

County of Antrim
PLANNING COMMISSION

Jill Barnard
Joe Allen
Barbara Bradford

Al Luurtsema, Chairman
Tom Maleck, Vice-Chair
Alan Martel, Secretary
Terry Morris

Jim Gurr
Laura Stanek
Marshall Wright

Minutes

January 3, 2006
7:00 p.m.

Antrim County Building - Board of Commissioners Room

Members present: Joe Allen, Barb Bradford, Jill Barnard, Marshall Wright, Laura Stanek, Jim Gurr and Al Luurtsema

Members absent: Alan Martel, Terry Morris and Tom Maleck

Advisory present: Stan Moore

Staff and others: Peter Garwood, Joe Meyers, Suzanne Kelley, Klaus Heinert, Tim Roache, Kent McNeil, and Ed Martel

1. Meeting called to order at 7:00 p.m. by Pete Garwood, Coordinator/Planner.

2. Election of Officers

Pete Garwood, Coordinator/Planner, chaired the meeting during the process for the election of officers.

▪ Chairperson

Mr. Garwood opened the floor for nominations for Chairperson.

Marshall Wright nominated Al Luurtsema for chairperson of the Planning Commission.

Motion by Jill Barnard, supported by Marshall Wright, to close nominations and cast a unanimous ballot for Al Luurtsema for Chairperson of the Planning Commission. Motion carried – unanimous.

▪ Vice Chairperson

Mr. Wright nominated Tom Maleck for Vice Chairperson.

Motion by Barb Bradford, supported by Jim Gurr, to close nominations and cast a unanimous ballot for Tom Maleck for Vice Chairperson of the Antrim County Planning Commission. Motion carried – unanimous.

▪ Secretary

Ms. Bradford nominated Alan Martel for Secretary.

Motion by Jill Barnard, supported by Marshall Wright, to close nominations and cast a unanimous ballot for Alan Martel for Secretary of the Planning Commission. Motion carried – unanimous.

At this point of the meeting the newly elected chairperson, Al Luurtsema, chaired the remainder of the meeting.

3. Approval of Minutes

Motion by Marshall Wright, supported by Joe Allen to approve the minutes of December 6, 2005 as amended. Motion carried – unanimous

4. Conflict of Interest Disclosure

None.

5. Public Comment

Kent McNeil addressed the Commission to discuss topics including:

- Antrim County Master Plan
- General Law vs. Charter Counties
- Visioning sessions
- County zoning

Jim Gurr spoke to Mr. McNeil about how he shares many of his feelings but he informed Mr. McNeil that this Commission is listening to his concerns.

Ed Martel addressed the Commission to inform them that they have no authority and also read from an Attorney Generals opinion.

Joe Allen informed the entire Commission and the public that we are making a general plan and he further noted that in his opinion the County will never adopt County Zoning. Jim Gurr noted that the label of Master Plan is an unfortunate choice of words.

Mr. Luurtsema welcomed the newest member to the Commission, Mr. Gurr.

6. Interview Gosling Czubak

Suzanne Kelley, from Gosling Czubak, introduced herself as the main contact for Gosling Czubak and further introduced Klaus Heinert and Tim Roache. Ms. Kelley further informed the Commission of the other staff members that would be working on the project, more specifically Nathan Elkins, Jim Lumley, and Julie Rhodes. (Proposal attached).

Ms. Kelley gave a presentation on the Gosling Czubak approach to completing the Antrim County Master Plan (attached). She noted that the 1964 Comprehensive Plan was a good plan but a little out of date. Ms. Kelley noted that they will first complete one section to give to us and let us pick the form of the master plan.

Ms. Kelley informed the Commission of the sections that they will be completing. Furthermore, Ms. Kelley stated the importance of an implementation section.

Mr. Wright expressed concern of where we are so far and also noted that we need to have a future land use map as soon as possible. Mr. Wright further inquired about any problems Gosling Czubak had while completing the Kalkaska County Master Plan.

Mr. Roache noted some constraints of the Kalkaska County Master Plan being that it was funded by a Rotary grant. Mr. Roache further noted that they almost wanted to have no words in the Plan and have pictures and maps speak on behalf of the words. Ms. Kelley noted that they could not always find the exact picture and often needed to use words.

Motion by Laura Stanek, supported by Barb Bradford to recommend the Board of Commissioners contract with Gosling Czubak for the Antrim County Planning Commission Master Plan. Motion carried – unanimous.

7. Interim Rules of Procedure Update

Mr. Meyers informed the Commission that the Board of Commissioners received the Planning Commission Ordinance and the Rules for the Transaction of Business at their last meeting and should act on them at their January 12, 2006 meeting.

8. Wilson Township Master Plan

Mr. Meyers informed the Commission that they had one more month to act on the Wilson Township Master Plan and asked if there were any comments at this time.

Mr. Wright asked to get some clarified maps on page 6-2.

Stan Moore, MSU Extension Director, noted that some numbers were wrong on page 4-1.

9. Focus Group Reports

Ms. Barnard questioned if we should continue to have focus groups now that we are hiring a consultant. The Commission decided that the work should progress but it should be given to the consultant.

10. Communication

None.

11. Public/Member Comment

Ed Martel informed the Commission that the Kankaska County Master Plan was not changed in any way to accommodate zoning. Mr. Martel further thanked Mr. Allen for making the statement that County Zoning will never come to Antrim County.

Jill Barnard expressed concern about having a big box corporation come in and sue the county because they have more money, similar to what happened in Acme Township, (in regards to Meijer Stores).

Joe Allen stated that the Master Plan is a guide and not law.

Al Luurtsema noted that we are not giving enough consideration the Townships in the County. Mr. Luurtsema further stated that the plan is being written for them and we need to think about their needs.

