

# **DRAFT**

## County of Antrim **PLANNING COMMISSION**

Jill Barnard

**Al Luurtsema, Chairman**

James Schnackenberg

Mike Hayes

Jim Gurr, Vice-Chair

Karen Bargy

Barbara Bradford

Rick Teague, Secretary

Dave Howelman

### **Minutes**

**January 8, 2013**

**7:00 p.m.**

Board of Commissioners Room, 2<sup>nd</sup> Floor, Antrim County Building, Bellaire

Members Present: Jill Barnard, Jim Gurr, Jim Schnackenberg, Barb Bradford, Rick Teague, David Howelman, Mike Hayes, Karen Bargy, and Al Luurtsema

Members Absent: None

Advisory Present:

Staff and Others: Joe Meyers and Pete Garwood

#### **1. Meeting called to order at 7:00 p.m. by Pete Garwood.**

#### **2. Election of Officers**

Peter Garwood, County Administrator, chaired the meeting for the election of officers.

##### Nominations

Al Luurtsema was nominated for Chairman by Mike Hayes.

Rick Teague was nominated for Chairman by Jim Gurr.

**Motion by Jill Barnard, supported by Mike Hayes, to close nominations for Chairman.**

**Motion Carried – unanimous.**

The results of the vote for Chairman was as follows: Al Luurtsema 4, Rick Teague 3

Al Luurtsema declared Chairman.

Jim Gurr was nominated for Vice-Chairman by Jill Barnard.

**Motion by Jill Barnard, supported by Jim Schnackenberg, to close nominations for**

**Vice-Chairman and cast a unanimous ballot for Jim Gurr. Motion Carried – unanimous.**

Rick Teague was nominated for Secretary by Jill Barnard.

**Motion by Mike Hayes, supported by Jill Barnard, to close nominations for Secretary and cast a unanimous ballot for Rick Teague. Motion Carried – unanimous.**

**Motion by Barb Bradford, supported by Mike Hayes, to set the regular meetings for the first Tuesday of the month at 7:00 p.m. Motion Carried – unanimous.**

### **3. Minutes**

**Motion by Rick Teague, supported by Jill Barnard, to approve the minutes from the December 4, 2012 meeting as presented. Motion Carried – unanimous.**

### **4. Planners Moments**

The Planning Commission watched a Planners Moments on Defining Assets.

Discussion ensued over ways to work together throughout the region.

Al Luurtsema requested that we discuss a countywide meeting on our next agenda.

### **5. Wilson Township Master Plan**

Discussion ensued over the Wilson Township Master Plan. Joe Meyers informed the Commission that the goals in the Wilson Township Master Plan were similar to our goals. Jim Gurr indicated that he felt that three (3) acre minimum lots were a bit extreme.

Discussion ensued over the economy in the area.

### **5. Village of Central Lake Master Plan**

Discussion ensued over the Central Lake Township Master Plan.

Mr. Meyers indicated that on page 5-1, the Master Plan calls Waste Management the primary company that provides waste hauling. Mr. Meyers indicated that while that might have been true in 2004, it might not be true today and the village should just list the providers.

Mr. Meyers also spoke regarding page 5-2, and commented when addressing the colleges that Northwestern Michigan College (NMC) and North Central Michigan College (NCMC) should be in the same paragraph and NMC and NCMC's Partner universities should be updated to the 2013 partnerships.

Jill Barnard commented on the 6<sup>th</sup> paragraph on page 2-1 the first sentence should read "Racial make-up of the population" for the Village of Central Lake is remarkably homogeneous.

Rick Teague indicated that the Township Ambulance Authority offers advanced life support to the community and uses Allied Ambulance service to provide the ambulance services in Bellaire.

Jim Schnackenberg commented that the Plans' Goals were well stated but had no teeth.

Barb Bradford indicated that they did not mention wellhead protection in their goals.

The Commission wondered why there was no mention of Charlevoix-Emmet ISD.

**Motion by Jim Gurr, supported by Barb Bradford, that the Antrim County Planning Commission finds no incompatibilities with the Village of Central Lake Master Plan amendment and recommends approval to the Village Council, but to consider updating the following sections stated above in Chapter 5; Solid Waste, Schools, Ambulance; and add the missing word in page 2-1. Motion carried – unanimous.**

**6. Various Matters**

Discussion ensued over the budget and the purchase of plat books.

**Motion by Barb Bradford, supported by Jim Schnackenberg, to purchase plat books for the Planning Commission. Motion carried – unanimous.**

The Planning Commission requested copies of budgets and expenditures from January 1, 2011 to present for the next meeting.

Discussion ensued over letting the Administration and Planning Department inform the Planning Commission when county employees retire.

**6. Public/Member Comment**

None

**Meeting adjourned at 9:27 p.m.**

**Submitted and Approved**

Rick Teague, Secretary    Date:  
Antrim County Planning Commission

**DRAFT**

County of Antrim  
**PLANNING COMMISSION**

Jill Barnard	<b>Al Luurtsema, Chairman</b>	Laura Stanek
Mike Hayes	Jim Gurr, Vice-Chair	Karen Bargy
Barbara Bradford	Rick Teague, Secretary	Jim Schnackenberg

**February 5, 2013**

Board of Commissioners Room, 2<sup>nd</sup> Floor, Antrim County Building, Bellaire

Members Present: Al Luurtsema, Jim Gurr, Karen Bargy, Jim Schnackenberg, Mike Hayes, Jill Barnard, and Laura Stanek  
Members Absent: Rick Teague and Barb Bradford  
Advisory Present: Stan Moore  
Staff and Others: Joe Meyers and Pete Garwood

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

**2. Public Comment**

None

**3. Conflict of Interest Disclosure**

None.

