

County of Antrim - Planning Commission

Bill Bailey

Jim Gurr, Chairman

Dawn LaVanway

Bruce Priemer

Mike Hayes, Vice-Chair

Rick Teague

Christian Marcus

Barbara Bradford, Secretary

Ron Tschudy

Minutes – February 6, 2018
Board of Commissioners Room, 2nd Floor
Antrim County Building, Bellaire, Michigan

Members Present: Bill Bailey, Barbara Bradford, Dawn LaVanway, Jim Gurr, Bruce Priemer, Ron Tschudy, Rick Teague, Mike Hayes, Christian Marcus

Members Absent:

Staff and Others: Pete Garwood, Mathew Cooke, Stan Moore

1. Meeting called to order at 5:33 p.m. by Peter Garwood, County Administrator

2. Pledge of Allegiance

3. Conflict of Interest Disclosure

None.

4. Public Comment

None.

5. Organizational Meeting

Election of Officers

Mr. Garwood chaired the organizational portion of the meeting.

Nominations:

Jim Gurr was nominated for Chairman by Bill Bailey.

Motion by Rick Teague, seconded by Bill Bailey to close nominations for Chairman and cast a unanimous ballot for Jim Gurr.

Motion Carries- Unanimous

Rick Teague was nominated for Vice-Chairman by Barbara Bradford.

Motion by Jim Gurr, seconded by Bill Bailey, to close nominations for Vice-Chairman and cast a unanimous ballot for Rick Teague.

Motion Carries- Unanimous

Barbara Bradford was nominated for Secretary by Bill Bailey.

Motion by Rick Teague, seconded by Bill Bailey to close nominations for Secretary and cast a unanimous ballot for Barbara Bradford.

Motion Carries- Unanimous

Selection of Meeting Dates/Times

Mike Hayes entered the meeting at 5:43pm.

Motion by Rick Teague, seconded by Barbara Bradford, to set the regular meetings for the 1st Tuesday of the month at 5:30pm.

Motion carried – Unanimous

In the case of a holiday, the meeting will be the following Tuesday, per Planning Commission bylaws. The July meeting will take place July 10th and the November meeting will take place on November 13th.

The remainder of the meeting was chaired by Jim Gurr.

5. Approval of minutes

Christian Marcus entered the meeting at 5:46 pm.

Motion by Rick Teague, seconded by Bill Bailey, to approve the December 5, 2017 minutes as presented.

Motion Carries- Unanimous

6. Antrim County Master Plan 2017

Municipality Feedback

The Commission discussed the feedback received and the edits made to the Master Plan.

Motion by Rick Teague, Second by Bill Bailey, to strike the word “support” and add “encourage” for the 6th bullet point for 2. Protect the Water (pg. 61).

Yes-Bill Bailey, Ron Tschudy, Mike Hayes, Rick Teague

No-Barb Bradford, Dawn Lavanway, Jim Gurr, Bruce Priemer, Christian Marcus

Motion Fails

Motion Bruce Priemer, seconded by Christian Marcus, to use “Support education on Low Impact Design (LID) storm water techniques.” for the 6th bullet point for 2) Protect the Water (pg. 61).

Motion Carries- Unanimous

Motion by Rick Teague, second by Bill Bailey, to accept the edits to the Master Plan with the proposed changes.

Motion Carries- Unanimous

Public Hearing Date

Motion by Mike Hayes, second by Rick Teague to hold public hearing for the 2017 Antrim County Master Plan on March 6th at 5:30 p.m.

Motion Carries-Unanimous

7. Milton Township Proposed Amendments

Map Amendment Rezone

Mr. Teague said that he believed Milton Township missed rezoning the gravel pits originally. Mr. Gurr said the township has already approved the zoning amendment.

Motion by Christian Marcus, second by Rick Teague that the commission finds no inconsistency with the proposed zoning amendment with the Antrim County Master Plan and recommend Milton Township approve the change.