Barb Bradford directed her comment to Mr. McNeil. She wanted to inform him that she felt like he threatened the Commission and she was offended by it. Ms. Bradford asked Mr. McNeil to report the good that the Commission is doing and not just the bad.

Mr. McNeil expressed his opinion that the public believes that the government does not care and so why should they. Mr. McNeil further noted that he did not want another situation like the visioning sessions where he felt that the voice of the people was not heard and the results were disregarded once completed.

Mr. Moore indicated that he took issue with Mr. McNeil comments about the visioning session's process and report. Mr. Moore informed Mr. McNeil that the visioning sessions were accurate and the results were reported to the Commissioners, the community, and will be used for the process of the master plan.

Meeting adjourned at 9:10 p.m.

Submitted and Approved

Alan Martel, Secretary Date:
Antrim County Planning Commission

County of Antrim
PLANNING COMMISSION

Jill Barnard
Joe Allen
Barbara Bradford

Al Luurtsema, Chairman
Tom Maleck, Vice-Chair
Alan Martel, Secretary
Terry Morris

Jim Gurr
Laura Stanek
Marshall Wright

Minutes

February 7, 2006
7:00 p.m.

Antrim County Building - Board of Commissioners Room

Members present: Joe Allen, Barb Bradford, Alan Martel, Terry Morris, Tom Maleck, Jill Barnard, Marshall Wright, Laura Stanek, Jim Gurr and Al Luurtsema

Members absent: None.

Advisory present: None.

Staff and others: Peter Garwood, Joe Meyers, Kent McNeil, Patty O'Donnell, and Joe Merillat.

1. Meeting called to order at 7:00 p.m. by Al Luurtsema, Coordinator/Planner.

2. Public Comment

Kent McNeil addressed the Planning Commission on issues regarding zoning and the master plan.

3. Approval of Minutes

Motion by Marshall Wright, supported by Joe Allen to approve the minutes of January 3, 2006.
Motion carried – unanimous

4. Conflict of Interest Disclosure

None.

5. Grand Traverse Bay Joint Planning Project

Patty O'Donnell, Regional Planner with Northwest Michigan Council of Governments, addressed the Commission on the Joint Planning Project in regards to Grand Traverse Bay. Ms. O'Donnell further discussed key issues regarding the watershed (attached).

Discussion ensued over what the process was and who was involved. Ms. O'Donnell informed the Commission of her next workshop on February 28, 2006.

6. Milton Township Zoning Ordinance Amendment

Joe Merillat, Milton Township Planning Commission, explained the purpose for amending the zoning ordinance.

Discussion ensued over the sign ordinance and short term rentals.

Motion by Marshall Wright, supported by Tom Maleck, to recommend approval of the amendments to the Milton Township Zoning Ordinance sections 117.224 and 117.301. Motion carried as a ye and nay vote as follows: Yea – Al Luurtsema, Tom Maleck, Alan Martel, Joe Allen, Jill Barnard, Barb Bradford, Jim Gurr, Terry Morris, Laura Stanek, Marshall Wright No

– None Absent – None. Motion Carried.

7. Wilson Township Master Plan

Discussion ensued over the Wilson Township Master Plan. The Commission inquired about the maps in the plan and indicated that they could be clearer. Mr. Meyers noted that Stan Moore, Advisory Member, indicated that there was an error with some numbers on Page 4-1.

Jim Gurr indicated that he was very pleased with the Township's Master Plan and noted that it makes sense why their population is increasing.

Motion by Laura Stanek, supported by Tom Maleck, to recommend approval of the Wilson Township Master Plan with the following changes:

- **Page 4-1 – in the residential section, it mentions 1,152 acres as 19 percent but the percent is actually 5.2.**
- **A clearer font is needed on the map text, especially on the legends.**

Motion carried as a ye and nay vote as follows: Yea – Al Luurtsema, Tom Maleck, Alan Martel, Joe Allen, Jill Barnard, Barb Bradford, Jim Gurr, Terry Morris, Laura Stanek, Marshall Wright No – None Absent – None. Motion carried.

8. Focus Group Reports

Tom Maleck, Transportation Section, informed the Commission of the new laws regarding transportation. Mr. Maleck further noted that this is making his section more challenging.

Discussion ensued about the Safe Passage to Schools. The Commission spoke on how sidewalks are a very important part of a safe passage to school.

Al Luurtsema, Chairman, informed the Commission that he would like to have some preliminary reports from the focus groups that have not reported to the Commission on the next month agenda. Mr. Meyers requested that all of the information get to the Coordinator/Planner's Office by February 27, 2006 to be sent out with the agendas.

9. Completion of the Master Plan

Discussion ensued about the completion of the Master Plan.

Jim Gurr and Al Martel expressed concern about how a Master Plan is associated with zoning.

Tom Maleck indicated that in the preamble at the beginning of the document, we could add that this tool was not intended to be used for the adoption of County zoning.

10. Communication

Mr. Meyers indicated that he attached an article from Gosling Czubak about schools and zoning.

Discussion ensued about the pros and cons of schools with zoning.

11. Public/Member Comment

Kent McNeil spoke on his concern about the Master Plan.

Al Martel spoke on deer related accidents in Torch Lake Township on US-31. Mr. Martel further noted that he is unimpressed with zoned and un-zoned communities equally.

Jim Gurr spoke on Michigan Land Use seminars that he has attended land use seminars and the population are split about zoned and un-zoned communities.

Joe Allen spoke on his comment last meeting and informed the Committee that he regrets his use of the

word "never".

Meeting adjourned at 9:04 p.m.