**4. Minutes**

**Motion by Jim Schnackenberg, supported by Jim Gurr, to approve the Planning Commission minutes of January 8, 2013, as presented. Motion carried - unanimous.**

**5. Planners Moments**

The Committee watched a Planners Moments video on third places. Discussion ensued over what third places were in the County.

## **6. Wilson Township Master Plan**

Discussion ensued over the Wilson Township Master Plan.

Karen Bargy spoke on how the plan is not incompatible with our Master Plan, but indicated that it was not with the strong town's movement.

Stan Moore spoke on how they don't mention agriculture in their goals and their township is 12% agriculture. Mr. Moore also indicated that they did not put the findings of their community survey in the Master Plan, they just referenced it.

**Motion by Karen Bargy, supported by Jill Barnard, to recommend Wilson Township approve their Master Plan and we find no incompatibilities with the Antrim County Master Plan. Motion carried – unanimous.**

## **7. Various Matters**

### **Countywide meeting**

The Commission decided to postpone until next month.

### **Planning Commission Budget**

The Planning Commission went through the Planning Commission budget.

### **Various Matters**

Discussion ensued over a transportation meeting hosted by MDOT.

## **8. Public/Member Comment**

Jim Gurr spoke on the Elk Rapids Dam and lake levels.

Jim Schnackenberg spoke on creating a work plan from our Master Plan at our next meeting.

Al Luurtsema requested this be on the next agenda.

Ms. Bargy spoke on the Watershed event and how she thought it was to more of a lake association event. Discussion ensued over how the event could be made better.

**Meeting adjourned at 8:18 p.m.**

### **Submitted and Approved**

Rick Teague, Secretary    Date:  
Antrim County Planning Comm.

**DRAFT**

County of Antrim  
**PLANNING COMMISSION**

Jill Barnard	<b>Al Luurtsema, Chairman</b>	Laura Stanek
Mike Hayes	Jim Gurr, Vice-Chair	Karen Bargy
Barbara Bradford	Rick Teague, Secretary	Jim Schnackenberg

**March 5, 2013**

Board of Commissioners Room, 2<sup>nd</sup> Floor, Antrim County Building, Bellaire

Members Present: Al Luurtsema, Jim Gurr, Karen Bargy, Jim Schnackenberg, Mike Hayes, Jill Barnard, Laura Stanek, Rick Teague and Barb Bradford  
Members Absent: None  
Advisory Present: None  
Staff and Others: Joe Meyers and Pete Garwood

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

**2. Public Comment**

None.

**3. Conflict of Interest Disclosure**

None.

**4. Minutes**

**Motion by Laura Stanek, supported by Jill Barnard, to approve the Planning Commission minutes of February 5, 2013, as presented. Motion carried - unanimous.**

**5. Planners Moments**

The Commission watched a Planners Moments video on placemaking and entrepreneurs.

**6. Banks Township Zoning Ordinance Amendment**

Discussion ensued over the Banks Township Zoning Ordinance Amendment on Child and Adult Care. Mr. Meyers indicated that each township in the County address the issue differently.

Barb Bradford spoke on how most retirees would like to have a facility located next to a farm.

**Motion by Barb Bradford, supported by Jim Schnackenberg, to recommend Banks Township approve the proposed zoning ordinance amendment and we find no incompatibilities with the Antrim County Master Plan and commend them on their flexibility in this zoning amendment. Motion carried – unanimous.**

## **7. Countywide Meeting**

Discussion ensued over the potential for a County-wide meeting.

Karen Bargy indicated that it might be more effective to hold it at an event that is already happening like Michigan Townships Association Conference, which will be held at the Grand Traverse Resort in January of 2014.

Discussion ensued over setting up a subcommittee to coordinate the event.

The Chair appointed Karen Bargy, Jim Gurr, and Jim Schnackenberg to the sub-committee to work toward a County-wide meeting.

## **8. Work Plan**

Discussion ensued over working towards our implementation steps by crafting a work plan.

The Commission directed the Administration and Planning Department to compile a list of implementation steps.

## **9. Various Matters**

Laura Stanek indicated that there would be a public hearing on the Natural Rivers Zoning Rules and Procedures in Lansing.

## **10. Public/Member Comment**

Discussion ensued over the Planning and Zoning News.

Mike Hayes requested that a presentation on Community Gardens be made at our next meeting. Mr. Hayes will contact the Administration and Planning Office with the details

**Meeting adjourned at 8:25 p.m.**

**Submitted and Approved**

Rick Teague, Secretary    Date:  
Antrim County Planning Comm.

**DRAFT**

County of Antrim  
**PLANNING COMMISSION**

Jill Barnard	<b>Al Luurtsema, Chairman</b>	Laura Stanek
Mike Hayes	Jim Gurr, Vice-Chair	Karen Bargy
Barbara Bradford	Rick Teague, Secretary	Jim Schnackenberg

**April 2, 2013**

Board of Commissioners Room, 2<sup>nd</sup> Floor, Antrim County Building, Bellaire

Members Present: Al Luurtsema, Jim Gurr, Karen Bargy, Jim Schnackenberg, Mike Hayes, Jill Barnard, Laura Stanek, Rick Teague and Barb Bradford  
Members Absent: None  
Advisory Present: Stan Moore  
Staff and Others: Joe Meyers, Pete Garwood, Julie Moran, Brad Kik, and Katy Newman

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

**2. Pledge of Allegiance**

**3. Public Comment**

None.

**4. Conflict of Interest Disclosure**

None.

**5. Minutes**

**Motion by Barb Bradford, supported by Rick Teague, to approve the Planning Commission minutes of March 5, 2013, as amended. Motion carried - unanimous.**

**6. Community Gardens**

Mike Hayes informed the Commission that the Northwest Michigan Council of Governments created a document on community gardens. The Planning Commission requested the Administration and Planning Department produce copies of the document.