Motion Carries Unanimous

Waterfront Property and Dockage Regulations

Mr. Garwood said Shoreline Protection Strips are difficult to enforce.

Motion by Rick Teague, seconded by Mike Hayes that the Commission finds no inconsistency with the proposed Waterfront Property and Dockage Regulations with the Antrim County Master Plan and recommend Milton Township approve the change.

Motion Carries- Unanimous

Residential Waterfront Access Regulations

Mathew Cooke, Deputy County Administrator, read from the packet of information submitted by Chris Weinzapfel, Zoning Administrator for Milton Township, stated the Township Attorney requested this amendment to restrict funneling.

Motion by Rick Teague, seconded by Mike Hayes that the Commission finds no inconsistency with the proposed Residential Waterfront Access Regulations with the Antrim County Master Plan and recommend Milton Township approve the change.

Motion Carries- Unanimous

Outside Sales and Displays

Mr. Gurr noted that “Outside” has two “S’s”. Stan Moore pointed out they are no longer exempting periodic or seasonal sales because they are exempted in other parts of document.

Motion by Rick Teague, seconded by Mike Hayes that the Commission finds no inconsistency with the proposed Outside Sales and Displays with the Antrim County Master Plan and recommend Milton Township approve the change.

Motion Carries- Unanimous

8. American Waste Transfer Station

Mr. Garwood gave the Planning Commission background on the American Waste Transfer Station Siting Application and the reasoning for the Solid Waste Facility Siting Committee.

Motion by Rick Teague, seconded by Mike Hayes, to recommend the Board of Commissioners appoint Barb Bradford as the Planning Commission representative on the Solid Waste Facility Siting Committee.

Motion Carries- Unanimous

9. Various Matters

None.

10. Public/Member Comment

Bill Bailey asked about the proposed tipping fees by Governor Snyder. Mr. Garwood explained the proposed tipping fee for landfills would be used in a similar way as the past Clean Michigan Bond and would be divided between different efforts such as environmental cleanups, parks, solid waste planning, etc.

Barb Bradford thanked the staff for a good packet that was full of good information.

Ron Tschudy stated his solar array garnered him \$0.68 cents in the previous billing cycle and he wanted to thank the folks who serve on committees.

Rick Teague congratulated Mathew Cooke on doing fine minutes.

Christian Marcuse made the committee aware of House Bill 5097-5098 that was killed. These bills would have set a cap on what road commissions charge for utility companies to install new utilities.

Motion by Ron Tschudy, seconded by Mike Hayes, to adjourn the meeting at 8:04 p.m.

Motion Carries Unanimous

Meeting adjourned at 8:04 pm

Submitted and Approved

Barb Bradford, Secretary
Antrim County Planning Commission
Date:

County of Antrim - Planning Commission

Bill Bailey

Jim Gurr, Chairman

Dawn LaVanway

Bruce Priemer

Mike Hayes, Vice-Chair

Rick Teague

Christian Marcus

Barbara Bradford, Secretary

Ron Tschudy

Minutes – March 6, 2018
Board of Commissioners Room, 2nd Floor
Antrim County Building, Bellaire, Michigan

Members Present: Bill Bailey, Barbara Bradford, Dawn LaVanway, Jim Gurr, Bruce Priemer, Ron Tschudy, Rick Teague, Mike Hayes

Members Absent: Christian Marcus

Staff and Others: Pete Garwood, Mathew Cooke, Tom Clement, Donovan Stone

1. Meeting called to order at 5:38 p.m. by Jim Gurr, Chair

2. Pledge of Allegiance

3. Public Hearing was opened at 5:40 p.m.

Mr. Gurr gave the public a brief synopsis of what the Planning Commission had done to date in regards to the 2017 Master Plan. Tom Clement, Antrim Conservation District Manager, said he liked that public lands were mentioned in the Master Plan but indicated he would also like to see public lands indexed into the Parks and Recreation Plan which expires at the end of 2018. Ron Tschudy mentioned his concerns with climate change and asked about the future of trees in the area. Mr. Clement noted that the Master Plan does mention that the County Forester will work with tree planting.