Submitted and Approved

Alan Martel, Secretary Date:
Antrim County Planning Commission

County of Antrim
PLANNING COMMISSION

Jill Barnard
Joe Allen
Barbara Bradford

Al Luurtsema, Chairman
Tom Maleck, Vice-Chair
Alan Martel, Secretary
Terry Morris

Jim Gurr
Laura Stanek
Marshall Wright

Minutes

**March 7, 2006
7:00 p.m.**

Antrim County Building - Board of Commissioners Room

Members present: Barb Bradford, Terry Morris, Jill Barnard, Marshall Wright, Laura Stanek, Jim Gurr and Al Luurtsema
Members absent: Al Martel, Joe Allen and Tom Maleck
Advisory present: None.
Staff and others: Peter Garwood and Joe Meyers

1. Meeting called to order at 7:05 p.m. by Al Luurtsema.

2. Public Comment

Terry Smith, Supervisor and Zoning Administrator for Forest Home Township, informed the Commission that the Township is going for a grant this year to acquire 165 acres of property in the township. This will be a small part of a natural area that will span over 763 acres upon completion. The original grant was for the County to go in with the Township for the Michigan Natural Resources Trust Fund to purchase 345 acres surrounding another 418 acres of currently fragmented County owned land. Mr. Smith noted that the Trust Fund did not like that two entities were jointly applying for a grant and asked if they would “trim the grant down”. Mr. Smith further noted that the County has expressed interest in trying to acquire the other 180 acres completing the 763 acres.

Motion by Laura Stanek, supported by Jill Barnard to send a letter of support to Forest Home Township regarding the grant for the Glacial Hills Pathway and Natural Area. Motion carried – unanimous.

3. Approval of Minutes

Motion by Marshall Wright, supported by Barb Bradford to approve the minutes of February 7, 2006 as amended. Motion carried – unanimous.

4. Conflict of Interest Disclosure

None.

5. Forest Home Township Zoning Amendments

Terry Smith presented the zoning amendments for Forest Home Townships section 23 of their zoning ordinance involving oil and gas surface facilities (attached). Mr. Smith informed the Commission that they had no real way of regulating oil and gas wells except on the surface. This amendment is to help protect the Township from legal battles that they cannot win. Mr. Smith noted that they have had several meetings with SRW and DTE (the two big companies in the township) and they felt that they could work with the Township on the placement of the surface facilities. Mr. Smith noted that by state law, you could only regulate the surface for gas drilling (surface facilities). Due to this restriction, they could only regulate central production facilities (CPF) in the Township. This ordinance would allow the CPF through special approval.

Barb Bradford expressed concern that this did not address netting around brine pits.

Motion by Laura Stanek, supported by Marshall Wright, to recommend Forest Home Township approve amendments to section 23 of their Zoning Ordinance regarding Oil and Gas Surface Facilities. Motion carried as a ye and nay vote as follows: Yes – Al Luurtsema, Jill Barnard, Barb Bradford, Jim Gurr, Terry Morris, Laura Stanek, Marshall Wright; No – None; Absent – Tom Maleck, Al Martel, Joe Allen. Motion carried.

6. Elk Rapids Zoning Ordinance Amendments

Discussion ensued over amendments to the Elk Rapids Zoning Ordinance (attached).

Jim Gurr noted that he felt that it is sad that they make the farmers take their signs down in the winter because it is hard to maintain a small business.

Marshall Wright expressed concern over section 2.06 on the accessory buildings due to the restrictive nature and the height requirements. Mr. Wright noted that when you limit height it can make for flatter roofs.

Mr. Gurr indicated that he was pleased with the allowance of accessory buildings because some zoning ordinances do not allow for them anymore. Mr. Gurr further noted that section 2.02 – B upset him because it does not make exceptions for creative ideas (i.e. Frank Lloyd Wright houses).

Motion by Laura Stanek, supported by Barb Bradford, to recommend approval of all amendments to the Elk Rapids Township Zoning Ordinance as presented to the Commission. The Commission noted that the Township should consider eliminating the height restriction on accessory buildings. Motion carried by a ye and nay vote as follows: Yes – Al Luurtsema, Jill Barnard, Barb Bradford, Jim Gurr, Terry Morris, Laura Stanek, Marshall Wright; No – None; Absent – Tom Maleck, Al Martel, Joe Allen. Motion carried.

7. Focus Group Reports

Laura Stanek presented the agriculture section of the master plan. The Commission reviewed the information and inquired about the visioning session results. Joe Meyers informed the Commission that he would put all of the results of the visioning session regarding farmland preservation in the section.

8. Communication

Mr. Luurtsema informed the Commission that they will be receiving the Board of Commissioners minutes in their packets each month.

9. Public/Member Comment

Jim Gurr expressed concern again over the title master plan.

Al Luurtsema spoke in support of the Glacial Hills Pathway and Natural Area.

Laura Stanek expressed concern over the 180 acres that the Township is hoping the County purchases.

Meeting adjourned at 9:04 p.m.

Submitted and Approved

Alan Martel, Secretary Date:
Antrim County Planning Commission

County of Antrim
PLANNING COMMISSION

Jill Barnard
Joe Allen
Barbara Bradford

Al Luurtsema, Chairman
Tom Maleck, Vice-Chair
Alan Martel, Secretary
Terry Morris

Jim Gurr
Laura Stanek
Marshall Wright

Minutes

**April 4, 2006
7:00 p.m.**

Antrim County Building - Board of Commissioners Room

Members present: Barb Bradford, Terry Morris, Jill Barnard, Marshall Wright, Laura Stanek, Jim Gurr, Al Luurtsema, Al Martel, Joe Allen and Tom Maleck

Members absent: None

Advisory present: None

Staff and others: Peter Garwood, Joe Meyers, Joe Merillat and Kent McNeil

1. Meeting called to order at 7:00 p.m. by Al Luurtsema.

2. Public Comment

Kent McNeil spoke on Comprehensive Master Plans and the Soil Erosion, Sedimentation and Stormwater Control Ordinance.

