Training Opportunities:** Cline mentioned the availability of the MSPO Master Plan workshop in Mt. Pleasant on March 22, 1999. Cline asked who could attend. Turner, Norris, and Hoinka stated that they could attend.
7. **1999 Strategic Plans and Goals:** Cline presented his revisions of the Planning Commission Strategic Plans and Goals. Norris mentioned that one major issue was with zoning. A brief discussion occurred around the point that without zoning in certain parts of the county there is no effective way to limit unwanted development. Cline mentioned that the final results of US-131 Corridor Project would not apply to Antrim County because of the lack of zoning to enforce it. The concept of limited overlay zones was discussed. Bromelmeier stated her concern with the title. She felt that "Issues" instead of "Goals" should be used. Hummer questioned the role of the "Threat Assessment" and "Concerns" categories. It was decided to remove "Objectives" from page 3 and "Goals" completely.

**Motion by Barnard to accept the 1999 Strategic Plan with the proposed changes.
Motion Seconded by Bromelmeier. Motion passed Unanimous.**

8. **MSPO Principals and Code of Ethics:** Cline presented the MSPO Planning Principles and Code of Ethics. He stated that MSPO was asking every unit of government in the State of Michigan to approve them. A discussion of the Code of Ethics and Planning Principles followed. Hummer expressed some concern with Planning Principle #9 in the Environmental section.

**Motion by Hoinka to pass a Resolution adopting the MSPO Code of Ethics.
Motion Seconded by Norris. Motion passed Unanimous.**

Motion by Bromelmeier to pass a Resolution adopting the MSPO Planning Principles. Motion Seconded by Hoinka. Motion passed Unanimous.

9. **Old Business:** The status of the Viet Wetland Permit was discussed. Cline stated that the had denied the permit to the Viets. Both Norris and Garwood expressed some concern that the DEQ ruling could allow the Viets' sneak" a permit through the DEQ at a later date without the general public being aware of it.
10. **New Business:** The following New Business was presented.

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- ◆ *Milton Township Zoning Amendment:* Garwood presented the proposed amendment to Section 18.07. He explained the change to the Planning Commission. Cline stated that this change originated with the Planning Commission comments concerning the last proposed Milton Township zoning amendment. Garwood presented the Planning Department Staff Analysis and recommendations. He stated that the Planning Commission should recommend that a Site Plan chapter be written before adoption of this proposed amendment. He also recommended that Milton Township be reminded that any proposed zoning amendments be adopted via passage of a Township Ordinance.

Motion by Barnard to recommend to Milton Township that the Planning Commission recommend the adoption of the proposed Zoning Amendment with the Planning Department recommendations. Motion Seconded by Bromelmeier. Motion passed Unanimous.

- ◆ *Kearney Township Zoning Amendment:* Garwood presented the proposed amendment to the Planning Commission. Garwood then presented the Planning Department Staff Analysis. He noted that in this proposed amendment that an airport was not defined in the "Commercial" section of the Zoning Ordinance causing all projects to be "Special Use". He also noted that with this amendment an area of wetlands on the airport property would be classified as "Commercial." Garwood stated that there were no specific conditions for approval of airport projects listed in the amendment. Garwood was concerned that this could become very involved, costing the County more time and money for each project. Garwood also noted that no Wetlands Overlay Zone had been developed for the wetland area of the airport.

Motion by Norris to not recommend passage of this proposed Zoning Amendment as written. Suggest that Kearney Township writes a specific "Airport Zone" amendment with a "Wetland Overlay Zone" to also be imposed simultaneously. Also suggest that the Kearney Township Planning Commission table the proposed amendment until research can be done on "Airport Zone" language. Also mention to the Planning Commission concerns over whether an airport should be a "Special Use" with every project requiring Special Use Permits. Motion Seconded by Barnard. Motion passed Unanimous.

- ◆ *Forest Home Township:* Garwood informed the Planning Commission that a communication had been received from Forest Home Township asking for a Letter of Support to use for grant applications for their Oil and Gas Ordinance. A brief discussion occurred. Bromelmeier asked about developing a County Oil and Gas Overlay Zone. Garwood stated that locally zoned Townships could adopt a County Overlay Ordinance. Norris mentioned a Water Resources Protection Overlay. Garwood mentioned that Coastal Management could fund the development of such a zone but the grant deadline was April 1, 1999. It was suggested that a grant application be made next year.

Motion by Norris to approve writing a Letter of Support to Forest Home Township. Motion Seconded by Barnard. Motion passed Unanimous.

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11. **Communications:** Cline presented the several articles for Planning Commission review.
- ◆ Open Space preservation from the Traverse City Record-Eagle.
 - ◆ Small Overlay Districts from the MSPO Planner. Cline asked the Planning Commission to retain this article for future consideration.
 - ◆ An Iowa State Supreme Court decision concerning the Right to Farm Law. Some concern was expressed that ruling appeared to invalidate the Right to Farm Law.
12. **Member Comment:** Hummer informed the Planning Commission that he was now the Acting Director of MSU Extension. He also noted that the Vacancy Notice for the position had been posted. Hummer also mentioned that he had been appointed to the Quality of Life Index Committee. He stated that this Committee wished to make the Index a useful planning tool. Garwood stated that the County had supported the Index in previous years and would probably be asked to support it again.

Motion by Turner to recommend to the County Board of Commissioners that they continue to support the Quality of Life Index. Motion Seconded by Norris. Motion passed Unanimous.

13. **Adjournment:** Meeting was adjourned at 9:38 PM.

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Arlen Turner, Chairman
Jack Norris, Vice-Chairman

Laura Stanek
Diane Bromelmeier
Richard Hoadley
Sandra Hoinka

Steven Roote
Jim Ferguson
Jill Barnard
John Hummer

Minutes

April 6, 1999
(7:00 P.M.)

Antrim County Board of Commissioners Room

Members Present: Arlen Turner, Laura Stanek, Sandy Hoinka, John Hummer, Jack Norris, Jill Barnard, and Richard Hoadley **Members Absent:** Pepper Bromelmeier, Jim Ferguson, and Steve Roote

Staff Present: Peter Garwood and Eric Cline

Others Present: Kim Schmidt and Lee Coven (Torch Lake Township)

1. **Call to Order:** Meeting called to order at 7:10 PM.
2. **Approval of Minutes:** Approval of the Minutes for March 2, 1999. Norris offered several amendments, including the inclusion of a space for the Planning Commission Secretary's signature.

**Motion by Stanek to approve Minutes with amendments. Second by Hoinka.
Motion passed Unanimous.**

3. **Staff Activity Report:** Cline presented the March Planning Department Staff Activity Report. A brief discussion of activities occurred. Cline focused his comments upon the two on-going local reviews that the Planning Department was doing and the on-going work on the countywide Recycling Plan.
4. **PRAC Staff Report:** Cline presented the PRAC Staff Report for March. He mentioned the on-going projects of the US-131 Corridor Project and the work of the Trails and Non-Motorized Transportation Sub-Committee. Cline also mentioned that the very positive feedback the Education Sub-Committee was receiving for its efforts.
5. **Staff Analysis:** The following Staff Analysis was presented on two issues.
 - ◆ **Torch Lake Township Land Use Map Amendment:** Cline presented the Staff Analysis for the proposed Torch Lake Township Land Use Map Amendment. Norris submitted some comments to Staff for review. Norris also stated that he felt that the information submitted by Torch Lake Township was too brief to be useful. He also

County of Antrim

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stated that the Township did not present any written reasons for the proposed action. Kim Schmidt, Torch Lake Township Supervisor, addressed the Planning Commission and addressed the issue of the lack of submitted information. Mr. Schmidt also stated that the law did not require meeting Minutes to present discussion information. Mr. Schmidt went on to state that the Rural Zoning Act only required the submission of proposed Zoning Ordinance changes to the County for review. A lengthy discussion of the issue followed. Mr. Schmidt informed the County Planning Commission that the Township was updating their Master Plan and did not need to modify their Land Use Map for every proposed land use change. Mr. Schmidt also stated that the County Planning Commission need not focus upon the internal operations of the Township, that any recommendations in this area was appreciated but not needed. MOTION PASSED (SEE BELOW). Mr. Schmidt thanked the Planning Commission for allowing him to speak and for their time.

Motion by Barnard to recommend to Torch Lake Township that the Planning Commission recommend the adoption of the proposed Land Use Map Amendment with the Planning Department recommendations. Motion Seconded by Stanek. Motion passed Unanimous.

- ◆ *Banks Township Master Plan Review* Cline presented the Staff Analysis of the proposed Banks Township Master Plan to the Planning Commission. He stated that due to the arrival date that the Planning Department had only performed a partial analysis upon the Master Plan but that it looked generally "solid." Norris suggested that the Planning Department delay response to Banks Township for one week to allow additional Planning Commission Review. The Planning Commission members seemed agreeable to this suggestion. A discussion of the Master Plan followed. Hummer stated that on Pages 2-3 *Cooperative Extension* should be changed to *MSU Extension*. Garwood also noted that MSU Extension provided the MIRS data.