Mr. Hayes indicated that, he feels, the Master Plan does not address community gardens as much as it should.

Julie Moran introduced herself as representing the Mancelona Community Garden and Persons with Developmental Disabilities for Community Mental Health.

Ms. Moran spoke on the history of the Mancelona Community Garden project and how it has evolved over the years.

Katy Newman spoke on Providence Farm and the importance of community supported agriculture.

Brad Kik spoke on ISLAND's Role in the Community Gardens. Mr. Kik also spoke on the changing agriculture landscape in Antrim County.

Discussion ensued over community gardens.

## **7. Kearney Township Zoning Ordinance Amendments**

Discussion ensued over the Kearney Township Zoning Ordinance. The Commission inquired about the information missing to adequately review the ordinance.

Pete Garwood informed the Commission that in order to properly adopt a zoning ordinance amendment, you need to adopt it through an ordinance and the information that was provided to us does not allow us to see if it is an ordinance.

**Motion by Laura Stanek, supported by Barb Bradford, to recommend denial until they provide the Planning Commission until they get the Planning Commission the proper information to review the ordinance. Motion carried – unanimous.**

## **8. Elk Rapids Joint Master Plan**

Joe Meyers requested that the Commission discuss the Elk Rapids Joint Master Plan at their next meeting. The commission decided to review the Master Plan at their next meeting.

## **9. Work Plan**

The Commission went through the work plan that was put together by the Administration and Planning Department.

The Commission decided to look over the list, figure out their top five issues, and vote on those issues at the May meeting.

## **10. Various Matters**

Mr. Garwood informed the Commission that the State of Michigan would be paving a stretch of M-88 from Bellaire to Central Lake this year.

Ms. Bradford asked the Planning Commission if they would request that a Board of Commissioner representative attend the Building Michigan Communities Conference.

**Motion by Barb Bradford, to recommend the Board of Commissioner send a representative to the Building Michigan Communities Conference in Lansing.**

Motion died due to lack of support.

Karen Bargy requested more information on the Building Michigan Communities Conference.

**11. Public/Member Comment**

Jim Gurr thanked Mike Hayes for inviting the Community Gardens representatives to the meeting.

Stan Moore thanked Mr. Hayes for his help with the Mancelona Farm Market.

Ms. Bargy indicated that she would be exploring the Building Michigan Communities Conference.

Mr. Schnackenberg indicated that the County wide meeting subcommittee met and discussed the event.

**Meeting adjourned at 8:53 p.m.**

**Submitted and Approved**

Rick Teague, Secretary    Date:  
Antrim County Planning Comm.

**DRAFT**

County of Antrim  
**PLANNING COMMISSION**

Jill Barnard	<b>Al Luurtsema, Chairman</b>	Laura Stanek
Mike Hayes	Jim Gurr, Vice-Chair	Karen Bargy
Barbara Bradford	Rick Teague, Secretary	Jim Schnackenberg

**May 7, 2013**

Board of Commissioners Room, 2<sup>nd</sup> Floor, Antrim County Building, Bellaire

Members Present: Jim Gurr, Karen Bargy, Jim Schnackenberg, Mike Hayes, Jill Barnard, Laura Stanek, Rick Teague and Barb Bradford  
Members Absent: Al Luurtsema  
Advisory Present: Stan Moore  
Staff and Others: Joe Meyers and Pete Garwood

**1. Meeting called to order at 7:00 p.m. by Jim Gurr.**

**2. Pledge of Allegiance**

**3. Public Comment**

None.

**4. Conflict of Interest Disclosure**

None.

**5. Minutes**

**Motion by Laura Stanek, supported by Rick Teague, to approve the Planning Commission minutes of April 7, 2013, as amended. Motion carried - unanimous.**

The Planning Commission inquired about putting page numbers on the Board of Commissioner's minutes. Joe Meyers indicated that he would speak with the County Clerk about the issue.

**6. Elk Rapids Joint Master Plan**

Mr. Meyers informed the Commission that the Elk Rapids Village and Elk Rapids Township Joint Master Plan was the first in the County and they should be commended for their collaboration. Mr. Meyers indicated he saw some areas that could be tweaked and they are as follows:

Page 8: The Elk Rapids Day Park Walk of Art could be included under Community Facilities.

Map 2: The recycling site in Elk Rapids has moved next to the Township/Village hall and should be shown on the map.

Joint Future Land Use Map 5: The Elk Rapids Township Border with Milton has a slight incompatibility with residential and manufacturing being adjacent. The County Planning Commission has made Milton Township aware of the incompatibility and would like the Elk Rapids Township and Village aware of it as well.

**Motion by Laura Stanek, supported by Rick Teague, to recommend approval of the Elk Rapids Village and Elk Rapids Township Joint Master Plan with the recommendation that they might want to consider including the Elk Rapids Day Park Walk of Art under Community Facilities, indicating the current location of the recycling station, and informing them of an incompatibility with the Milton Township Future Land Use Plan. The Planning Commission would also like to congratulate the Village and Township on working together on the Joint Master Plan. Motion carried – unanimous.**

## **7. Banks Township Master Plan**

Mr. Meyers informed the Commission that the Banks Township Master Plan is an update of an amendment to their 1999 Master Plan, which was updated in 2005 and 2006. His comments were as follows:

Page 5-3: The Regional Ride is no longer in existence.

Future Land Use Map 7-5: The Southern Banks Township Border within Torch Lake Township has a slight incompatibility. Banks Township is planned for recreational and agricultural zones and Torch Lake Township, being a commercial and industrial zone. The County Planning Commission has made Torch Lake Township aware of the incompatibility and would like Banks Township aware of it as well.

Jill Barnard complemented the Township on the history section in the Master Plan.