Discussion ensued over the Soil Erosion, Sedimentation and Stormwater Control Ordinance.

Barb Bradford and Al Luurtsema indicated that they felt that the Planning Commission should have reviewed the ordinance.

Al Martel felt that the Antrim Conservation District has no accountability and no elected officials as oversight.

3. Approval of Minutes

Motion by Laura Stanek, supported by Marshall Wright, to approve the minutes of March 7, 2006. Motion carried – unanimous.

4. Conflict of Interest Disclosure

None.

5. Milton Township Rezoning and Zoning Amendment,

Discussion ensued over the proposed rezoning. Joe Meyers noted that it was consistent with the Township Master Plan's Future Land-use Map. Laura Stanek felt that Milton Township put together a very complete and good packet of information for us to review.

Tom Maleck indicated that he would like to have the Fire Department sign-off on the development. Joe Merillat, Milton Township Planning Commission indicated that the road was consistent with the township's road ordinance that the fire department had signed off on; therefore, the fire department had signed off on the development.

Motion by Tom Maleck, supported by Marshall Wright, to recommend the Milton Township Board approve the rezoning from Agricultural to PUD on the Torch Hills Site Condo PUD and further indicated that the document was complete and well done. Motion carried – unanimous.

The Commission discussed the amendments to the Nonconforming Lots, Uses of Land, Structures and Premises section of the Zoning Ordinance.

Tom Maleck indicated that he appreciated the intent of the amendment. Al Martel indicated that they should have their legal counsel review the amendment and also, have them review the case law in regards to Nonconforming Lots.

Motion by Marshall Wright, supported Laura Stanek, to recommend that Milton Township approve the addition of paragraph F in chapter 6 of their zoning ordinance after having legal counsel review the document again. Motion carried – unanimous.

6. Focus Group Reports

Tom Maleck informed the Commission of the Preliminary draft for the Transportation Section.

Mr. Maleck indicated that the Federal Government has released money for the Safe Route to Schools program. This program gives out grants with no match to provide a safe route to school for children.

8. Communication

Mr. Meyers informed the Commission of the Citizen Planner program and indicated that the program is expensive but we have enough in our training budget for a few people to take classes.

Discussion ensued regarding how many classes could be taken and if there was the possibility of more money in the budget.

Mr. Meyers indicated that he would need to know by Friday April 7, 2006 if anyone wanted to attend.

9. Public/Member Comment

Kent McNeil expressed concerns on the Soil Control, Sedimentation and Stormwater Control ordinance.

Tom Maleck indicated that our meeting in July is on Independence Day and was wondering if we were moving it. The Committee indicated that the meeting would be on July 11, 2006

Al Martel expressed concerns over naming the plan a master plan instead of a general plan.

Barb Bradford indicated that she had attended a meeting about biomass and economic development.

Discussion ensued over economic development.

Al Luurtsema and Laura Stanek spoke on the Meadow Brook budget.

Jim Gurr spoke on the Planning and Zoning News as well as ordinances and languages.

Meeting adjourned at 9:15 p.m.

Submitted and Approved

Alan Martel, Secretary Date:
Antrim County Planning Commission

County of Antrim
PLANNING COMMISSION

Jill Barnard
Joe Allen
Barbara Bradford

Al Luurtsema, Chairman
Tom Maleck, Vice-Chair
Alan Martel, Secretary
Terry Morris

Jim Gurr
Laura Stanek
Marshall Wright

Minutes

May 2, 2006
7:00 p.m.

Antrim County Building - Board of Commissioners Room

Members present: Barb Bradford, Terry Morris, Jim Gurr, Al Luurtsema, Al Martel, Joe Allen and Tom Maleck

Members absent: Jill Barnard, Marshall Wright, Laura Stanek

Advisory present: None

Staff and others: Peter Garwood, Joe Meyers, Sherry Rhoads, Rolland Kotz and Heidi Lang

1. Meeting called to order at 7:03 p.m. by Al Luurtsema.

2. Public Comment

None.

3. Approval of Minutes

Motion by Barb Bradford, supported by Joe Allen, to approve the minutes of April 4, 2006.
Motion carried – unanimous.

4. Conflict of Interest Disclosure

Jim Gurr noted that he was a trustee and Planning Commission member for Helena Township but because the Commission only recommended approval, he felt that there was no conflict.

5. Northern Lakes Economic Alliance

Sherry Rhoads, Northern Lakes Economic Alliance, gave an update on events in Antrim County. Ms. Rhoads indicated that they were working with numerous companies and municipalities throughout the County and writing grants for the improvements in the County.

Ms. Rhoads informed the Commission of a Brownfield Grant and that they would like all of the public participation they could get. Ms. Rhoads indicated that they have a \$200,000 grant and would like to help as many Brownfield's as possible.

Tom Maleck indicated that there will be a lot of money available to Michigan soon through a program named special competitive initiative.

Further discussion ensued over economic development throughout the County.

6. Kearney Township Zoning Ordinance Amendments

Rolland Kotz, Kearney Township, explained the ordinance amendments and further explained that the ordinance is a work in progress and felt that these amendments are a step in the right direction.

Barb Bradford indicated a few changes that she has voiced in the past have not been corrected in the amended ordinance.

Mr. Kotz indicated that they are working on the ordinance and they are working on all of the other amendments and is hoping to complete them in six months.

Jim Gurr indicated that he would like the Township to let people know that in the wetland overlay district, there might not be wetlands.

Al Martel noted that he did not like the term “wetland”.

Tom Maleck inquired about building stairs going down to a shoreline protection strip.

Ms. Bradford indicated that she would like commend Kearney Township on the strides they have made towards fixing their Zoning Ordinance.