Motion by Stanek to recommend approval of this proposed Banks Township Master Plan with consideration of Planning Commission recommendations. Motion also states that the Planning Department wait one week before responding to Banks Township in order to allow for extra Planning Commission review and comment. Motion Seconded by Hoinka. Motion passed Unanimous.

6. **MSPO Workshop:** A discussion of the March 22, 1999 Master Plan Workshop occurred. Chairperson Turner noted that it was a good and interesting workshop. Norris stated that it provided an excellent outline to develop a county Master Plan. Hoinka stated that it was a valuable workshop and illustrated that development of a Master Plan required a grass root planning focus within the community.
7. **Master Plan Strategy:** A discussion occurred about the development of a County Master Plan. Norris asked about seeing a copy of the 1964 Master Plan. Garwood stated that each Planning Commission member would get a copy of the 1964 Master Plan for the next meeting. Cline stated that he would keep the Master Plan as an Agenda item until the project was completed. No further action taken on this issue.
8. **Old Business:** The following Old Business was discussed.

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- ◆ *MSPO Principles and Code of Ethics:* Cline informed the Planning Commission that he had informed both MSPO and the Council of Governments of their adoption of the MSPO Planning Principles and Code of Ethics. Cline also stated that MSPO would be sending official recognition of the adoption to the Planning Commission.
 - ◆ *1999 Strategic Plans and Goals:* Cline presented the Planning Commission with a current copy of the 1999 Strategic Plans and Goals. Hummer noted that Strategic Issues should be labeled Strategies. Hoinka noted that the Planning Commission should be more concerned about implementing the Strategic Goals than in the semantics of their language. Barnard asked how the goals could be best implemented. Garwood replied that a Master Plan would help in implementing many of the goals.
 - ◆ *Airport Zoning:* Cline informed the Planning Commission on the results of his research into airport Zoning Ordinances. He provided the Planning Commission with copies of Airport Ordinances for Grand Traverse County and Peninsula Township. Garwood informed the Planning Commission about the State Airport Zoning Statute. A discussion occurred on this issue. No further action taken.
9. **New Business:** No New Business was presented.
10. **Communications:** Cline presented the Planning Commission with the following communications for their review. A brief discussion occurred on each issue.
- ◆ A copy of the Emmet County Cell Tower Ordinance and a planning article on cell towers.
 - ◆ Two planning articles on anti-sprawl measures being implemented in Georgia.
 - ◆ A letter from the Leelanau County Planning Department concerning the on-going trail issue within the regional government.
 - ◆ A letter from the Trail Sub-Committee concerning the upcoming National Trail Day.
0. **Member Comment:** Norris asked Hummer about the status of hiring a new MSU Extension Director. Hummer replied that MSU would be conducting interviews on April 19, 1999. A brief discussion occurred.
1. **Adjournment:** Meeting was adjourned at 9:05 PM.

Respectfully Submitted:

Jill Barnard, Secretary

County of Antrim
PLANNING
COMMISSION

Arlen Turner, Chairman
Jack Norris, Vice-Chairman

Laura Stanek
Diane Bromelmeier
Richard Hoadley
Sandra Hoinka

Steven Roote
Jim Ferguson
Jill Barnard
John Hummer

Minutes

May 4, 1999
(7:00 P.M.)

Antrim County Board of Commissioners Room

Members Present: Pepper Bromelmeier, Sandy Hoinka, Jim Ferguson, Jack Norris, Arlen Turner, Jill Barnard, John Hummer, and Laura Stanek **Members Absent:** Richard Hoadley and Steve Roote

Staff Present: Peter Garwood and Eric Cline

Others Present: N/A

1. **Call to Order:** Meeting called to order at 7:07 PM.
2. **Approval of Minutes:** Approval of the Minutes for April 6, 1999. **Motion by Stanek to approve Minutes. Second by Hoinka. Motion passed Unanimous.**
3. **Staff Activity Report:** Cline presented the April Planning Department Staff Activity Report. Cline focused his comments upon the on-going development of the county Recycling Plan and the Recycling Coalition meetings that he had been attending. A brief discussion of activities occurred.
4. **PRAC Staff Report:** There was no PRAC Staff Report for April. However Cline did mention the on-going trails issue that has generated concern among several counties, especially Leelanau County. Cline stated that he wanted the Planning Commission to be aware of the issue in case they were contacted about it.
5. **Master Plan Strategy:** A discussion occurred about the development of a County Master Plan. Norris stated that the 1964 Master Plan read more like a report than a Master Plan. A lengthy discussion of the best way to begin development of a new Master Plan occurred. Norris stated that he was against the use of a consultant. Ferguson asked if the Planning Commission could develop a Master Plan without a consultant. Garwood stated that time was the major issue with this type of project. Turner asked about the availability of grants. Hummer suggested using only a local consultant. Garwood suggested using video to document the growth of specific corridors within the county. Staff was directed to provide

County Of Antrim

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copies of the MSPO Master Plan material and the MSU Survey at the next meeting. No further action taken on this issue.

6. Staff Analysis: The following Staff Analysis was presented on two issues.

- ◆ *Kearney Township Future Land Use Map Amendment:* Cline presented the Staff Analysis for the proposed Kearney Township Future Land Use Map Amendment. Some concern was expressed over the continued level of development within Kearney Township. Hoinka stated that she liked the format that these proposed amendments were submitted in. The Planning Commission expressed some confusion as to what each proposed amendment would accomplish. Cline and Garwood diagramed each of the proposed changes for the Planning Commission. A discussion of the issue occurred.

Motion by Hoinka to recommend to Kearney Township that the Planning Commission recommend the approval of the proposed Future Land Use Map Amendment. Second by Barnard. Motion passed by vote of 4-2-1.

- ◆ *Kearney Township Zoning District Map Amendment:* Cline presented the Staff Analysis of the proposed Kearney Township Zoning District Map to the Planning Commission. The Planning Commission expressed some of the same concerns they had with the Future Land Use Map. A discussion of the issue occurred. MOTION PASSED (SEE BELOW). The staff was directed to contact all local Planning Commission and request that they submit information as to the reasoning behind their decision making. This request is being made to assist the Planning Commission in their decision making.

Motion by Barnard to recommend approval of the proposed Kearney Township Zoning District Map amendment with consideration of Planning Commission concerns. Second by Stanek. Motion passed by vote of 6-0-1.

7. Old Business: The following Old Business was discussed.

- ◆ *Torch Lake Township:* Cline informed the Planning Commission about the communication he had with Torch Lake Township concerning the Review Checklist. Norris stated that he had done some research, which he presented, into the statute and guidelines for Township submission to county planning commissions. Norris stated that he felt the Planning Commission was within its legal authority to ask for the materials on the Checklist. A discussion of the issue followed. The staff was directed to contact Torch Lake Township and inform them that the Planning Commission feels it has the authority to request the material on the checklist. No further action taken.

8. New Business: No New Business was presented.

- ◆ *Airport Zoning:* Garwood informed the Planning Commission about a communication from the State concerning airport zoning. Garwood stated that the State of Michigan was encouraging local units of government to pass Ordinances, via the Airport Zoning Act, controlling the 10-mile protected airspace around local airports. Garwood also stated that this form of zoning took precedence over local zoning. A discussion of this issue occurred. The Planning Commission indicated their support for the idea. Stanek

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indicated that she would voice the Planning Commission's support for the concept at the upcoming Transportation Committee meeting. No further action taken.

- ◆ *Manelona Right of Way.* Garwood informed the Planning Commission of a communication from MDOT stating that they wished to sell excess Right of Way in the community but wished to give local governments First Right of Refusal. A discussion of the issue followed. The Planning Commission noted that the available Right of Way was too small to be useful to the county. No further action taken.
 - ◆ *Farmland Development Agreements:* Cline informed the Planning Commission of the information he had received concerning several local Farmland Development Rights Agreements. Cline and Garwood explained how the county, according to statute, was to review and comment upon these agreements. Cline then explained his analysis of each agreement. A discussion of the issue followed. The Planning Commission expressed no concerns with the agreements and directed Cline to communicate approval to the local units of government. No further action taken.
 - ◆ *Central Lake Condo Project:* Cline informed the Planning Commission of a communication announcing the development of a condo project on Intermediate Lake in Central Lake Township. A discussion of the issue followed. No further action taken.
9. **Member Comment:** Hummer informed the Planning Commission that a new MSU Extension Director had been hired. Hummer stated that his name was Stan Moore, an Extension Agent from Eaton County. Hummer also stated that Mr. Moore would be starting June 15, 1999.
10. **Communications:** Hummer presented the Planning Commission with the following communications for their review. A brief discussion occurred on these issues.
- ◆ A Nature Conference occurring on May 21, 1999.
 - ◆ The Kirkland Warbler Festival on May 22, 1999.
 - ◆ A Jordan Valley Nature Tour at 9:00 AM on Saturday, May 8, 1999.

11. **Adjournment:** Meeting was adjourned at 9:53 PM.

Respectfully Submitted:

Jill Barnard, Secretary

County of Antrim

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Arlen Turner, Chairman
Jack Norris, Vice-Chairman

Laura Stanek
Diane Bromelmeier
Richard Hoadley
Sandra Hoinka

Steven Roote
Jim Ferguson
Jill Barnard
John Hummer

Minutes

June 1, 1999
(7:00 P.M.)