Jim Gurr spoke on how the Master Plan does not mention advanced septic systems, as currently allowed by the health code when addressing septic limitations. Mr. Gurr also spoke on the purchase of development rights and view sheds and how they could be problematic.

Barb Bradford spoke on obtaining information about advanced septic systems to the Planning Commission.

**Motion by Jill Barnard, supported by Rick Teague, to recommend approval of the Banks Township Master Plan with the recommendation that they might want to delete mention of the Regional Ride, address advanced septic systems currently allowed in the health code, and inform them of the incompatibility with the border with Torch Lake Township. Motion carried – unanimous.**

**8. Antrim County Master Plan Work Plan**

The Commission discussed the Work Plan and went through the list of 87 questions (attached).

**9. Various Matters**

Jim Gurr spoke on the County-wide subcommittee meeting and how they are going to present at the Antrim County Chapter of the MTA (Michigan Township Association) on May 22, 2013.

Barb Bradford asked how the Master Plan relates to the County Board of Commissioners. Discussion ensued over the Master Plans' role in county government.

**10. Public/Member Comment**

Rick Teague spoke on the Leelanau County Board of Commissioner statements in the Record Eagle.

Jim Gurr spoke on Leelanau County and Agenda 21.

**Meeting adjourned at 9:15 p.m.**

**Submitted and Approved**

Rick Teague, Secretary    Date:  
Antrim County Planning Comm.

**DRAFT**

County of Antrim  
**PLANNING COMMISSION**

Jill Barnard	<b>Al Luurtsema, Chairman</b>	Laura Stanek
Mike Hayes	Jim Gurr, Vice-Chair	Karen Bargy
Barbara Bradford	Rick Teague, Secretary	Jim Schnackenberg

**June 4, 2013**

Board of Commissioners Room, 2<sup>nd</sup> Floor, Antrim County Building, Bellaire

Members Present: Jim Gurr, Karen Bargy, Jim Schnackenberg, Mike Hayes, Jill Barnard, Laura Stanek, Rick Teague and Barb Bradford

Members Absent: Al Luurtsema

Advisory Present:

Staff and Others: Joe Meyers and Pete Garwood

**1. Meeting called to order at 7:00 p.m. by Jim Gurr.**

**2. Pledge of Allegiance**

**3. Public Comment**

None.

**4. Conflict of Interest Disclosure**

None.

**5. Minutes**

**Motion by Mike Hayes, supported by Barb Bradford, to approve the Planning Commission minutes of May 7, 2013, as presented. Motion carried - unanimous.**

**6. Planners Moments**

The Planning Commission watched a Planners Moments DVD on regional placemaking. Discussion ensued over regional placemaking and how it impacts planning in Antrim County.

Karen Bargy spoke on the county-wide meeting at the MTA conference this winter. Ms. Bargy informed the Commission that she attended the Antrim County MTA Chapter meeting and they were receptive.

## **7. Elk Rapids Township Zoning Amendments**

Joe Meyers informed the Committee that there were no conflicts to the Antrim County Master Plan.

**Motion by Karen Bargy, supported by Jill Barnard, to recommend Elk Rapids Township approve the Zoning Ordinance Amendment 2013-01 as presented. Motion carried – unanimous.**

Discussion ensued over accessory structures.

**Motion by Karen Bargy, supported by Jill Barnard, to recommend Elk Rapids Township approve the Zoning Ordinance Amendment 2013-02 as presented. Motion carried – unanimous.**

Discussion ensued over the amendment and the Antrim County Soil Erosion Officer in the ordinance. The Commission discussed how section D-1 indicates that the Planning Commission shall not approve the site plan unless the Soil Erosion Control Officer recommends approval in writing and section D-4 indicates that the Planning Commission shall consider the recommendation of the Soil Erosion Control Officer. The Commission felt that these two sections were a bit contradictory.

**Motion by Rick Teague, supported by Mike Hayes, to recommend Elk Rapids Township approve the Zoning Ordinance amendment 2013-03 with the condition that section D-1 and D-4 are reconciled in regards to the Antrim County Soil Erosion Control Officer. Motion carried – unanimous.**

## **8. Antrim County Master Plan Work Plan**

Discussion ensued over the Planning Commission's Work Plan and their goals. The Commission came to a consensus that their goals are as follows:

1. Endeavor to establish a business friendly and entrepreneurial environment.
2. Promote utilization of technology to create greater access to new markets, training, education, and access to planning information.
3. Linking future wind and solar energy production with protection of the long term viability of agriculture land.
4. Work with farm groups and the Michigan State Extension and Northern Lakes Economic Alliance offices to promote growth/expansion of value added agricultural opportunities and use of local products.
5. To compete in a global economy, communities should include in their infrastructure development plans, wireless and broadband technology. Northern Lakes Economic Alliance (NLEA) has undertaken an initiative to bring wireless and broadband technology to this area. The County is encouraged to be active participants in this

process and to include their village and township counterparts as key stakeholders as well. A broad coalition of government, private sector, and providers of these services should be convened, updated, and included in the ongoing efforts of NLEA to bring these technological resources into the local communities countywide.

6. Preserving the scenic beauty of the region.
7. Support community wellhead protection plans. Incorporate wellhead delineation maps into County plans.

The Planning Commission indicated that they would like to discuss the Work Plan next month.

### **9. Various Matters**

Pete Garwood spoke on the trails meeting in Torch Lake Township. Discussion ensued over trails in the County.

### **10. Public/Member Comment**

Rick Teague spoke on maintaining public road accesses. Discussion ensued over how other townships are handling these issues.

**Meeting adjourned at 9:22 p.m.**

**Submitted and Approved**

Rick Teague, Secretary    Date:  
Antrim County Planning Comm.