Motion by Barb Bradford, supported by Joe Allen, to recommend the Kearney Township Board adopt ordinance 2 of 2006. Motion carried – unanimous.

Motion by Barb Bradford, supported by Alan Martel, to recommend the Kearney Township Board adopt Ordinance 1 of 2006. Motion carried – unanimous.

7. Elk Rapids Zoning Ordinance Amendments

Discussion ensued over the amendments.

The Committee indicated that ordinances need to be amended through adopting another ordinance and this is not in the proper format.

Motion by Joe Allen, supported by Barb Bradford, to recommend the Elk Rapids Township approve the amendments to the Elk Rapids Zoning Ordinance if put into a proper format. Motion carried – unanimous.

8. Helena Township Zoning Ordinance Amendments

Jim Gurr explained the amendments to the Helena Township Zoning Ordinance.

Mr. Gurr indicated that the Township is under pressure to adopt ordinances for cell phone towers.

Mr. Gurr noted that the Township would allow towers under 200 feet to eliminate the blinking red light on top.

Tom Maleck indicated that on page 3, section 17.07a, number 3, there was an “of was” that does not make grammatical sense.

Motion by Tom Maleck, supported by Terry Morris, to recommend the Helena Township Board adopt the Telecommunication Tower part of the Zoning Ordinance with striking the “of was” from page 3, section 17.07a, number 3. Motion carried – unanimous.

Mr. Gurr indicated that Site Plan Review section was previously in the Zoning Ordinance but when the PUD Section was stricken, the Site Plan Review section went with it.

Pete Garwood indicated that, to amend an ordinance, you need to pass another ordinance.

Motion by Joe Allen, supported by Barb Bradford to recommend the Helena Township Board adopt the Site Plan Review Section to the Zoning Ordinance with the stipulation that it be put into an ordinance format. Motion carried – unanimous.

9. Soil Erosion, Sedimentation and Stormwater Runoff Control Ordinance (Ordinance)

Heidi Lang and Pete Garwood have a brief history of the ordinance. Ms. Lang noted that the ordinance is a tool and most large-scale developments use similar guidelines.

Barb Bradford indicated that she was upset that the Planning Commission has been in the dark on this ordinance.

Tom Maleck indicated that he liked the direction of the ordinance.

Jim Gurr indicated that he felt that the ordinance is much more severe than law.

Al Martel noted that the ordinance affected every piece of property in the County and the program is not under the Board of Commissioners control. Mr. Martel further noted that the ordinance is trying to regulate acts of God.

The Commission indicated that there are more questions that need to be answered and would like the Board of Commissioners to delay action on the ordinance for one extra month so they can have more questions answered.

Motion by Tom Maleck, supported by Al Martel, to ask the Board of Commissioners to delay action on the Soil Erosion and Storm Water Runoff Control Ordinance for one extra month. Motion carried – unanimous.

10. Communication

Joe Meyers informed the Commission that there is a Zoning Enabling Act training coming up to educate people on the now act. Mr. Meyers indicated that he needed to know by Thursday May 4, 2006 so he could go to the Finance Committee to ask for more money.

11. Public/Member Comment

Joe Allen indicated that he understood peoples concerns over Soil Erosion but noted that the Board of Commissioners does have full control over the Soil Erosion Officer.

Al Martel thanked the Commission for their comments but noted that many people cannot go to court.

Jim Gurr noted that he felt that people’s property rights are being taken away.

Meeting adjourned at 10:00 p.m.

Submitted and Approved

Alan Martel, Secretary Date:
Antrim County Planning Commission

County of Antrim
PLANNING COMMISSION

Jill Barnard
Joe Allen
Barbara Bradford

Al Luurtsema, Chairman
Tom Maleck, Vice-Chair
Alan Martel, Secretary
Terry Morris

Jim Gurr
Laura Stanek
Marshall Wright

Minutes

**June 6, 2006
7:00 p.m.**

Antrim County Building - Board of Commissioners Room

Members present: Barb Bradford, Terry Morris, Jim Gurr, Al Luurtsema, Al Martel, Joe Allen, Jill Barnard, Marshall Wright and Laura Stanek
Members absent: Tom Maleck
Advisory present: Stan Moore
Staff and others: Peter Garwood, Joe Meyers, Heidi Lang and Suzanne Kelley

1. Meeting called to order at 7:00 p.m. by Al Luurtsema.

2. Public Comment

None.

3. Approval of Minutes

Motion by Barb Bradford, supported by Joe Allen, to approve the minutes of May 4, 2006 with the recommended changes. Motion carried – unanimous.

4. Conflict of Interest Disclosure

None.

5. Soil Erosion Ordinance

Al Luurtsema indicated that the Board of Commissioners has tasked the Planning Commission with reviewing the Soil Erosion, Sedimentation and Stormwater Runoff Control Ordinance. Mr. Luurtsema indicated that he would like to set up a subcommittee of different people throughout the County.

Al Luurtsema appointed Joe Meyers, Heidi Lang, Jim Gurr, Al Martel (Chair), Barb Bradford, Mark Stone, John Peal, Stan Moore, Steve Drenth, Pepper Bromelmeier, Dean Crandall and Charlie Koop to the subcommittee to review the Soil Erosion, Sedimentation and Stormwater Runoff Control Ordinance. If any of the appointees do not wish to participate the Chairman of the subcommittee and the Chairman of the Planning Commission can appoint an alternate.

The Planning Commission had full consensus on the appointments.

6. Master Plan Update

Suzanne Kelley presented where Gosling Czubak is at with writing the Master Plan. Ms. Kelley handed out an agenda for the rest of her presentation (attached).