Antrim County Board of Commissioners Room

Members Present: Arlen Turner, Jim Ferguson, Sandy Hoinka, John Hummer, Pepper Bromelmeier, Jack Norris, Jill Barnard, Richard Hoadley, and Laura Stanek

Members Absent: Steve Roote

Staff Present: Peter Garwood and Eric Cline

Others Present: Lawrence Wolgamate (Central Lake Township) and Gene Dawson (Central Lake Township)

1. **Call to Order:** Meeting called to order at 7:11 PM.
2. **Approval of Minutes:** Approval of the Minutes for May 4, 1999.

Motion by Bromelmeier to approve Minutes. Second by Ferguson. Motion passed Unanimous.

3. **Staff Activity Report:** Cline presented the May Planning Department Staff Activity Report. Cline stated that May had been extremely busy. He focused his comments upon the regional planning activities and the recycling conference in Midland. Cline also mentioned the development of the Initial Economic Development Plan and his participation in the Y2K Public Forum in Ellsworth. A brief discussion of activities occurred.
4. **Public Comment:** Barnard requested that the members of the general public be given a chance to speak before the meeting continued. This was agreed to. The following public comments were received.
 - ◆ *Gene Dawson:* Mr. Dawson asked what the county recommendation would be on the Central Lake Township Zoning Ordinance. He stated that the Zoning Board felt that the Ordinance was ready, that more public input was needed, but that the Zoning Board felt pressured by the Township Board to complete the Ordinance. Mr. Dawson responded to several questions from Planning Commission members.

County of

PLANNING COMMISSION

- ◆ Lawrence Wolgamate: Mr. Wolgamate stated that he disagreed with the idea that the Central Lake Township Board was pressuring the Zoning Board to complete the Ordinance. He also stated that he believes that the private property owner was not adequately represented on the Zoning Board and that important issues were not being covered in the discussion of zoning in Central Lake Township.

5. **PRAC Staff Report:** Cline presented the PRAC Staff Report for March to May. He focused upon the US-131 Corridor Project, the Education Committee, and the zoning classification project. Cline stated that he wanted the Planning Commission to be aware of the issue in case they were contacted about it. Norris asked about the project details of the wetland project. Cline stated that he would have to check into it. Norris also asked to see the material on the MSU Citizen-Planner Program. Cline stated that he would present the material at the July meeting. Cline informed the Planning Commission of the request for funding for Phase II of the US-131 Corridor Project. Cline asked if the Planning Commission was still in favor of the project. A discussion occurred and concern was expressed about the level of strip development on US-131.

Motion by Norris directing the Staff to communicate to both the NWMCOG and the County Board of Commissioners that the Planning Commission is strongly in favor of continued funding for and work on the US-131 Corridor Project. Second by Bromelmeier. Motion passed Unanimous.

6. **Regional Planning Debate:** Cline and Garwood informed the Planning Commission on the current status of the regional planning debate. The history of this problem was reviewed. Cline informed the Planning Commission about the Council of Governments meeting that he and Laura Stanek attended. Garwood informed the Planning Commission as to how the Dues issue relates to this discussion. A discussion of this topic occurred. Norris stated that it might be a good idea if the NWMCOG Special Committee was presented with a list detailing the benefits that have been generated by Regional Planning. The Planning Commission agreed that this was a good idea. Stanek stated that she felt that there was no support for abolishing regional planning. Cline asked if the Planning Commission would be in favor of generating a Letter of Support for Regional Planning.

Motion by Barnard authorizing a Letter of Support for Regional Planning projects and the Regional Planning Staff to the NWMCOG. Second by Bromelmeier. Motion passed Unanimous.

7. **Master Plan Strategy:** Cline informed the Planning Commission that he had been unable to copy the MSPO Master Plan material. Cline suggested to the Planning Commission that they consider using a "step approach" to developing the Master Plan. The Planning Commission agreed with this idea. Cline stated that he would send the MSPO material and the MSU survey to the members prior to the July meeting. Cline also stated that July would be a strategy session for the Master Plan.

8. **Staff Analysis:** The following Staff Analysis was presented.

- ◆ *Central Lake Township Zoning Ordinance:* Cline presented the Staff Analysis for the proposed Central Lake Township Zoning Ordinance. Concern was expressed over the

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lack of procedural information submitted, the fact that the Planning Commission's previous comments on this Ordinance were apparently ignored, the substandard Zoning District Map, the format used to designate the Zoning Boundaries, and the inclusion of a General Law Ordinance within the Zoning Ordinance. A very lengthy discussion of this issue occurred. Various Planning Commission members expressed concern over some of the content of the proposed Zoning Ordinance. Garwood stated that it was apparent that considerable effort had gone into developing this ordinance and it would be a shame to not complete it. The Planning Commission agreed with this statement. Stanek stated that if the Township did not correctly develop their zoning ordinance then it would not be legally enforceable. Norris stated that if the Township wished to bar guyed towers from the Township then they should do it in the Ordinance not in the definitions.

Motion by Barnard to recommend to Central Lake Township that the Planning Commission recommend denial of the proposed Zoning Ordinance as written. Motion also recognizes the efforts of Central Lake Township in developing this Zoning Ordinance and strongly encourages them to continue with its development. Motion also strongly recommends consideration of Planning Commission comments and concerns and also recommends consultation with legal consul and a professional planner during the development phase of this ordinance. Second by Norris. Motion passed Unanimous.

9. **Old Business:** Cline informed the Planning Commission about the Airport airspace issue that had been discussed last month. Cline stated that the County Board of Commissioners had passed a 90-day moratorium on the building of new structures within the protected airspace. A brief discussion of the issue followed.
10. **New Business:** Cline informed the Planning Commission that Letters of Interest had been received from Turner, Ferguson, and Bromelmeier concerning their reappointment to the Planning Commission. Cline asked if a recommendation on reappointment should be made.

Motion by Stanek to recommend the reappointment of Arlen Turner, Jim Ferguson, and Diane Bromelmeier to the Planning Commission. Second by Norris. Motion passed Unanimous.

11. **Communications:** No communications were received.
12. **Member Comment:** Norris informed the Planning Commission about a boat dock development on Higgins Lake. He stated that the Director of the DEQ made an administrative decision to allow this boat dock in spite of the ruling of DEQ staff that it was illegal.
13. **Adjournment:** Meeting was adjourned at 9:24 PM.

Jill Barnard, Secretary

Respectfully Submitted:

county Antrim
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Arlen Turner, Chairman
Jack Norris, Vice-Chairman

Laura Stanek
Diane Bromelmeier
Richard Hoadley
Sandra Hoinka

Steven Roote
Jim Ferguson
Jill Barnard
Stan Moore

Minutes

July 6, 1999
(7:00 P.M.)

Antrim County Board of Commissioners Room

Members Present: Arlen Turner, Jim Ferguson, Jill Barnard, Steve Roote, Stan Moore, Laura Stanek, Sandy Hoinka (7:09 PM), and Richard Hoadley (7:13 PM) **Members Absent:** Jack Norris and Pepper Bromelmeier

Staff Present: Peter Garwood and Eric Cline

Others Present: N/A

1. **Call to Order:** Meeting called to order at 7:05 PM.

2. **Approval of Minutes:** Approval of the Minutes for June 1, 1999. **Motion by Ferguson to approve Minutes. Second by Roote. Motion passed Unanimous.**
 - ◆ Barnard asked about the status of Stan Moore. Garwood stated that Moore, as the new MSU Extension Director, automatically became the Advisory Member to the Planning Commission. Barnard then asked about the status of Hummer. Garwood replied that Hummer could serve on the Planning Commission as soon as there was an opening. ◆ The Planning Commission members introduced themselves for the benefit of Stan Moore.

3. **Staff Activity Report:** Cline presented the June Planning Department Staff Activity Report. Cline stated that June had been a busy month but in different areas. He focused his comments upon the continued development of various county plans and his attendance at the Brownfield workshop in St. Ignace and the Y2K symposium in Grayling. Cline also mentioned his appointment to head a solid waste investigation for the Northwest Michigan Governmental Alliance. A brief discussion of activities occurred.

4. **PRAC Report:** Cline presented the PRAC Report. For the benefit of Stan Moore a brief history of the PRAC and regional planning was provided. Cline stated that, recently, considerable time had been devoted to the regional planning debate but the issue was hopefully resolved and activities could resume. A short discussion occurred concerning regional planning.