The public hearing was closed at 6:10 p.m. by Jim Gurr

4. Conflict of Interest Disclosure

None.

5. Public Comment

None.

6. Approval of minutes

Christian Marcus's last name was misspelled on Page 4 in Public/Member Comment.

Motion by Rick Teague, seconded by Ron Tschudy, to approve the February 6th, 2018 minutes as presented.

Motion Carries- Unanimous

7. Antrim County Master Plan 2017 (see attached pg. 3)

Mr. Gurr read the proposed resolution to the Commission. The consensus of the Committee was to change the Master Plan date from 2017 to 2018

Motion by Rick Teague, seconded by Bill Bailey, to adopt the attached resolution.

Motion carries- Unanimous

8. Banks Township Ordinance Amendment

The Planning Commission reviewed the proposed ordinance amendment from Banks Township for Planned Unit Developments (PUD) and found no discrepancy with the 2018 Antrim County Master Plan Draft.

Motion by Rick Teague, second by Barb Bradford, that the Commission finds no inconsistency with the proposed ordinance amendment with the Antrim County Master Plan and recommend Banks Township approve the change.

Motion Carries Unanimous

9. Various Matters

Mathew Cooke said that as of March 6th, 2018 there were no Planning Commission items for the April 3rd, 2018 meeting. The Administration Office will monitor the next few weeks, and if nothing is received, the April meeting may be canceled due to lack of agenda items.

10. Public/Member Comment

Donavan Stone, an Eastport resident and TCAPS student, explained he was taking an advanced placement Government class and a requirement was to attend a public meeting. Due to coming from Traverse City, he was unable to make the beginning of the meeting. Planning Commission members helped Mr. Stone in finding a public meeting that would he could attend.

Motion by Ron Tschudy, seconded by Rick Teague, to adjourn the meeting at 6:54 p.m.

Motion Carries Unanimous

Meeting adjourned at 6:54 pm

Submitted and Approved

Barb Bradford, Secretary
Antrim County Planning Commission
Date:

County of Antrim - Planning Commission

Bill Bailey

Jim Gurr, Chairman

Dawn LaVanway

Bruce Priemer

Mike Hayes, Vice-Chair

Rick Teague

Christian Marcus

Barbara Bradford, Secretary

Ron Tschudy

Minutes – May 1, 2018

Board of Commissioners Room, 2nd Floor
Antrim County Building, Bellaire, Michigan

Members Present: Bill Bailey, Barbara Bradford, Dawn Lavanway, Jim Gurr, Ron Tschudy,
Rick Teague, Mike Hayes, Christian Marcus, Bruce Priemer

Members Absent:

Staff and Others: Pete Garwood, Mathew Cooke,

1. Meeting called to order at 5:37 p.m. by Jim Gurr, Chair

2. Pledge of Allegiance

3. Conflict of Interest Disclosure

None.

4. Public Comment

None.

5. Approval of Agenda

Mathew Cooke, Deputy Administrator, asked that the Milton Township Ordinance Amendments be added to the agenda.

Motion by Rick Teague, seconded by Mike Hayes to add Milton Township Ordinance Amendments to the Agenda and approve the Agenda.

5. Approval of Minutes

Bruce Priemer entered the meeting at 5:40 p.m.

The Planning Commission mentioned that Tom Clement and Donavan Stone were not listed under “Staff and others”

Motion by Rick Teague, seconded by Mike Hayes, to approve the March 6th, 2018 minutes as amended.

Motion Carries- Unanimous

6. Torch Lake Township Ordinance Amendment

The Planning Commission discussed the proposed amendments. Ron Tschudy said Section 2.27.1 General Requirements subsection “C” should read “...shall be screened...”