- Introductions
 - Ms. Kelley involved the Commission in a round table discussion on why each member is on the Planning Commission and what they bring to it.
- Exercise: What makes Antrim County special
 - Ms. Kelley executed an exercise having the Commission indicate what they felt makes Antrim County special.
- Format of Documents
 - Ms. Kelley described the document and what Gosling Czubak's vision is in starting the draft document. Ms. Kelley noted that at the next meeting she will present the guiding principles taken from the visioning sessions and opinion sessions.
 - Ms. Kelley showed the Committee what the maps would look like and explained the structure of the document.
- Meeting Schedule
 - Ms. Kelley handed out a schedule (attached) and asked the Committee what dates they would like to proceed.

The Committee discussed the Table of Contents (attached). They agreed that they would like an agriculture section as well as subsections labeled in the Table of Contents.

7. Communication – 2007 Budget

Mr. Meyers informed the Commission of the 2007 budget and indicated the major changes. Mr. Meyers noted that the major change is the training budget because this year, we have already gone over budget and it is only June. The Commission indicated that they agreed with the budget.

8. Public/Member Comment

Al Luurtsema informed the Committee that the side conversations needed to stop throughout the entire Commission.

Stan Moore informed the Commission of the roles and responsibilities as a Planning Commission and how to make ethical decisions as a Planning Commission.

Meeting adjourned at 9:30 p.m.

Submitted and Approved

Alan Martel, Secretary Date:
Antrim County Planning Commission

DRAFT

County of Antrim **PLANNING COMMISSION**

Jill Barnard
Joe Allen
Barbara Bradford

Al Luurtsema, Chairman
Tom Maleck, Vice-Chair
Alan Martel, Secretary
Terry Morris

Jim Gurr
Laura Stanek
Marshall Wright

Minutes

July 11, 2006
7:00 p.m.

Antrim County Building - Board of Commissioners Room

Members present: Barb Bradford, Tom Maleck, Jim Gurr, Al Luurtsema, Al Martel, Joe Allen, Jill Barnard, Marshall Wright and Laura Stanek
Members absent: Terry Morris
Advisory present: None
Staff and others: Peter Garwood, Joe Meyers and Suzanne Kelley

1. Meeting called to order at 7:00 p.m. by Al Luurtsema.

2. Public Comment

None.

3. Approval of Minutes

Motion by Marshall Wright, supported by Barb Bradford, to approve the minutes of June 6, 2006 with the recommended changes. Motion carried – unanimous.

4. Conflict of Interest Disclosure

None.

5. Master Plan Update

Suzanne Kelley, from Gosling Czubak, presented the Planning Commission with binders containing three chapters of the draft master plan (Demographics, Economic Development and Guiding Principles). Ms. Kelley noted that the binders can be added to and easily revised.

Tom Maleck noted that this is to be a living document and thus should be numbered for easy additions and subtractions. Ms. Kelley noted that she will revise the documents to show a different numbering system. Mr. Maleck further noted that we should reference websites to keep current information for the public.

The Commission had extensive discussion over the Guiding Principles. The Commission went over usage of words because the plan is only to be advisory and so we should not be mandating things.

6. Public/Member Comment

Al Martel gave an update on the Soil Erosion Sub-committee.

Jim Gurr informed the Commission of the Zoning Enabling Act training he attended.

Marshall Wright questioned if we were rushing the master plan.

Meeting adjourned at 10:10 p.m.

Submitted and Approved

Alan Martel, Secretary Date:
Antrim County Planning Commission

County of Antrim
PLANNING COMMISSION

Jill Barnard
Joe Allen
Barbara Bradford

Al Luurtsema, Chairman
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Minutes

**August 1, 2006
7:00 p.m.**

Antrim County Building - Board of Commissioners Room

Members present: Barb Bradford, Tom Maleck, Jim Gurr, Al Luurtsema, Al Martel, Joe Allen, Jill Barnard and Laura Stanek
Members absent: Terry Morris and Marshall Wright
Advisory present: None
Staff and others: Peter Garwood, Joe Meyers and Suzanne Kelley

1. Meeting called to order at 7:01 p.m. by Al Luurtsema.

2. Public Comment

None.

3. Approval of Minutes

Motion by Laura Stanek, supported by Joe Allen, to approve the minutes of July 11, 2006 with the recommended changes. Motion carried – unanimous.

4. Conflict of Interest Disclosure

Alan Martel spoke on the agenda item for Torch Lake Township and that he is a Township Trustee. After further discussion, it was noted that there was no conflict of interest because the County Planning Commission is only a recommending board.

5. Acme Township Master Plan Amendment

Discussion ensued over the Future Land Use Map and additional text.

Joe Meyers indicated that the Plan called for a minimum lot size of 10 acres in the rustic reserve section and a minimum lot size of 3-5 acres in the agriculture section, which is not standard.

Mr. Martel questioned the use of the resort and shoreline residential.

Jim Gurr questioned the Recreation and Conservation Area at Grand Traverse Bay and the over usage of the word unique.

The Planning Commission thanked Acme Township for having us review the amendment to the Master Plan. The Commission questioned the unique choice of the Rustic Reserve and Agriculture section but see no conflict with the Elk Rapids Township boarder.

6. Torch Lake Township Moratorium

Joe Meyers informed the Commission of the inconsistencies in the letter to the County and the public notice. The notice states that they are putting a moratorium in the commercial development to work on the master plan for land use and the resolution and the minutes indicate that the moratorium is for a master plan and a zoning ordinance. Mr. Meyers informed the Commission he had a conversation with

Mike Turkelson, the Township attorney. He indicated the Township's intention of the moratorium applies to the master plan and zoning ordinance.

Al Luurtsema inquired if this had anything to do with the "Waters Edge" proposal. Al Martel indicated that the Waters Edge proposal was submitted and taken off the table to re-work the proposal.