County of Antrim

PLANNING COMMISSION

5. **Regional Planning Debate:** Garwood and Stanek updated the Planning Commission on the regional planning debate. They detailed the results of the special Council of Governments meeting on June 24 to resolve this issue. Garwood stated that trails appeared to be the big issue. Garwood stated that the meeting seemed to end on a positive note and there seemed to be support for regional planning. Stanek stated that regional planning must be a bigger priority for the Council of Governments. Barnard asked what are the key projects in regional planning. Garwood and Cline informed her of a number of projects.
6. **2000 Budget:** The proposed FY2000 Budget was presented for Planning Commission review. Garwood informed the Planning Commission of the new budget process, requiring Oversight Committee recommendation. The Planning Commission was informed that the Public Works Committee was there oversight committee. They were also informed that the Public Works Committee had already voted to recommend their budget to the Finance Committee, with amendments (removal of the \$5,000 request for contractual services). Garwood stated that the contractual services account was proposed in order to have funds available for a consultant in assist in the Master Plan development project. Ferguson stated that the Planning Commission was a working committee and should be instrumental in establishing its budget. He also noted that the county had not had a Master Plan since 1964. A detailed discussion of the budget occurred. Garwood stated that perhaps some of the County Commissioners were unsure of what a Master Plan was and its purpose. A workshop and/or presentation to the County Commissioners was suggested. Stanek stated that the Planning Commission Minutes were never at the Board of Commissioner meetings so perhaps they were unsure of what the Planning Commission was doing. Cline stated that the Minutes would be at the Commissioner meetings from now on. Ferguson stated that the Master Plan was a road map to the future; that it was good business to have one; that the county must plan and should have vision. Turner stated that the Master Plan was a good tool to be used in support of grant writing.

Motion by Barnard to recommend the proposed Planning Commission FY2000 Budget to the Public Works Committee, as proposed. The motion also respectfully requests the Committee reconsider removal of the \$5,000 for Contractual Services. The motion also clarifies that the item of Contractual Services will be used for the acquisition of consultant services to assist in the completion of a countywide Master Plan. Second by Hoadley. Motion passed Unanimous.

7. **Master Plan Strategy:** Cline presented the Planning Commission with copies of the MSPO Master Plan material and material from a Flexible Zoning workshop. Cline suggested that this material could be used to begin developing a framework to the Master Plan. Barnard asked about using information from the MSU Survey done 10 years ago. Turner stated that it might be easier to gain support from the County Board of Commissioners if the Planning Commission approached them with some completed steps in stead of preplanning ideas. Ferguson suggested using the MSPO material as a road map to development. He also suggested creating a working sub-committee to determine how to begin and how much assistance might be required. Garwood asked how much public participation the Planning Commission wanted during this project. A discussion of this issue occurred.

PLANNING COMMISSION

Motion by Ferguson to direct the Planning Commission staff to contact MaryAnn Heidiaman of Wade-Trim to request her assistance in determining what should be the first steps in beginning the Master Plan. Second by Roote. Motion passed Unanimous.

8. Old Business: The following Old Business was discussed.

- ◆ *Airport Zoning:* Garwood updated the Planning Commission on the Airspace Zoning issue. He stated that the County Board of Commissioners voted to begin development of an Airspace Zoning Ordinance. Garwood also stated that the County Board of Commissioners had passed a 90-day moratorium, which was being questioned but not formally challenged. A brief discussion of the issue followed.
- ◆ *Kearney Township:* Ferguson informed the Planning Commission about the July 5 Public Hearing in Kearney Township concerning the proposed Century Tel tower. Ferguson stated that the Township Planning Commission had voted not to allow the tower but Century Tel had proposed nearly the same tower design in nearly the same location and the Township Board, in spite of the Planning Commission decision, considered granting a permit. Ferguson noted that after some intense debate the Township voted to table the issue until July 14, 1999. Ferguson went on to state that the County should show support for Kearney Township and inform them on what the county is doing about this issue. A discussion of the issue followed. After some discussion the Planning Commission directed the staff to communicate their support to the Kearney Township Board and Planning Commission.

9. New Business: The following New Business was presented.

- ◆ *Milton Township Re-Zoning Request:* Cline presented the Staff Analysis for the proposed Milton Township Re-Zoning request. It was stated that this request was received late Friday afternoon and a complete analysis had not yet been done. It was also stated that this packet of material was very complete. Cline stated that this request would rezone a parcel from Agriculture to P.U.D. for the purposes of boat storage. Garwood stated that this parcel was apparently somewhat controversial in that the original authorization for boat storage was done under the Special Use process but the Township Zoning Ordinance does not allow boat storage as a Special Use. A discussion of the issue occurred. Stanek asked if the current rezoning process had been properly done. Garwood asked if rezoning would effect the entire parcel or only a portion of it. Barnard asked for clarification on several amendments (#5, #16, and #17).

Motion by Barnard to recommend to Milton Township that the Planning Commission recommend approval of the proposed Re-Zoning pending clarification on the four issues raised by the Planning Commission. Second by Ferguson. Motion passed Unanimous.

- ◆ *Citizen-Planner Program:* Cline presented the Planning Commission with the requested Citizen-Planner material. Cline explained the program based upon his most current information. It was noted that the program called for 80-hours of training in 4 of 6 possible areas. A short discussion occurred. No further action taken.
- ◆ *Wetlands Assessment Program:* Garwood informed the Planning Commission about the new DEQ Wetland Assessment Program. Garwood explained that this program

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allowed the DEQ to do various wetland assessments for property owners for a fee based upon the level of assessment done. A short discussion occurred. No further action taken.

- ◆ *Jordan Township*: Turner updated the Planning Commission on the home in Jordan Township that was sinking. He stated that an opinion was received from the DEQ and that the County Prosecutor needed to respond. A short discussion on the issue followed. The Planning staff was directed to communicate this information to the County Prosecutor for official action.
10. **Communications:** Cline presented the Kearney Township communication announcing the Century Tel Public Hearing on July 5, 1999, which was discussed earlier (SEE ABOVE).
 11. **Member Comment:** Barnard informed the Planning Commission that she would not be attending the next meeting.
 12. **Adjournment:** Meeting was adjourned at 9:29 PM.

Respectfully Submitted:

Jill Barnard, Secretary

County of Antrim

Arlen Turner, Chairman
Jack Norris, Vice-Chairman

Laura Stanek
Diane Bromelmeier
Richard Hoadley
Sandra Hoinka

Steven Roote
Jim Ferguson
Jill Barnard
Stan Moore

Minutes

August 3, 1999
(7:00 P.M.)

Antrim County Board of Commissioners Room

Members Present: Jim Ferguson, Arlen Turner, Richard Hoadley, Stan Moore, Pepper Bromelmeier, Sandy Hoinka, and Laura Stanek
Members Absent: Jack Norris, Jill Barnard, and Steve Roote
Staff Present: Peter Garwood and Eric Cline
Others Present: Burt Stanley (Kearney Township)

1. **Call to Order:** Meeting called to order at 7:13 PM.
2. **Approval of Minutes:** Approval of the Minutes for July 6, 1999. **Motion by Stanek to approve Minutes. Second by Ferguson. Motion passed Unanimous.**
3. **Staff Activity Report:** Cline presented the July Planning Department Staff Activity Report. Cline stated that July had also been a busy month. He focused his comments upon the continued development of the Brownfield Pilot Program. The Planning Commission was also informed of the opportunity for Antrim County to accept another EPA grant to redevelop the Tar Lake Site. Cline also informed the Planning Commission that two (2) township amendments were reviewed this month. Cline also stated that he had been devoting a portion of his time this month to regional planning activities. A brief discussion of activities occurred.
4. **PRAC Report:** Cline presented the PRAC Report. Cline focused his comments on the continued work of the Trails Committee and on the regional planning awards being developed by the Education Committee. Cline informed the Planning Commission on the concept of the regional planning awards. Support was expressed for the idea. A short discussion occurred concerning regional planning.
5. **Regional Planning Debate:** Garwood and Cline updated the Planning Commission on the regional planning debate. Garwood detailed the results of the Council of Governments meeting on July 29. He stated that clear support for regional planning had been exhibited and the issue appeared to be resolved. Garwood also informed the Planning Commission

County- 0 Antrim

PLANNING COMMISSION

that the COG had voted to change the dues structure, which should lower the dues of Antrim County. A short discussion of this topic occurred.

6. **Forest Home Township Review:** Cline and Garwood presented the Staff Analysis on the proposed Forest Home Township Zoning Ordinance amendment. The Planning Commission expressed agreement with the Staff Analysis. Ferguson offered several additional amendments and comments to the analysis. He also stated that, due to the complexity of the proposed amendment, the Township should offer training to both their Planning Commission and Zoning Board of Appeals to ensure proper use of the amendment. A short discussion of the issue occurred.

Motion by Bromelmeier to recommend approval of the proposed change to the Forest Home Township Zoning Ordinance, with comments and recommendations. Motion recommends that Forest Home Township consider the comments and recommendations of the Antrim County Planning Commission. Second by Stanek. Motion passed Unanimous.

7. **Kearney Township Review:** Cline and Garwood presented the Staff Analysis on the proposed Kearney Township Master Plan amendment. The Planning Commission expressed agreement with the Staff Analysis. Mr. Burt Stanley, Chairman of the Kearney Township Planning Commission, offered a few comments to the Planning Commission. Mr. Stanley stated that the amendment originated out of a request to rezone a parcel of land in that area from Manufacturing to Agriculture. He stated that the Township Planning Commission felt that this change could better protect wetlands in the area and reduces potential conflicts between residential and manufacturing areas. The Planning Commission asked Mr. Stanley several questions about the amendment. A short discussion of the issue occurred. Garwood suggested that the Township develop a Wetland Overlay district to better protect area wetlands. Mr. Stanley replied that the Township Planning Commission lacked the time and resources to currently devote to developing this district.