Motion by Mike Hayes, second by Bill Bailey, that the Antrim County Planning Commission finds no inconsistency with the proposed zoning ordinance amendment, Section 2.27: Fences, with the Antrim County Master Plan and recommend Torch Lake Township approve the change.

Motion Carries- Unanimous

Motion by Rick Teague, second by Barb Bradford, that the Antrim County Planning Commission finds no inconsistency with the proposed zoning ordinance amendments, Section 23: Definitions, Section 20.04: Jurisdiction and Section 21.01.4: Amendments, with the Antrim County Master Plan and recommend Torch Lake Township approve the change.

Motion Carries- Unanimous

7. Milton Township Ordinance Amendment

The Planning Commission discussed the proposed Milton Township Zoning Ordinance Amendment.

Motion by Mike Hayes, second by Bill Bailey, that the Antrim County Planning Commission finds no inconsistency with the proposed zoning ordinance amendment, “117.1701 General Rules and Regulations Regarding Signs subsection B”, with the Antrim County Master Plan and recommend Milton Township approve the change.

Motion Carries- Unanimous

Motion by Mike Hayes, second by Bill Bailey, that the Antrim County Planning Commission finds no inconsistency with the proposed zoning ordinance amendments, 117.205 “E” and 117.216 “P” with the Antrim County Master Plan and recommend Milton Township approve the change.

Motion Carries- Unanimous

8. Various Matters

Mr. Tschudy asked what the VIPER agreement was, Mr. Garwood explained it was for 911 and was a part of joining a collaborative group.

Mr. Tschudy asked about the Indigent Defense Resolution that the Board of Commissioners passed. Christian Marcus explained that the County opposed because it is an unfunded mandate that would raise the amount of money funded by Antrim County for indigent defense drastically.

Mr. Cooke informed the Commission that as of today, there are no matters for next month’s agenda. He will keep in touch with Mr. Gurr if the next meeting should be cancelled.

9. Public/Member Comment

None.

Meeting adjourned at 6:46 pm

Submitted and Approved

Barb Bradford, Secretary
Antrim County Planning Commission
Date:

County of Antrim - Planning Commission

Bill Bailey

Jim Gurr, Chairman

Dawn LaVanway

Bruce Priemer

Mike Hayes, Vice-Chair

Rick Teague

Christian Marcus

Barbara Bradford, Secretary

Ron Tschudy

Minutes – July 10, 2018
Board of Commissioners Room, 2nd Floor
Antrim County Building, Bellaire, Michigan

Members Present: Bill Bailey, Barbara Bradford, Jim Gurr, Ron Tschudy, Rick Teague, Mike Hayes, Christian Marcus, Bruce Priemer

Members Absent: Dawn Lavanway

Staff and Others: Pete Garwood, Mathew Cooke, Stan Moore

1. Meeting called to order at 5:36 p.m. by Jim Gurr, Chair

2. Pledge of Allegiance

3. Conflict of Interest Disclosure

Bruce Priemer entered the meeting at 5:37 p.m.

None.

4. Public Comment

None.

5. Approval of Agenda

The Commission observed the “call for order” and subsequent agenda items times were not correct. They should start at 5:30 p.m. rather than 6:00 p.m.

Motion by Mike Hayes, seconded by Rick Teague to approve the agenda, with the correct start times.

Motion Carries- Unanimous

5. Approval of Minutes

Motion by Rick Teague, seconded by Barb Bradford, to approve the May 1st, 2018 minutes as amended.

Motion Carries- Unanimous

6. Torch Lake Master Plan Review

Mathew Cooke, Deputy Administrator noted that there was nothing in the Torch Lake Master Plan that jumped out as inconsistent with the Antrim County Master Plan. He did not that the percentages in the demographics and family income tables were not correct.