Tom Maleck indicated that he thought it was illegal to target one individual property with a moratorium.

Motion by Tom Maleck, supported by Joe Allen, to encourage Torch Lake Township to avoid initiating a moratorium which would appear to address a current, ongoing application on a particular project or property. Additionally, the Planning Commission recommends the Township review the wording in the public notice compared to the resolution for consistency. Motion carried by a role call vote Yes: Luurtsema, Maleck, Martel, Allen, Barnard, Bradford, Gurr, Stanek; No: None; Absent: Morris and Wright. Motion carried.

The Planning Commission is concerned that the moratorium is directed at stopping one particular project. If this is not the case then they have no problem with the moratorium.

7. Master Plan Update

Suzanne Kelley, from Gosling Czubak, presented the Planning Commission with additional maps and the Committee went over the guiding principles and the intro chapter after last months revisions. The Commission discussed grammatical changes and formatting changes.

The Committee reviewed Chapter 2, Land Use Changes; Chapter 5, Demographics; Chapter 6, Economic Development.

Barb Bradford questioned the usage of the work that the Planning Commission put into each individual section and if that was to be used. Ms. Kelley indicated that allot of information that was taken out of the section is in the implementation section.

8. Public/Member Comment

Al Martel gave an update on the Soil Erosion Sub-committee.

Meeting adjourned at 9:45 p.m.

Submitted and Approved

Alan Martel, Secretary Date:
Antrim County Planning Commission

County of Antrim
PLANNING COMMISSION

Jill Barnard
Joe Allen
Barbara Bradford

Al Luurtsema, Chairman
Tom Maleck, Vice-Chair
Alan Martel, Secretary
Terry Morris

Jim Gurr
Laura Stanek
Marshall Wright

Minutes

September 5, 2006
7:00 p.m.

Antrim County Building - Board of Commissioners Room

Members present: Barb Bradford, Tom Maleck, Jim Gurr, Al Luurtsema, Al Martel, Joe Allen, Jill Barnard and Terry Morris

Members absent: Laura Stanek

Advisory present: Pepper Bromelmeier and Stan Moore

Staff and others: Peter Garwood and Joe Meyers

1. Meeting called to order at 7:00 p.m. by Al Luurtsema.

2. Approval of Minutes

Motion by Barb Bradford, supported by Joe Allen, to approve the minutes of August 1, 2006.
Motion carried – unanimous.

3. Public Comment

The Chairman called for public comment on the Soil Erosion, Stormwater and Sedimentation Control Ordinance.

There were no public comments on the soil erosion ordinance.

Al Martel read a letter and an email to the Commission regarding the ordinance (attached).

The commission discussed the ordinance in regards to the letter and email with the assistance from Heidi and Pepper.

Tom Maleck noted that we should give the Commissioners options on the ordinance not just one option.

4. Conflict of Interest Disclosure

None.

5. Communications

None.

6. Public/Member Comment

Tom Maleck spoke on the master plan and whether or not it is a living document or updated every 5 years. Mr. Maleck noted that most transportation is managed by different entities and some are regulated

by ever changing laws.

Discussion ensued over the master plan.

Al Martel spoke on migrant workers in the county.

Stan Moore spoke on an Emerald Ash Borer meeting on being held on September 28, 2006 at 6:30-8:30 in Elk Rapids.

Jim Gurr liked the introduction that Suzanne did.

Terry Morris apologized for his absence at the last two meetings.

Meeting adjourned at 8:25 p.m.

Submitted and Approved

Alan Martel, Secretary Date:
Antrim County Planning Commission

County of Antrim
PLANNING COMMISSION

Jill Barnard
Joe Allen
Barbara Bradford

Al Luurtsema, Chairman
Tom Maleck, Vice-Chair
Alan Martel, Secretary
Terry Morris

Jim Gurr
Laura Stanek
Marshall Wright

Minutes

September 12, 2006
7:00 p.m.

Antrim County Building - Board of Commissioners Room

Members present: Al Luurtsema, Tom Maleck, Alan Martel, Jill Barnard, Barb Bradford, and Jim Gurr
Members absent: Joe Allen, Terry Morris, Laura Stanek, and Marshall Wright
Advisory present: None.
Staff and others: Peter Garwood, Joe Meyers, Suzanne Kelley, and Klaus Heinert

1. Meeting called to order at 7:05 p.m. by Al Luurtsema.

2. Approval of Minutes

Motion by Tom Maleck, supported by Jim Gurr, to approve the minutes of September 5, 2006 with changes. Motion carried – unanimous.

3. Public Comment

None.

4. Conflict of Interest Disclosure

None.

5. Master Plan

Tom spoke on making the master plan a living document or one that is looked at every five years.

The Commission discussed the set-up of the master plan.

Suzanne addressed the Commission on the Master Plan and handed out a progress report.

The Commission gave Suzanne their comments on the Land Use, Human Element and Agriculture sections.

The Commission discussed the generalized land use map.

6. Communications

None.

7. Public/Member Comment

Barb spoke regarding festivals on Torch Lake and public accesses.

Jim spoke on the master plan and thanked Suzanne for her hard work.

Al Martel spoke on Lawrence Technological University.

Klaus spoke on the work that needs to be done with the master plan.

Meeting adjourned at 9:40 p.m.

Submitted and Approved

Alan Martel, Secretary Date:
Antrim County Planning Commission

County of Antrim
PLANNING COMMISSION

Jill Barnard
Joe Allen
Barbara Bradford

Al Luurtsema, Chairman
Tom Maleck, Vice-Chair
Alan Martel, Secretary
Terry Morris

Jim Gurr
Laura Stanek
Marshall Wright

Minutes

October 3, 2006
7:00 p.m.