Motion by Stanek to approve the proposed change to the Kearney Township Future Land Use Map, with recommendations. Motion recommends that Kearney Township strongly consider devoting the time and resources to developing language for a Wetland Overlay Zone to be included in their Zoning Ordinance. Second by Ferguson. Motion passed Unanimous.

Mr. Stanley, with Planning Commission approval, briefly addressed the topic of the Jabara property. Mr. Stanley stated that he wished to resolve some rumors concerning this situation. A brief discussion of the topic occurred. No further action taken.

8. **Master Plan Strategy:** Garwood informed the Planning Commission that MaryAnn Heidiaman of Wade-Trimmm was unable to attend the meeting. Garwood also stated that there was no budgeted money to pay a consultant fee. The Planning Commission expressed the idea that a consultant company should not charge a fee for being asked for some advice; that it should be "a cost of doing business." Discussion of the Master Plan was delayed until the next meeting. No further action taken.
9. **Old Business:** No Old Business was presented for discussion.

County Of Antrim

PLANNING COMMISSION

10. New Business: The following New Business was presented.

- ◆ *Jabara Property:* Garwood and Cline informed the Planning Commission of a proposed opportunity for Antrim County to acquire a 115-acre parcel in Kearney Township (the Jabara Property). It was stated that the arrangement would be for the County to sponsor a grant to the DNR Trust Fund and Mr. Jabara would provide the 25% local match, costing the County nothing to acquire the property. A description of the property was provided. It was also stated that Mr. Jabara would like to keep a life estate on the two (2) acres of the property for his personal use and that he would also like to see his family name attached to the parcel in some fashion. A discussion of the issue occurred. A Motion was made (SEE BELOW).
- ◆ *ACNA Trust Fund Grant:* Garwood informed the Planning Commission about the upcoming ACNA grant application for the DNR Trust Fund. Garwood explained that the grant application was for the purposes of ACNA improvements. A discussion of the issue occurred. Motion made (SEE BELOW).
- ◆ *EPA Superfund Grant:* Garwood informed the Planning Commission about the opportunity for Antrim County to acquire a new \$100,000 EPA redevelopment grant for the Tar Lake site. A discussion of the merits and purpose of the proposed grant project occurred. Motion made (SEE BELOW).

Motion by Bromelmeier to recommend to the Antrim County Board of Commissioners that they make all reasonable attempts to acquire the Jabara property for the County, preserving its natural resources for the benefit of the residents of Antrim County.

Second by Hoinka. Motion passed Unanimous.

Motion by Ferguson to recommend to the Antrim County Board of Commissioners that they authorize a grant application to the Michigan Department of Natural Resources Trust Fund for the purposes of ACNA improvements. Motion also authorizes a Letter of Support to be sent in the name of the Antrim County Planning Commission supporting the said project. Second by Hoadley. Motion passed Unanimous.

Motion by Bromelmeier to recommend to the Antrim County Board of Commissioners that they officially accept the \$100,000 EPA Superfund Redevelopment Grant for the Tar Lake site. Second by Hoinka. Motion passed Unanimous.

11. **Communications:** Cline presented two articles for Planning Commission review. Both articles concerned sprawl. A short discussion was held on this issue. Cline also presented information on a Farmland Preservation Tour in Maryland and Pennsylvania. It was received without comment. No further action taken.

12. **Member Comment:** There were no member or public comments.

13. **Adjournment:** Meeting was adjourned at 9:03 PM.

Respectfully Submitted:
Jill Barnard, Secretary

PLANNING COMMISSION

Arlen Turner, Chairman
Jack Norris, Vice-Chairman

Laura Stanek
Diane Bromelmeier
Richard Hoadley
Sandra Hoinka

Steven Roote
Jim Ferguson
Jill Barnard
Stan Moore

Minutes - Amended October 5, 1999

September 7, 1999
(7:00 P.M.)

Antrim County Board of Commissioners Room

Members Present: Jim Ferguson, Sandy Hoinka, Jack Norris, Arlen Turner, Richard Hoadley, and Jill Barnard (arrived 7:15 PM)

Members Absent: Stan Moore, Laura Stanek, Pepper Bromelmeier, and Steve Roote

Staff Present: Eric Cline and Peter Garwood (arrived 7:18 PM)

Others Present: Chris Grobbel (MSU Extension), Mary Ann Heidemann (Wade-Trim), and Mark Randolph (Parks and Recreation Commission)

1. **Call to Order:** Meeting called to order at 7:09 PM by Chairman Turner.
2. **Approval of Minutes:** Approval of the Minutes for August 3, 1999. Norris asked several questions about the August meeting which were addressed by the Planning Commission.

Motion by Ferguson to approve Minutes. Second by Hoinka. Motion passed Unanimous.

3. **Master Plan Strategy:** Mary Ann Heidemann of Wade-Trim addressed the Planning Commission concerning the development of a Master Plan. She verified that the current County Master Plan has not been updated since 1964 and that Antrim County had no county zoning. She informed the Planning Commission that they were legally required to meet only four **(4)** times per year. A very lengthy discussion occurred on the following topics.
 - ◆ *Land Use & Planning:* Ms. Heidemann was informed that the Planning Commission spent much of its time performing local Zoning Ordinance/Master Plan reviews. Ms. Heidemann asked if the County Board of Commissioners had an official dialog or position concerning land use and planning within the county. She was informed that there was no official position but it was speculated that there would be support for Master Plan projects but zoning related issues would be more closely debated.
 - ◆ *Master Plan Topics:* Ms. Heidemann suggested that the Planning Commission may not want to develop a comprehensive Master Plan all at one time. She stated that a Master Plan should reflect a county and suggested that the Planning Commission may wish to develop a Master Plan in sections. She informed the Planning Commission that a

County of Antrim

PLANNING COMMISSION

Master Plan should address physical, social, and economic issues that are multi-jurisdictional. She also informed the Planning Commission that a Master Plan could be adopted in whole or in part. A copy of the County Planning Act was distributed for review (ON FILE). Ms. Heidemann suggested that a Master Plan should focus upon areas of county concern and that base studies could be done to provide the basis for a Master Plan. After a discussion of this issue a possible scenario was suggested. One possible approach could be do update a land use map for the County and match it with the new Census data to form a database that could be more easily updated and used for long-term planning. From these database items such as recreation planning, transportation planning and socio-economic planning could be done as portions of a Master Plan.

- ◆ *Adoption:* Garwood asked about the adoption of a Master Plan. Ms. Heidemann stated that the control statute does not require approval of a Master Plan by a county Board of Commissioners but many are asked to do so for local political reasons. A discussion was also held concerning the perception of a Master Plan and its relationship to zoning. It was suggested that the Planning Commission could issue a statement saying they were not considering countywide zoning. Ms. Heidemann stated that this approach could make the whole process non-controversial and remove local politics from the entire process.
- ◆ *Facilities Planning:* Ms. Heidemann also suggested that the Planning Commission could do facilities planning for the County. She stated that this was probably the least utilized portion of the County Planning Act but that it had potential for real impacts. A short discussion was held on this topic. Ms. Heidemann also suggested that the Planning Commission solicit aid from all available federal, state, and local agencies because, according to the enabling statute, they are mandated to assist in the process.
- ◆ *Discussion:* After the departure of Ms. Heidemann (departed 8:50 PM) the Planning Commission authorized a letter of thanks to her for her input. Very positive remarks were made concerning her comments and suggestions (MOTION MADE - SEE BELOW). Mr. Randolph asked the Planning Commission which Master Plan topics they were going to approach first. A discussion was held on this issue. It was suggested that recreation planning could be first, followed by land use mapping. Garwood reminded the Planning Commission that the County had purchased digital ortho photos that could be utilized. Mr. Grobbel stated that MSU Extension could acquire Landscan images of the county (1997 data) for a discount rate. Transportation was suggested as a possible third topic to address, followed by either socio-economic or facilities planning. Garwood asked about natural resources planning and Barnard asked about solid waste planning. After a short discussion Chairman Turner appointed Barnard, Norris, and Ferguson to a sub-committee to prioritize Master Plan topics. The staff was directed to facilitate this process. No further action taken.

Motion by Norris to advise the Antrim County Board of Commissioners that the Master Plan Strategy Session of September 7, 1999 was a useful meeting. Motion also states that the Planning Commission, by consensus, is going to proceed with the most useful and non-controversial elements of a Master Plan, such as mapping existing land-use, recreation planning, transportation needs, etc. Second by Hoinka. Motion passed Unanimous.