**DRAFT**

County of Antrim

**PLANNING COMMISSION**

Jill Barnard

**Jim Gurr, Chairman**

Laura Stanek

Mike Hayes

Vacant, Vice-Chair

Karen Bargy

Barbara Bradford

Rick Teague, Secretary

Jim Schnackenberg

**July 2, 2013**

Board of Commissioners Room, 2<sup>nd</sup> Floor, Antrim County Building, Bellaire

Members Present: Jim Gurr, Karen Bargy, Mike Hayes, Jill Barnard, Rick Teague and Barb Bradford

Members Absent: Laura Stanek and Jim Schnackenberg

Advisory Present: Stan Moore

Staff and Others: Joe Meyers and Pete Garwood

**1. Meeting called to order at 7:00 p.m. by Jim Gurr.**

**2. Pledge of Allegiance**

**3. Public Comment**

None.

**4. Conflict of Interest Disclosure**

None.

**5. Minutes**

**Motion by Barb Bradford, supported by Mike Hayes, to approve the Planning Commission minutes of June 4, 2013, as presented. Motion carried - unanimous.**

Discussion ensued over the resignation of Al Luurtsema.

**Motion by Barb Bradford, supported by Rick Teague, to draft a letter thanking Al Luurtsema for his years of service on the Planning Commission.**

**Motion carried – unanimous.**

Discussion ensued over the procedure of replacing a member of the Planning Commission and the Chair. Joe Meyers informed the Commission that the Vice Chair would become the Chair until our next election.

## **6. Kearney Township Zoning Ordinance Amendment**

Mr. Meyers informed the Commission that Kearney Township is defining gazebos in their Zoning Ordinance but he cannot find the term gazebo used in their Ordinance. Discussion ensued over the aerators/bubblers section and how adopting ordinances on them is a goal in the County Parks and Recreation Plan. Discussion ensued over the Kearney Township Master Plan and Zoning Ordinance.

**Motion by Karen Bargy, supported by Rick Teague, to recommend approval of the Kearney Township Zoning Ordinance Amendment, thank them for fulfilling our requests, and question why they defined gazebos but did not mention it in the Zoning Ordinance. Motion carried – unanimous.**

## **7. Torch Lake Township Zoning Ordinance Amendments**

Mr. Meyers informed the Commission that they did not supply us with all of the required information. Discussion ensued over the changes to the previous ordinance and the Planning Commission realized that they deleted height requirements from the Ordinance yet mention height in other places in the Ordinance.

**Motion by Karen Bargy, supported by Jill Barnard, to recommend denial of the Torch Lake Township Zoning Ordinance Amendment until they resubmit the Ordinance following the checklist sent to the Township in April 2013. Motion carried – unanimous.**

The Commission wanted to inform Torch Lake Township that they mention height restrictions in the titles of 7.03, 8.03 and 9.03 with removing height restrictions.

## **8. Antrim County Master Plan Work Plan**

Discussion ensued over number 3 in the Work Plan.

Discussion ensued over linking solar and wind power with agriculture land and if we should include other lands. Further discussion ensued over renewable energy and if we should include another bullet in the Work Plan.

## **9. Various Matters**

Karen Bargy inquired if the Administration and Planning Department had checked with the Michigan Townships Association about pricing. Mr. Meyers indicated that he would have the numbers by the Board of Commissioner meeting this month.

**10. Public/Member Comment**

The Commission asked the Administration and Planning Department to remind the Planning Commission to move the July Planning Commission meeting to the second week of July next year.

Jill Barnard spoke on the Bellaire Rotary, Lions, and Mason's joint fundraiser for defibrillators.

**Meeting adjourned at 8:48 p.m.**

**Submitted and Approved**

Rick Teague, Secretary    Date:  
Antrim County Planning Comm.

**DRAFT**

County of Antrim  
**PLANNING COMMISSION**

Jill Barnard	<b>Jim Gurr, Chairman</b>	Laura Stanek
Mike Hayes	Vacant, Vice-Chair	Karen Bargy
Barbara Bradford	Rick Teague, Secretary	Jim Schnackenberg

**August 6, 2013**

Board of Commissioners Room, 2<sup>nd</sup> Floor, Antrim County Building, Bellaire

Members Present: Jim Gurr, Mike Hayes, Jill Barnard, Rick Teague, Laura Stanek, and Barb Bradford  
Members Absent: Karen Bargy and Jim Schnackenberg  
Advisory Present: None  
Staff and Others: Joe Meyers

**1. Meeting called to order at 7:03 p.m. by Jim Gurr.**

**2. Pledge of Allegiance**

**3. Public Comment**

Jim Gurr informed the Commission that the County Prosecutor, Charlie Koop, had passed away.

The Commission requested that the Administration and Planning Office draft a letter to the Koop family, thanking him for his years of service.

**4. Conflict of Interest Disclosure**

None.

**5. Minutes**

**Motion by Rick Teague, supported by Mike Hayes, to approve the Planning Commission minutes of July 2, 2013, as presented. Motion carried - unanimous.**

**6. Grand Traverse County Master Plan**

Joe Meyers informed the Commission that he felt that the Grand Traverse County Master Plan was consistent with the Antrim County Master Plan.

Barb Bradford indicated she found a lot of good information in the Master Plan, but thought that the font size could be larger and was hoping to see more maps and graphs.

Discussion ensued over Grand Traverse County Master Plan.

**Motion by Barb Bradford, supported by Rick Teague, to recommend Grand Traverse County approve the Grand Traverse County Master Plan but request that they consider using a larger font for the text in the document to make it easier to read.**

**Motion carried – unanimous.**

### **7. Rapid River Township Master Plan Amendment**

Discussion ensued over the Rapid River Township Master Plan.

Mr. Gurr indicated that Page 7-13 was duplicated in the Master Plan.

Mr. Meyers informed the Commission that he saw no incompatibilities with the Antrim County Master Plan, but thought the word “Towner” on page 4-2 was actually “Tower”.