The following were general observations made by the Commission:

- “Appendix B” did not have the Citizen Survey Results
- Review population figures, they are too high on page 28 when the subtotals are added up. It appears that the villages totals are also included in township totals which skews the totals

- The State populations differ on page 26 and 31
- Add definitions for terms and concepts such as “Complete Streets”
- Adding reference to available Intermediate School Districts to sections that mention schools
- The Land Use Map identifies an area for “Commercial/Industrial” which borders Banks Township who has identified the bordering area as “Recreation/Conservation” and “Forest/Agriculture”
- Recreation Goals subsection “d”, change “...encourage the increased use of the boat launch...” to “...encourage the efficient...”
- Transportation Goals subsection “i”, identifies the non-motorized trail from Acme to Charlevoix. The Commission noted that the goal appears to be geared at property owners “right of way”.

The following were grammatical and spelling observations made by the Commission:

- Page 8 – “...forest and farmland, small town charter...” should be “character”
- Page 22 – “...several hundred new homed...” should be “homes”
- Page 36 – “...Elk Rapids School District has consists...” remove “has”
- Page 41 – “...yet home prides are substantially...” should be “prices”
- Page 54 - “...keep up top date...” should be “to”
- Page 55 and 56 – “...farmland and opens space...” should be “open”
- Page 56 – “Encourage naïve tree reforestation...” should be “native”
- Page 63 – “Such a commercial centers will be...” should be “development”
- Page 64 – “...dwellings and of diverse price ranges...” remove “and”
- Page 77 – “...where King/Queen of Torch Lake...” should be “were”

Motion by Ron Tshcudy, second by Rick Teague, that the Antrim County Planning Commission finds no inconsistency with the proposed Torch Lake Township Master Plan with the Antrim County Master Plan and recommend Torch Lake Township approve the reviewed master plan. The Antrim County Planning Commission also commends Torch Lake Township for a through and detailed master plan.

Motion Carries Unanimous

8. Various Matters

Elk Rapids Township and the Village of Elk Rapids are beginning the review process of a Coordinated Master Plan.

Banks Township is also beginning the review process of their Master Plan.

9. Public/Member Comment

None.

Meeting adjourned at 7:00 pm

Submitted and Approved

Barb Bradford, Secretary
Antrim County Planning Commission
Date:

County of Antrim - Planning Commission

Bill Bailey

Jim Gurr, Chairman

Dawn LaVanway

Bruce Priemer

Mike Hayes, Vice-Chair

Rick Teague

Christian Marcus

Barbara Bradford, Secretary

Ron Tschudy

Minutes – August 7, 2018
Board of Commissioners Room, 2nd Floor
Antrim County Building, Bellaire, Michigan

Members Present: Bill Bailey, Jim Gurr, Ron Tschudy, Rick Teague, Mike Hayes, , Bruce Priemer, Christian Marcus, Dawn LaVanway, Barbara Bradford

Members Absent:

Staff and Others: Pete Garwood, Mathew Cooke

1. Meeting called to order at 5:37 p.m. by Jim Gurr, Chair

2. Pledge of Allegiance

3. Conflict of Interest Disclosure

None.

4. Public Comment

None.

5. Approval of Agenda

Motion by Rick Teague seconded by Mike Hayes, to approve the agenda as presented.

Motion Carries- Unanimous

6. Approval of Minutes

Motion by Mike Hayes, seconded by Barb Bradford, to approve the July 10, 2018 minutes as amended.

Motion Carries- Unanimous

7. Torch Lake Township- Zoning Ordinance Amendments

The proposed amendments name the Zoning Administrator as the official to administer and enforce the Township's zoning ordinance. They also allow for the Zoning Administrator to enforce municipal civil infraction citations per the violations in the zoning ordinance.

There was a grammatical error in Section 22.02 subsection C where it should say "any" instead of "andy".

Motion by Rick Teague, second by Mike Hayes, upon review of the proposed zoning ordinance amendment, Section 19.01: Administration Officials, the Antrim County Planning Commission finds no inconsistency with the Antrim County Master Plan and recommend Torch Lake Township approve the change.