County

PLANNING COMMISSION

4. **Citizen-Planner Program:** Chris Grobbel of MSU Extension presented information on the new MSU Citizen-Planner Program. He stated that this program was designed for county and township Planning Commission member training. He stated that the program was designed to be flexible, in response to local needs, but wished to focus upon land use and environmental planning. He informed the Planning Commission that graduates from the program would receive a Certificate in Planning from Michigan State University. Mr. Grobbel stated that one of the benefits of the program would be to develop a core group of citizen land use planners in each community. A discussion of the merits of this program occurred. Cline informed the Planning Commission about the upcoming regional planning Education Committee meeting in Bellaire on September 13. He also stated that the Education Committee had provided early input into this program and was very supportive of it. Cline invited the Planning Commission to attend this meeting. No further action taken. Mr. Grobbel departed at 9:38 PM.
5. **Staff Activity Report:** Cline presented the August Planning Department Staff Activity Report. Cline focused his comments upon the acceptance of the new \$100,000 EPA Brownfield Redevelopment Grant. The Planning Commission was also informed that two grant applications, for the Jabara property and the ACNA, were developed and submitted in August. Cline updated the Planning Commission on the status of the Solid Waste Plan and the regional solid waste effort he was coordinating. Cline also stated that he had been devoting a portion of his time this month to regional planning activities and that he had been appointed Chairman of the Education Committee. A brief discussion of activities occurred. Mr. Randolph, prior to his departure, was asked to update the Planning Commission on the strategic planning done by the Parks and Recreation Commission. Mr. Randolph stated that large parcel protection and economic development issue were identified as the primary considerations for future recreation development in the county. A short discussion occurred. No further action taken. Mr. Randolph departed at 9:47 PM.

A FIVE-MINUTE RECESS WAS TAKEN.

6. **Regional Planning Report:** Cline presented the Regional Planning Report. Cline informed the Planning Commission that Jim Lively had left the Council of Governments. A short discussion occurred concerning his departure. Cline stated that his departure had left the future of the program somewhat uncertain. A short review of the regional planning debate was provided for Norris. It was suggested that the Council of Governments administration was more interested in Work Force development than in regional planning. A discussion occurred concerning the future of regional planning. No further action taken.
7. **Milton Township Review:** The proposed Milton Township Zoning Ordinance amendment was presented for review. Several comments were made concerning the unexpected death of Gary Tummelson, Milton Township Zoning Administrator. Cline stated that due to its late arrival that the Staff Analysis was not yet complete. Norris offered several comments on the proposed amendment. A discussion of the proposed amendment occurred.

**Motion by Norris to recommend approval of the proposed change to the Milton Township Zoning Ordinance, with comments and recommendations of the Planning Commission.
Motion recommends that Milton Township consider the attached comments and**

PLANNING COMMISSION

**recommendations of the Antrim County Planning Commission. Second by Ferguson.
Motion passed Unanimous.**

8. **Kearney Township Review:** Cline presented the Staff Analysis for the proposed Kearney Township Zoning Ordinance map amendments. Cline presented each proposed amendment in turn. The Planning Commission expressed agreement with the Staff Analysis concerning the proposed change to the "Section 29" amendment (MOTION MADE - SEE BELOW). Concern was expressed over the proposed rezoning of the parcels in Section 20 (Eddy School Road). Some concern was expressed about the parcels that would be divided by zoning classification but much concern was expressed about the rezoning of the areas Wetland to Agriculture. It was stated again that the Township Planning Commission could better protect wetlands in the Township if a Wetland Overlay Zone and controlling regulations were developed. A discussion occurred about the proposed amendment (MOTION MADE - SEE BELOW).

**Motion by Barnard to recommend approval of the proposed rezoning changes of Section 29 and Section 32 in the Kearney Township Zoning Ordinance. Second by Ferguson.
Motion passed Unanimous.**

**Motion by Barnard to recommend denial of the proposed rezoning changes of Section 20 in the Kearney Township Zoning Ordinance based upon the Planning Commission's desire to protect wetland areas. Motion also recommends that Kearney Township strongly consider devoting the time and resources to developing language for a Wetland Overlay Zone and controlling regulations to be included in their Zoning Ordinance.
Second by Norris. Motion passed Unanimous.**

9. **Old Business:** No Old Business was presented for discussion.
10. **New Business:** No New Business was presented for discussion.
11. **Communications/Informational:** Cline presented two communications for Planning Commission review. The first communication was from the MDNR and announced a September 16 Public Hearing for the purpose of granting variances on the Jordan River. The second communication was from a law firm announcing a proposed condominium project in the Village of Elk Rapids. No further action taken.
12. **Member/Public Comment:** The following member comments were made.
 - ◆ *Jim Ferguson:* Ferguson mentioned the proposed change for the Village of Bellaire into a city. Ferguson asked if this is something the Planning Commission needed to address and what the potential outcomes could be. A short discussion occurred. No further action taken.
 - ◆ *Jack Norris:* Norris inquired about information concerning contract zoning. He stated this concerned a zoning matter in Torch Lake Township. A short discussion occurred. No further action taken.
13. **Adjournment:** Meeting was adjourned at 10:37 PM.

County PLANNING COMMISSION

Arlen Turner, Chairman
Jack Norris, Vice-Chairman

Laura Stanek
Diane Bromelmeier
Richard Hoadley
Sandra Hoinka

Steven Roote
Jim Ferguson
Jill Barnard
Stan Moore

Minutes - Amended November 3, 1999

October 5, 1999
(7:00 P.M.)

Antrim County Board of Commissioners Room

Members Present: Jim Ferguson, Laura Stanek, Sandy Hoinka, Pepper Bromelmeier, Jack Norris, Arlen Turner, Jill Barnard, Richard Hoadley (Arrived 7:15 PM), and Stan Moore (Arrived 7:31 PM)

Members Absent: Steve Roote

Staff Present: Peter Garwood

Others Present: Tim Paczesny (Torch Lake Township), Phil Lundy (Torch Lake Township), and Bill Russell (Torch Lake Township)

1. Call to **Order:** Meeting called to order at 7:08 PM by Chairman Turner.
2. **Approval of Minutes:** Approval of the Minutes for September 7, 1999. It was noted that a Motion was not included in the Minutes. Norris also stated that a Motion should be included with the discussion in the Minutes to be easier to identify.

Motion by Ferguson to approve Minutes with corrections. Second by Norris. Motion passed Unanimous.

3. **Staff Activity Report:** Garwood presented the September Planning Department Staff Activities Report. Barnard and Bromelmeier made additional comments about the Solid Waste Plan status. No further action taken.
4. **Master Plan Sub-Committee Report:** The report from the Master Plan Sub-Committee was presented. The Commission reviewed the report and a discussion ensued as to the next step. It was decided by consensus for the Sub-Committee to continue to meet. Jim Ferguson agreed to chair the committee. Ferguson explained how committee came up with what to do first. He stressed that the Planning Commission must develop a timeline of operations. Ferguson also stressed that coordination with other committees will be essential. Norris observed a Wetland Overlay Zone might be viewed with less offensiveness by some local units of government if zoning is not stressed. No further action taken.

County of Antrim
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5. **Torch Lake Township Review:** The proposed Torch Lake Township Zoning Ordinance amendment was presented for review. Tim Paczesny, Phil Lundy, a local Realtor, and Bill Russell, Torch Lake Township Planning Commission Chairman, explained the need for the change. Norris observed the designation of a "Manufacturing Zone" could create future problems for Torch Lake Township. Mr. Russell stated that the Torch Lake Planning Commission is re-defining the "Manufacturing Zone" classification. After all discussion ended a voice vote was taken.

Motion by Barnard to recommend approval of the proposed Torch Lake Township Zoning Ordinance amendment. The Motion also strongly recommends the Township immediately look at designating more property in the area as Manufacturing and that they should amend their Comprehensive Development Plan to reflect these changes. Second by Hoadley. Motion passed by a vote of 8-1.

6. **Regional Planning Report:** Garwood presented information on the proposed Regional Planning Awards. Garwood presented the Application Forms created by Eric Cline. Garwood stated that all local units of government would be given an opportunity to nominate projects, plans, and/or individuals from their own jurisdictions. Norris mentioned the effort by the Torch Lake Protection Alliance and the Three Lakes Association to develop a Model Ordinance to keep Public Access areas open to the public. Garwood mentioned the possibility of nominating the Elk River Watershed Plan. The Planning Commission decided that any other suggestions should be sent to Eric Cline. No further action taken.
7. **Old Business:** Garwood updated the Planning Commission on new information concerning the Veit property: Garwood informed the Planning Commission that the Veits submitted a new application and the DEQ gave them approval to build in the wetland area of their property. The Planning Commission expressed outrage that the DEQ would allow them a permit that would set such precedence. The Planning Commission questioned how the DEQ determined last summer's illegal fill suddenly became "historic." A lengthy discussion of this issue occurred. After the discussion ended a Motion was made (SEE BELOW), additional discussion occurred, and then a second Motion was made (SEE BELOW).

Motion by Barnard to write a letter of objection to the DEQ, with very strong language, stating that the Planning Commission, as individuals and as a Commission, is outraged at the granting of this permit. Second by Bromelmeier. Motion passed Unanimous.