Ms. Bradford spoke on the ”Transportation” section of the Master Plan.

Discussion ensued over demographics.

Mr. Gurr indicated that he would like to see Guiding Principle #8 closer to #1 in their priority ranking.

**Motion by Laura Stanek, supported by Rick Teague, to recommend Rapid River Township approve the Rapid River Master Plan but request they delete the duplicate page 7-13 and change the word “Towner” to “Tower” on page 4-2. Motion carried – unanimous.**

### **9. Various Matters**

Mr. Gurr indicated that he feels encouraging snowmobile trails should be included in the “Recreation” section of the Antrim County Master Plan.

### **10. Public/Member Comment**

Mike Hayes commented on the fact that railroads were mentioned in the Record Eagle newspaper and Antrim County was not mentioned. Mr. Hayes would like to see Antrim County promoted more.

**Meeting adjourned at 8:48 p.m.**

**Submitted and Approved**

Rick Teague, Secretary    Date:  
Antrim County Planning Comm.

**DRAFT**

County of Antrim

**PLANNING COMMISSION**

Jill Barnard	<b>Jim Gurr, Chairman</b>	Laura Stanek
Mike Hayes	Vacant, Vice-Chair	Karen Bargy
Barbara Bradford	Rick Teague, Secretary	Jim Schnackenberg

**September 10, 2013**

Board of Commissioners Room, 2<sup>nd</sup> Floor, Antrim County Building, Bellaire

Members Present: Jim Gurr, Mike Hayes, Jill Barnard, Rick Teague, Laura Stanek, and Barb Bradford, Jim Schnackenberg  
Members Absent: Karen Bargy  
Advisory Present: None  
Staff and Others: Peter Garwood

**1. Meeting called to order at 7:05 p.m. by Jim Gurr.**

**2. Pledge of Allegiance**

**3. Conflict of Interest Disclosure**

None.

**4. Public Comment**

None.

**5. Approval of Minutes**

**Motion by Barb Bradford, supported by Rick Teague, to approve the PC minutes of August 6, 2013. Motion carried – unanimous.**

**6. County-wide event with the Michigan Township Association**

Mr. Gurr inquired about the county-wide event that a sub-committee and Joe Meyers, Associate Planner, have been working on. Peter Garwood, County Administrator, indicated Mr. Meyers recently resigned. Prior to his departure he contacted the Michigan Township Association and found out that the room charge would be \$150.00. He also indicated all refreshments will need to be purchased from the Grand Traverse Resort. Mr. Garwood informed the Committee that with Mr. Meyers' departure, he has taken on additional duties and does not have the time to dedicate to this effort. Mr. Gurr indicated he can dedicate more time than he otherwise would have and called upon the membership to keep the ball rolling. The event (Michigan Township Association Annual Conference) is held in January.

## **7. Elmira Township Master Plan**

The Commission reviewed the Elmira Township Master Plan and the staff report prepared by Mr. Meyers prior to his departure.

**Motion by Barb Bradford, supported by Laura Stanek, since no incompatibility was found with the Antrim County Master Plan and surrounding townships, the recommendation to the Township is approval of the Elmira Township Master Plan. Motion carried – unanimous.**

The following are some observations and grammatical recommendations to the Township:

- The Commission found it confusing that some of the tables start with the most recent year in the first column and have the later years in the following columns (e.g. Table 2-2 has 2010 in the first column followed by 2000 in the second column), but other tables start with the later year (e.g. Table 2-10 starts with 2006 and goes through 2012). The Commission thought it might be easier to read if all tables were consistent.
- Page 2-2 the term under represented should be a single word (underrepresented) .
- 3-1 Precipitation is well distributed should be well-distributed
- 7-1 Regarding the community survey, it would be useful to know the size of the sample (the number of respondents).
- 8-1 Additionally due to the amount of state...., should be: Additionally, due to the amount of state...

## **8. Antrim County Master Work Plan**

The Work Plan was postponed until the next meeting. All members were reminded to bring their copies of the document to the next meeting.

The Commission requested that a letter of appreciation be sent to Joe Meyers. Jill Barnard volunteered to help with writing the letter.

**Meeting adjourned at 8:00 p.m.**

**Submitted and Approved**

Rick Teague, Secretary    Date:  
Antrim County Planning Comm.

**DRAFT**

County of Antrim  
**PLANNING COMMISSION**

Jill Barnard

**Jim Gurr, Chairman**

Laura Stanek

Mike Hayes

Vacant, Vice-Chair

Karen Bargy

Barbara Bradford

Rick Teague, Secretary

Jim Schnackenberg

**October 1, 2013**

Board of Commissioners Room, 2<sup>nd</sup> Floor, Antrim County Building, Bellaire

Members Present: Jim Gurr, Mike Hayes, Jill Barnard, Rick Teague, Laura Stanek, and Barb Bradford, Jim Schnackenberg

Members Absent: Karen Bargy

Advisory Present: None

Staff and Others: Peter Garwood

**1. Meeting called to order at 7:07 p.m. by Jim Gurr.**

**2. Pledge of Allegiance**

**3. Conflict of Interest Disclosure**

None.

**4. Public Comment**

None.

**5. Approval of Minutes**

**Motion by Laura Stanek, supported by Mike Hayes, to approve the Planning Commission minutes of September 10, 2013 as submitted. Motion carried – unanimous.**

**6. Antrim County Master Work Plan**

The Commission reviewed the Top Implementation Steps from the Master Plan as ranked by the Commission at a previous meeting synthesized. The Committee discussed the individual issues on the list.