Antrim County Building - Board of Commissioners Room

Members present: Marshal Wright, Tom Maleck, Barb Bradford, Laura Stanek, Al Luurtsema, Jill Barnard, Jim Gurr, Alan Martel
Members absent: Joe Allen and Terry Morris
Advisory present: Stan Moore
Staff and others: Peter Garwood, Joe Meyers, Suzanne Kelley, and Ed Martel

1. Meeting called to order at 7:00 p.m. by Al Luurtsema.

2. Approval of Minutes

Motion by Barb Bradford, supported by Alan Martel, to approve the September 12, 2006 minutes as presented. Motion carried – unanimous.

3. Public Comment

Ed Martel spoke on the soil erosion ordinance and wetlands in regards to the master plan.

4. Conflict of Interest Disclosure

None.

5. Banks Township Zoning Amendments

Barb indicated that this was the first ordinance amendment that has been given to us addressing the new changes to the law and complemented them.

Marshall asked if we should send this amendment to the other Townships in the County.

Tom and Al indicated that they did not know how this changed from the original ordinance and they would like to see the strike through.

Motion by Tom Maleck, supported by Barb Bradford, to recommend Banks Township Board approve the amendments to the Zoning Ordinance as presented. Motion carried - unanimous.

The commission discussed the list that we sent out a few years ago informing the Townships of the information that we would like to have when reviewing plans and ordinances.

6. Master Plan

Barb spoke on the sign standardization at the county parks and natural area.

Tom spoke on the naming of the master plan vs. general plan.

Suzanne handed out a progress report on the master plan.

The commission went over the environmental section.

Al questioned the data on the lake levels in the chain of lakes.

The Commission asked Suzanne to re-draft the environmental sub-section for next meeting.

Suzanne handed out and went through on the implementation section bullet by bullet.

The Commission discussed the layout and content of the implementation section and decided to eliminate some sections.

The Commission decided to put implementation steps in the plan and at the end of the plan.

The Commission discussed the revised future land use map

Tom Maleck left at 9:13 p.m.

Motion by Jill Barnard, seconded by Alan Martel, to rename the master plan the general plan. Motion defeated. Yes: Jill, Jim, and Alan No: Al, Barb, Laura, and Marshall

7. Public/Member Comment

Jim Gurr indicated that he was upset that no comment was sent to Acme Township on their future land use plan.

Joe Meyers apologized for not sending the letter on time but indicated that a letter was sent out.

Ed Martel spoke on the health code and how counties could not have a health code.

Meeting adjourned at 9:30 p.m.

Submitted and Approved

Alan Martel, Secretary Date:
Antrim County Planning Commission

County of Antrim
PLANNING COMMISSION

Jill Barnard
Joe Allen
Barbara Bradford

Al Luurtsema, Chairman
Tom Maleck, Vice-Chair
Alan Martel, Secretary
Terry Morris

Jim Gurr
Laura Stanek
Marshall Wright

Minutes

November 7, 2006
7:00 p.m.

Antrim County Building - Board of Commissioners Room

Members present: Tom Maleck, Barb Bradford, Al Luurtsema, Jill Barnard, Jim Gurr, Alan Martel, Joe Allen, and Terry Morris
Members absent: Laura Stanek and Marshall Wright
Advisory present: None
Staff and others: Peter Garwood, Joe Meyers, Suzanne Kelley, and Klaus Heinert

1. Meeting called to order at 7:00 p.m. by Al Luurtsema.

2. Approval of Minutes

Motion by Jill Barnard, supported by Barb Bradford, to approve the October 3, 2006 minutes as amended. Motion carried – unanimous.

3. Public/Member Comment

Al Martel informed the Commission of the progress the Soil Erosion Sub-committee has made but indicated that there is still a lot of work that needs to be done.

Barb Bradford spoke on the environmental section of the master plan.

4. Conflict of Interest Disclosure

None.

6. Master Plan

The Commission indicated that the majority of the Planning Commission had not received the plan with enough time to review for content.

The Commission went over each section briefly with Suzanne Kelley and indicated what had been done.

The Commission went over the Natural Resources and Environmental section. The Commission discussed “night sky’s” and “underground power lines” as it pertains to the section.

The Commission discussed their appreciation for all the time and hard work that Suzanne had put in to the Master Plan.

Motion by Tom Maleck, supported by Barb Bradford to thank Suzanne Kelley for all of her hard work and dedication in working on the Antrim County Master Plan and to write her a letter of recommendation for future employment. Motion carried – unanimous.

7. Public Comment

None.

Meeting adjourned at 8:30 p.m.

Submitted and Approved

Alan Martel, Secretary Date:
Antrim County Planning Commission

County of Antrim
PLANNING COMMISSION

Jill Barnard
Joe Allen
Barbara Bradford

Al Luurtsema, Chairman
Tom Maleck, Vice-Chair
Alan Martel, Secretary
Terry Morris

Jim Gurr
Laura Stanek
Marshall Wright

Minutes

December 05, 2006
7:00 p.m.

Antrim County Building - Board of Commissioners Room

Members present: Barb Bradford, Jim Gurr, Alan Martel, and Joe Allen
Members absent: Tom Maleck, Laura Stanek, Al Luurtsema, Terry Morris, Jill Barnard and Marshall Wright
Advisory present: None
Staff and others: Joe Meyers and Tim Roache

1. Meeting called to order at 7: 15 p.m. by Alan Martel. Due to the lack of a quorum, no official action was taken.

2. Public Comment

The Committee spoke with Tim Roache about his feelings with the master plan as well as planning in general.

The Committee discussed the Torch Lake Township moratorium and their Land Use Plan.

Meeting adjourned at 7:42 p.m.

Submitted and Approved

Alan Martel, Secretary Date:
Antrim County Planning Commission