Motion by Norris to add to the first Motion that the Planning Commission is outraged at an apparent abdication of the prime responsibility of the DEQ in that they are granting permits in the county for actions clearly destructive to Wetlands. The Motion further states that the Planning Commission believes that the granting of this permit is in violation of the letter and intent of the relevant environmental statutes! Motion also states that the Planning Commission intends to carry this objection to all interested public media and relevant public officials, including:

**DEQ Director Russ Harding
State Representative Ken Bradstreet
State Senator George McManus
Governor Engler**

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Local Health Department
Director of the Region III Health Department
Detroit News and Detroit Free Press
Lansing Journal
Antrim County News and Traverse City Record Eagle

Motion continues by stressing that the Planning Commission supports the DEQ field staff, which is in a difficult decision-making situation, but that the DEQ needs to adequately, address violations and enforce the permitting process. Second by Hoadley. Motion passed Unanimous.

8. **New Business:** It was mentioned that the issue of zoning in Central Lake Township would be going to public referendum November 2, 1999. No further action taken.

9. **Communications/Informational:** The following items were presented.
 - ◆ *Letter from Wade-Trim:* A letter from Dr. Mary Ann Heidemann of Wade-Trim was presented. This letter is a follow-up of last month's discussion of Master Plan Updating. Dr. Heidemann reiterated that a 'step-wise' plan would work best for Antrim County.
 - ◆ *Planning Library:* Garwood informed the Planning Commission of a new book available in the Planning Library.
 - ◆ *New Designs for Growth:* Information was received that New Designs for Growth, Inc. is "revamping" the Grand Traverse County Regional Development Guidebook.
 - ◆ *MSPO Training:* Information was presented about the availability of Basic Training for Planning and Zoning through the Michigan Society of Planning Officials.

10. **Member/Public Comment:** The following member comments were made.
 - ◆ *Arlen Turner.* Turner informed the Planning Commission of a seminar he had recently attended at the Bellaire High School concerning Land Patents.

11. **Adjournment:** Meeting was adjourned at 9:10 PM.

Respectfully Submitted:
Jill Barnard, Secretary

County Of Antrim

PLANNING COMMISSION

Arlen Turner, Chairman
Jack Norris, Vice-Chairman

Laura Stanek
Diane Bromelmeier
Richard Hoadley .
Sandra Hoinka

Steven Roote
Jim Ferguson
Jill Barnard
Stan Moore

Minutes

November 2, 1999
(7:00 P.M.)

Antrim County Board of Commissioners Room

Members Present: Stan Moore, Pepper Bromelmeier, Richard Hoadley, Sandy Hoinka, Arlen Turner, Jill Barnard, Jack Norris, and Laura Stanek, (Arrived 7:08 PM) **Members**

Absent: Jim Ferguson and Steve Roote

Staff Present: Peter Garwood and Eric Cline

Others Present: Becky Norris (Torch Lake Township)

1. Call to **Order:** Meeting called to order at 7:07 PM by Chairman Turner.
2. **Approval of Minutes:** Approval of the Minutes for October 5, 1999. The following corrections were offered: 1) In #4 Overland should be Overlay. 2) In #7 outraged should be outrage and Viet should be Veit. 3) In #6 the Torch Lake Protection Alliance should be added to the discussion. 4) In #9 the actual title of the book should be added.

Motion by Hoinka to approve Minutes with corrections. Second by Norris. Motion passed Unanimous.

3. **Staff Activity Report:** Cline presented the October Planning Department Staff Activities Report. Cline noted that the staff had logged nearly 4,000 combined miles this month. Cline outlined the Lansing presentation to the DNR Trust Fund Board. Bromelmeier mentioned receiving information on a Home Depot recycling grant. Cline described his involvement with the Northern Michigan Recycling Coalition. No further action taken.
4. **Regional Planning Report:** Cline and Garwood presented the Regional Planning Report. Garwood described the recent Council of Governments meeting defining the role of regional planning. Garwood then reviewed the draft Regional Planning Work Plan for the Planning Commission, stating that if the Planning Commission noted any problem areas they should inform the staff. Garwood then stated that the Council of Governments was asking each county to officially appoint a delegate and an alternate to the regional Planner's Review and Advisory Committee (PRAC). A motion was made (SEE BELOW). Cline updated the Planning Commission on the workshops the regional Education Committee was developing. Stan Moore informed the Planning Commission about the upcoming Citizen-Planner forum on Tuesday, November 9, 1999. The Planning Commission was also informed of the new staff changes at the Council of Governments. No further action taken.

County Of Antrim
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Motion by Norris to recommend to the County Administration Committee that Pete Garwood be recommended for appointment as the official Antrim County delegate to the regional Planner's Review and Advisory Committee (PRAC) and that Eric Cline be appointed as the alternate to the aforementioned group. Second by Bromelmeier. Motion passed Unanimous.

5. **Master Plan Sub-Committee Report:** The report from the Master Plan Sub-Committee was presented and reviewed. Cline informed the Planning Commission that Jim Ferguson was taking an active role as Chairman of the Committee and would be working with the staff in developing a timeline and outline for the Master Plan. Cline also stated that Ferguson had requested to present a Master Plan update to the County Board of Commissioners on November 12, 1999. Cline stated that the Committee would be reporting back to the Planning Commission on these issues next month. No further action taken.

6. **Regional Planning Awards:** The purpose and process of the Regional Planning Awards was reviewed. Cline stated that only one local unit of government had submitted a nomination but that the Planning Department had several possible nominations for consideration. After a short discussion the following nominations were made and accepted by the Planning Commission, in a consensus vote, for recommendation to the regional planning Education Sub-Committee.
 - ◆ *Outstanding Development Plan:* 1) The Antrim Creek Natural Area Master Plan (recommended by staff). 2) The Bellaire Golf Course Expansion Project (recommended by Jack Norris).
 - ◆ *Outstanding Plan:* 1) The Chain-of-Lakes Watershed Management Plan (recommended by staff).
 - ◆ *Regional Cooperation Award:* 1) The Tar Lake Clean-up Project (recommended by Jack Norris). 2) The Antrim Creek Natural Area project (recommended by the staff, with a special request for special recognition to the Jones Family for their contributions to the project). 3) The Central Lake Paper Recycling Project (recommended by Central Lake Township). 4) The Central Lake District Library (recommended by Jack Norris).
 - ◆ *Outstanding Planning Commissioner.* 1) Burt Stanley of Kearney Township (recommended by Jack Norris).
 - ◆ *Longevity Recognition:* 1) Allen Pecar for service on the Parks and Recreation Commission (recommended by Parks and Recreation Commission Chairman Mark Randolph). 2) Planning Commission Chairman Arlen Turner for 8 years of service (recommended by Pepper Bromelmeier).
 - ◆ *Outstanding Citizen-Planner.* 1) Larry Feeser for services to the Parks and Recreation Commission (recommended by staff and Pepper Bromelmeier). 2) Ray and Rosemarie Mills of the Village of Bellaire (recommended by Jill Barnard).
 - ◆ *Planning Professional:* 1) Tom Johnson for service with the Northern Lakes Economic Alliance (recommended by staff).

7. **Old Business:** Cline and Garwood updated the Planning Commission on new information concerning the Veit property: A discussion of the issue occurred. Stanek stated that she had heard on the radio that several groups within the State were complaining to the federal government about the way in which the DEQ enforces the State permitting process. Cline distributed a copy of the letter he wrote to the MDEQ in behalf of the Planning Commission

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and updated the Commission on the "fallout (ON-FILE)." Cline informed the Planning Commission of a letter received from the Office of Ken Bradstreet. The letter offered the suggestion of investigating the possibility of filing a petition for a contested case hearing. Cline also distributed other correspondence he had been made aware of concerning this issue (ON-FILE). A discussion occurred as to why the DEQ, if they are aware of other violations within the county, are not enforcing these violations. The Planning Commission directed the staff to officially request a copy of wetland violations within the county from the MDEQ. No further action taken.

8. **New Business:** An Application for Farmland Agreement was presented for Planning Commission approval. The application was for Kitchen Farms, Inc. to place two parcels in Warner Township (one parcel of 102.8 acres and a second parcel of 160 acres) into trust for a ten-year period. A short discussion of the issue occurred.

Motion by Bromelmeier to recommend approval of the Application for Farmland Agreement made by Kitchen Farms, Inc. for two parcels totaling 262.8 acres for ten-years. Second by Barnard. Motion passed Unanimous.

9. **Communications/Informational:** Cline presented a summary of a national report on sprawl developed by the Sierra Club. This report looked at four categories, open space protection, land-use planning, transportation planning, and community revitalization. Cline stated that compared to all 50 states, Michigan ranked 6th in open space protection, 49th in land-use planning, 14th in transportation planning, and 47th in community revitalization. A short discussion on the poor showing of the State occurred. No further action taken.
10. **Member/Public Comment:** The following member comments were made.
 - ◆ *Jack Norris:* Norris presented the Planning Commission with a summary of his thoughts concerning the Planning Commission's decision in October to recommend approval for rezoning request in Torch Lake Township (ON-FILE). Norris stated that the Torch Lake Township Board had actually looked at the site and decided against the recommendations of both the county and township planning commissions. Norris stated that he thought this should be a lesson for the Planning Commission to be more vigilant in its duties and not vote based upon emotional, but well-intentioned, decisions. A short discussion occurred. No further action taken.
 - ◆ *Becky Norris:* Ms. Norris asked the Planning Commission if the County was considering any potential Emergency Services plans. Ms. Norris updated the Planning Commission on the status of EMS within Torch Lake Township and the difficulties and financial constraints they are facing while considering the upgrade to Advanced Life Support services. A short discussion of this issue occurred. Jack Norris suggested that this could be an issue addressed in the County Master Plan. Stanek suggested Ms. Norris take her concerns to the County Emergency Services Committee. No further action taken.
11. **Adjournment:** Meeting was adjourned at 10:00 PM.