- #5 - Discussion regarding the availability of broadband. Mr. Garwood gave an update regarding where we are regarding the promotion of broadband in Antrim County.
- #1 - Idea: Investigate the steps of the program that Joe Meyers is now involved in and inform the local communities (Ellsworth, Central Lake, Bellaire, Mancelona, Elk Rapids and Alden). Mr. Garwood volunteered to contact the program and or Mr. Meyers to get the information for our use.
- It was also suggested that for each of the 7 top issues members should be assigned to review the Master Plan to see how the plan addresses the issues, e.g. does the plan support the issue?

- It was suggested that the individual township ordinances should be reviewed possibly by the townships themselves to discover if their plans support or impede implementation of the issues.
- #3 - Discussion took place regarding the appropriateness of linking future wind and solar energy with long-term viability of agriculture land. The point was made that the location of wind generation on farm property can be a financial assistance to active farmers. The issue was identified as possibly controversial. The Commission agreed that in the event wind generation or solar energy facilities are proposed in Antrim County that the effects on the viability of a farm should be considered.
- #2 - Idea: Business and Industry forum. Contact the Intermediate School Districts (ISD) to find out if they offer or would consider offering such a forum. Jim Schnackenberg volunteered to check into this.
- Idea: To have a site on the Antrim County website where trainings, workshops and education opportunities for businesses, entrepreneurs and communities are listed or linked.
- Discussion took place regarding Karen Bargy's observation that the Health Department is sponsoring an Affordable Care Act (ACA) forum in Petoskey. Discussion took place regarding why the trainings and workshops seem to take place in Petoskey, Traverse City and Gaylord.
- Karen Bargy will be discussing the issue of getting an information forum on the ACA with a local superintendent of schools.
- #4 - Promotion of value added agricultural opportunities have been growing with the increase of farm markets. Idea: Ask the MSU Extension agent (Stan Moore) if there are other things that can be done to promote this issue. Suggestion was made to put this request in a written communication. Laurie Stanek will make the contact.
- #6 - Preserving the scenic beauty of the region.
- #7 - Support community well-head protection plans. Discussion took place regarding the understanding of the Commission members regarding whether this issue meant municipal wells or residential wells and abandoned wells. Committee members will review their copies of master plan to discover which of the two appears to be the issue.

## **7. Various Matters**

County-wide meeting at the Township Association Conference.

Mr. Gurr informed the Committee on his discussions with the Township Association personnel.

**Meeting adjourned at 9:24 p.m.**

**Submitted and Approved**

Rick Teague, Secretary    Date:  
Antrim County Planning Comm.

**DRAFT**

County of Antrim

**PLANNING COMMISSION**

Jill Barnard

**Jim Gurr, Chairman**

Laura Stanek

Mike Hayes

Vacant, Vice-Chair

Karen Bargy

Barbara Bradford

Rick Teague, Secretary

Jim Schnackenberg

**November 5, 2013**

Board of Commissioners Room, 2<sup>nd</sup> Floor, Antrim County Building, Bellaire

Members Present: Jim Gurr, Mike Hayes, Jill Barnard, Rick Teague, Laura Stanek, and Barb Bradford, Jim Schnackenberg

Members Absent: Karen Bargy

Advisory Present: Stan Moore

Staff and Others: Peter Garwood

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

**2. Pledge of Allegiance**

**3. Conflict of Interest Disclosure**

None.

**4. Public Comment**

None.

**5. Approval of Minutes**

**Motion by Laura Stanek, seconded by Jill Barnard, to approve the Planning Commission minutes of October 1, 2013. Motion carried – unanimous.**

Peter Garwood, County Administrator distributed information on Development Ready Communities Program (brochure attached). This is the program that Joe Meyers, former Associate Planner, is involved in with the Michigan Economic Development Corporation. The goal is to get the information to all of the villages in Antrim County.

Jim Schnackenberg informed the Commission about the Northern Michigan Mobile Digital Fabrication Lab that will be operated by the North Central Michigan College and is sponsored by numerous businesses and agencies in northern Michigan. The mobile lab or “Fab Lab” will be used to train local Northern Michigan residents and students in skills requested by local manufacturers (attachment).

**6. Michigan Township Association (MTA) Annual Conference & Expo**

Sharon Schultz, representative from Torch Lake Township and the Antrim County Chapter of the MTA, joined the meeting. Ms. Schultz informed the Committee the Antrim County Chapter of the MTA would like to partner with the Antrim County Planning Commission to promote Antrim County through a hospitality room at the Grand Traverse Resort during the MTA Annual Conference. Commission members indicated they would help with a booth as well as the hospitality room. Planning Commission members shared their contact information with Ms. Schultz

Ms. Schultz indicated a planning committee will be meeting at Torch Lake Township Hall on Thursday November 7<sup>th</sup> at 7:00 p.m. All Planning Commission members are invited to attend and get involved.

One idea for the gift basket is a Petoskey Stone Festival sweatshirt.

The hospitality room rents at \$176.00 per night plus the Convention and Visitor’s Bureau surcharge.

**Motion by Jim Schnackenberg, seconded by Barb Bradford, to underwrite the fee for one day of the hospitality room at a rate up to \$200.00 including the Convention and Visitor’s Bureau surcharge. Motion carried – unanimous.**

**7. Antrim County Master Plan Work Plan**

Stan Moore distributed a document entitled: Planning Commission Recommendations for Supporting Agriculture in the Master Plan. Mr. Moore requested feedback on the content of the document. The format will be changed in the future. This issue will be put on next month’s agenda.

Jim Schnackenberg informed the Commission of a new Antrim Chain of Lakes Association for the Upper Chain.

Barb Bradford posed the following question; does zoning promote or inhibit growth and development?

**Meeting adjourned at 9:05 p.m.**

**Submitted and Approved**

Rick Teague, Secretary    Date:  
Antrim County Planning Comm.