Respectfully Submitted: Jill Barnard, Secretary

Eric Cline
Recording Secretary

county PLANNING COMMISSION

Arlen Turner, Chairman
Jack Norris, Vice-Chairman

Laura Stanek
Diane Bromelmeier
Richard Hoadley
Sandra Hoinka

Steven Roote
Jim Ferguson
Jill Barnard
Stan Moore

Minutes

December 7, 1999
(7:00 P.M.)

Antrim County Board of Commissioners Room

Members Present: Jim Ferguson, Stan Moore, Jack Norris, Sandy Hoinka, Arlen Turner, Jill Barnard, and Richard Hoadley **Members Absent:** Pepper Bromelmeier, Laura Stanek, and Steve Roote

Staff Present: Peter Garwood and Eric Cline

Others Present: Corey Arsnoe (Antrim Conservation District)

1. Call to **Order:** Meeting called to order at 7:10 PM by Chairman Turner.
2. **Approval of Minutes:** Approval of the Minutes for November 2, 1999. Due to his absence at the November 2, 1999 meeting Jim Ferguson abstained from the vote.

Motion by Hoinka to approve Minutes. Second by Norris. Motion passed by a voice vote of 5-0-1.

3. **Staff Activity Report:** Cline presented the November Planning Department Staff Activities Report (ON-FILE). A short discussion of several activities occurred. No further action taken.
4. **Regional Planning Report:** Cline and Garwood presented the Regional Planning Report for October 1999. Cline presented information on the Comprehensive Economic Development Strategy and mentioned that this could be a future agenda item. The Commission was agreeable with this. No further action taken.
5. **Master Plan Sub-Committee Report:** Ferguson presented the Master Plan Sub-Committee report. He informed the Planning Commission that he would be developing a timeline and outline for the Master Plan. He also stated that he had presented an update to the County Board of Commissioners on November 12, 1999. Ferguson also stated that he would like to formalize the Master Plan process by developing the timeline and assigning areas of responsibility to other Planning Commissioners. Norris mentioned that a speaker from the Michigan Township Association had offered to speak to the Planning Commission about open space and farmland preservation. Ferguson stated that he wished to set a permanent schedule of Sub-Committee meeting dates. Cline suggested the last Monday of every month. No further action taken.

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- Veit Property:** An update of the Veit property situation was provided to the Planning Commission. It was noted that the Soil Erosion Officer had placed a Stop Work Order on the property. Mr. Arsnoe detailed the process and a discussion of the property status ensued. Ferguson stated that there was evidence of much soil erosion on the property from trees being pushed over. Mr. Arsnoe stated that the Conservation District would look into it. Cline stated that Kearney Township officials had told him that the property owners had failed to acquire a Zoning Permit. Cline presented the Planning Commission with a letter received from Russ Harding of the DEQ. This letter was received without comment. Garwood presented the Planning Commission with a DEQ list of wetland violations for Antrim County. Cline noted that Antrim County was above the DEQ 10-county service area average. Cline presented the Planning Commission with Meeting Notes from a meeting between the County Prosecutor, the Conservation District, and the Parks and Lands Committee Chairman. Ferguson stated that the Prosecutor had requested that he provide a copy of the DEQ chronology of the Veit property. A lengthy discussion of possible action steps occurred. Mr. Arsnoe briefly discussed other potential problem areas within the County. Mr. Arsnoe discussed the granting of Right-of-Way permits by the County Road Commission to place affluent lines across the Right-of-Way. A short discussion of public interest issues occurred. Moore stated the Planning Commission should inquire if the Health Department policy on granting pump-back systems is a local or State policy. Cline suggested inviting a member of the Road Commission to the January meeting to discuss this process. Mr. Arsnoe stated that the Conservation District was looking into working with the County on submitting a grant to develop a County Wetlands Ordinance. He stated that this grant could develop an ordinance, provide public education, and organize a program to have local authorities delineate wetlands instead of the DEQ. Garwood stated that the most stringent method of regulating wetlands would be through countywide zoning. He also stated that the problem was that it would require the designation of at least two zoning districts in order for a Wetland Overlay Zone to be put in place. Cline noted that countywide zoning would only apply to the unzoned areas of the County and that locally zoned areas would have to adopt the County Overlay in order for it to be fully effective. A discussion occurred as to the problems of implementing County Zoning and how best to develop a Wetland Overlay Zone.

Motion by Barnard to authorize a letter to the Antrim County Road Commission stating the Planning Commission's concerns that it is not in the public interest to grant permits allowing the use of the Right-of-Way for the placement of effluent lines by private individuals. Second by Ferguson. Motion passed Unanimous.

Motion by Ferguson to recommend to the County Board of Commissioners that the Antrim Conservation District investigates developing a wetland overlay that delineates all wetlands that we consider should be protected in Antrim County. Second by Hoadley. Motion passed Unanimous.

- Banks Township Zoning Ordinance:** Garwood and Cline reviewed the Banks Township Zoning Ordinance. It was commented upon that the Ordinance was well written and very detailed. Garwood reviewed sections of the Ordinance in detail. Several problem areas were noted including the possible formation of illegal lots after the adoption of this Ordinance and the large square footage allowed in the signage regulations.

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Motion by Barnard to recommend approval of the Banks Township Zoning Ordinance with consideration of the Planning Commission's comments and recommendations. Second by Norris. Motion passed Unanimous.

8. **Torch Lake Township Zoning Ordinance:** Cline reviewed the Staff Analysis for the Torch Lake Township Zoning Map amendment (ON-FILE). A discussion of the amendment occurred. The Planning Commission indicated that they thought the request was reasonable.

Motion by Ferguson to recommend approval of the Torch Lake Township Zoning Ordinance map amendment. Second by Norris. Motion passed Unanimous.

9. **Elk Rapids Township Zoning Ordinance:** Cline presented and reviewed the Staff Analysis for the proposed Elk Rapids Township Zoning Ordinance amendments (ON-FILE). A discussion of the amendments occurred. The Planning Commission indicated no problems with the proposed amendments.

Motion by Norris to recommend approval of the Elk Rapids Township Zoning Ordinance amendments with consideration of the Planning Commission's comments. Second by Ferguson. Motion passed Unanimous.

10. **Kearney Township Zoning Ordinance:** Cline presented and reviewed the Staff Analysis for the proposed Kearney Township Zoning Ordinance amendments (ON-FILE). A discussion of the amendments occurred. The Planning Commission indicated some areas of concern with the proposed amendments.

Motion by Barnard to recommend to the Kearney Township Planning Commission that they strongly consider the County Planning Commission's comments, recommendations, and attachments as well as consideration of the implications of the amendments prior to approval. Motion further suggests that the Kearney Township Planning Commission seek legal consul review of the proposed amendments. Second by Norris. Motion passed Unanimous.

11. **Old Business:** Cline updated the Planning Commission that the submission deadline for the Regional Planning Awards had been extended to December 31, 1999. Cline stated that he had received additional nominations from Forest Home Township and the Village of Bellaire. The Planning Commission stated that they would consider the new nominations. After a short discussion the following nominations were made and accepted by the Planning Commission, in a consensus vote, for recommendation to the regional planning Education Sub-Committee.

◆ *Forest Home Township:*

- 1) Outstanding Planning Commissioner: Peg Comfort.
- 2) Outstanding Citizen Planner: Steve Kostyshyn.
- 3) Longevity Recognition: Lewis Lessard.

◆ *Village of Bellaire:*

- 1) Outstanding Development Plan: a) The Village Riverfront development project. b) The Village Walking Path Extension Project.

County Of

PINING COMMISSION

- 2) Outstanding Plan: The Village of Bellaire Master Plan.
- 3) Regional Cooperation Award: The Craven Dam Project.
- 4) Outstanding Citizen-Planner: Denise Cline.

12. New Business: The following items were presented.

- ◆ *Takings Workshop*: Cline presented the application forms for the January 21, 2000 workshop on Takings. A short discussion of the issue occurred. All Planning Commissioners present agreed to attend the workshop. No further action taken.
- ◆ *Forest Home Township*: Cline presented the Forest Home Township Recreation Plan for review. After a discussion the Planning Commission authorized a letter approving of the Recreation Plan. No further action taken.
- ◆ *Village to City*. Ferguson informed the Planning Commission of the December 8, 1999 meeting in Bellaire concerning possible conversion of Bellaire to a city. A short discussion occurred on the implications of conversion. No further action taken.

13. Communications/Informational: Cline presented an article on a planned walkable community in East Bay Township. A short discussion occurred. No further action taken.

14. Member/Public Comment: There were no member or public comments made.

15. Adjournment: Meeting was adjourned at 9:51 PM.

Respectfully Submitted:
Jill Barnard, Secretary

Eric Cline Recording
Secretary