**DRAFT**

County of Antrim

**PLANNING COMMISSION**

Jill Barnard

**Jim Gurr, Chairman**

Laura Stanek

Mike Hayes

Vacant, Vice-Chair

Karen Bargy

Barbara Bradford

Rick Teague, Secretary

Jim Schnackenberg

**December 3, 2013**

Board of Commissioners Room, 2<sup>nd</sup> Floor, Antrim County Building, Bellaire

Members Present: Jim Gurr, Mike Hayes, Jill Barnard, Rick Teague, Laura Stanek, Jim Schnackenberg, Karen Bargy, and Barb Bradford arrived at 7:13 p.m.

Members Absent: None.

Advisory Present: Stan Moore

Staff and Others: Peter Garwood, Janet Koch

**1. Meeting called to order at 7:07 p.m. by Chairman Jim Gurr.**

**2. Pledge of Allegiance**

**3. Conflict of Interest Disclosure**

None.

**4. Public Comment**

None.

**5. Approval of Minutes**

**Motion by Jill Barnard, supported by Rick Teague, to approve the Planning Commission minutes of November 5, 2013. Motion carried – unanimous.**

**6. Antrim County Master Plan Work Plan / Recommendations for Supporting Agriculture**

Jim Gurr asked the Planning Commissioners to read over Stan Moore's recommendations for changes to the Antrim County Master Plan in Chapter 8: Agriculture.

The Commission discussed the legality of the strategy to "assess farm property at agricultural value, not at residential or potential development values." This strategy is listed under the objective to "minimize County and Township regulations that impact farm sustainability." Pete Garwood, County Administrator, suggested striking that strategy as it is covered in the last strategy of "Lobby State and Federal governments to eliminate trade practice and taxation practices that negatively affect local farmers." Jill Barnard suggested ending that strategy with "e.g., the assessment of farm property at agricultural value, not at residential or potential development values." The Commission had a short discussion regarding assessment of farmland.

Regarding the strategy to "Support local welfare support programs" under the "Grow local..." objective, Mr. Garwood said that "i.e. Project Fresh" should be changed to "e.g. Project Fresh." Ms. Barnard said to change "increases" to "increase" in the final objective's second strategy.

There was a discussion regarding the phrase “approve portions of Master Plans and township zoning ordinances.” Mr. Garwood recommended striking the word “portions” and changing it to “recommend approval.” After more discussion, Janet Koch, Associate Planner, suggested reinstating the word “portions” but instead of “approve,” use the word “commend.”

Jim Schnackenberg asked what departments are being referenced in the first strategy for the objective to “Establish and maintain a healthy ‘work with farmers’ attitude...” A discussion followed regarding the wording of that strategy. Stan Moore, Advisor, said he’d work on revising the wording of that strategy.

Regarding the objective to support the development of agriculture industries, Mr. Schnackenberg said he had a problem with the phrase “These industries should be given special consideration...” Hayes suggested a change to “These industries are essential for a vibrant community...”

There was a discussion regarding the first strategy for the objective to “Make infrastructure investments that benefit agriculture, agribusiness, and the business community as a whole.” It was decided that instead of the phrase “Approve infrastructure reviews where the Antrim County Road Commission invests in Class A roads for year round transport of goods,” that the wording for the first part of the sentence should be “Support Antrim County Road Commission investment in Class A roads for year round transport of goods.”

Mr. Schnackenberg asked if the Commission wants to minimize regulations. Karen Bargy said they’re trying to encourage agriculture to continue. Jim Gurr said specialty farming could be pursued in Antrim County similar to Leelanau and Grand Traverse Counties.

The Commission asked Mr. Moore to rework some of the language of the implementation steps for supporting agriculture. There was a short discussion regarding how the steps could be seamlessly inserted into the existing Master Plan.

## **7. Forest Home Township Master Plan**

Barb Bradford questioned why no one from Forest Home Township was at the meeting. She also said she appreciated the staff report regarding the Master Plan update. There was a short discussion of why the 2008 Commission review of the Township’s Master Plan recommended denial.

Ms. Bargy commented that Forest Home Township appears to be concerned with keeping the Township as it is. She noted that the Plan seems to limit options for growth and isn’t working to expand economic opportunities. There was concern that the Master Plan seems to be more encouraging of hobby farms than of larger farms that could provide a full income. Mr. Schnackenberg said he considered the policies in guiding principle #3 as pro-agriculture.

Chapter 6, Ms. Bradford said, did a good job of pointing out that the elderly population in the Township is growing and the younger people are leaving.

After much discussion, the Planning Commission made the following motion:

**Motion by Laura Stanek, seconded by Mike Hayes, that the Planning Commission has reviewed the Forest Home Master Plan update, found no incompatibilities, and recommends approval. Motion carried – unanimous.**

## **8. Various Matters**

Mr. Teague, Ms. Barnard, and Mr. Schnackenberg have been involved with the Michigan Township Association (MTA) conference coming in January at the Grand Traverse Resort. 1,500 attendees are anticipated to attend. There will be a booth and a hospitality suite representing Antrim County and volunteers will be needed to staff both. Mr. Gurr and Ms. Barnard said a letter has recently gone out to area businesses describing the event and the opportunity and asking for donations for raffle items. The response to date has been encouraging.

It was agreed that the next Planning Commission meeting will be on January 14, 2014 at 7:00 p.m. Mr. Schnackenberg said he'd be absent from the January, February and March Planning Commission meetings.

Ms. Barnard said that an Antrim-Kalkaska County landfill had been discussed at a recent Board of Commissioner's meeting and she asked where the landfill was located. She was told it's in Kalkaska County and was closed more than 20 years ago.

## **9. Public / Member Comment**

Ms. Bradford welcomed Janet Koch to the County.

Mr. Gurr wished everyone a Merry Christmas!

**Meeting adjourned at 9:13 p.m.**

**Submitted and Approved**

Rick Teague, Secretary    Date:  
Antrim County Planning Comm.