Motion Carries- Unanimous

Motion by Rick Teague, second by Mike Hayes, upon review of the the proposed zoning ordinance amendments, Section 22.01: Enforcement and Section 22.02: Violations and Penalties, Antrim County Planning Commission finds no inconsistency with the Antrim County Master Plan and recommend Torch Lake Township approve the change.

Motion Carries- Unanimous

7. Various Matters

Mr. Gurr asked why some external organizations provide annual reports to the County Board of Commissioners. Pete Garwood, County Administrator, said that the County has a contract for services with some of the organizations and the annual report is a requirement of their contract. It helps to know how they benefit the County when they request money from the County.

Mathew Cooke, Deputy Administrator, told the Commission the Administration Office had received notice that the Village of Elk Rapids Planning Commission and Elk Rapids Township Planning Commission sent out their collaborative Master Plan. Because of the date the Administration Office received the draft plan, it could not be on this meeting's agenda, and there was not regularly scheduled Planning Commission meeting before the comment period ends. Mr. Cooke will speak with the Village and Township about submitting comments after the next Antrim County Planning Commission regular meeting on September 4, 2018. He will advise the Commission on how this will be handled via email. [The plan is available online](#) or a hard copy can be requested from the Village or Township.

8. Public/Member Comment

Christian Marcus noted communities along US-131 are holding a "Regional Downtown Summit," a meeting that looks at area redevelopment, on August 16, 2018 from 1:00 p.m. to 4:00 p.m. at the All Seasons Hotel and Resort in Kalkaska.

Meeting adjourned at 6:15 pm

Submitted and Approved

Barb Bradford, Secretary
Antrim County Planning Commission
Date:

County of Antrim - Planning Commission

Bill Bailey

Jim Gurr, Chairman

Dawn LaVanway

Bruce Priemer

Mike Hayes, Vice-Chair

Rick Teague

Christian Marcus

Barbara Bradford, Secretary

Ron Tschudy

Minutes – September 4, 2018
Board of Commissioners Room, 2nd Floor
Antrim County Building, Bellaire, Michigan

Members Present: Bill Bailey, Jim Gurr, Ron Tschudy, Rick Teague, Mike Hayes, , Bruce Priemer, Christian Marcus, Dawn LaVanway, Barbara Bradford

Members Absent:

Staff and Others: Pete Garwood, Mathew Cooke, Stan Moore

1. Meeting called to order at 5:37 p.m. by Jim Gurr, Chair

2. Pledge of Allegiance

3. Conflict of Interest Disclosure

None.

4. Public Comment

None.

5. Approval of Agenda

Motion by Rick Teague seconded by Mike Hayes, to approve the agenda as presented.

Motion Carries- Unanimous

6. Approval of Minutes

Motion by Mike Hayes, seconded by Rick Teague, to approve the August 7, 2018 minutes as amended.

Motion Carries- Unanimous

7. Capital Improvement Plan (CIP): Discussion

The Committee discussed the CIP process in regards to the Planning Commission. In the future, CIP members on the Planning Commission will have an agenda item to brief the rest of the Planning Commission members.

Ron Tschudy asked who was doing the Facilities Master Plan. Pete Garwood, County Administrator explained Byce and Associates were doing the plan, and were currently working on a couple of options for review that would possibly move County facilities out towards the Animal Control office.

Mr. Gurr read a letter from John Sych of Networks Northwest inviting him to participate in an intergovernmental coordination focus group discussion with the Bellaire Master Plan Committee on September 12, 2018 at 5:30 p.m. at the Bellaire Village Hall. Christian Marcus and Barb Bradford anticipate attending. Mr. Gurr will let Mr. Sych know.

8. Village of Elk Rapids- Elk Rapids Township Joint Master Plan

The Committee discussed the Elk Rapids Township-Village of Elk Rapids Joint Master Plan draft. The Committee offered the following comments in addition to Mathew Cooke's, Deputy Administrator, review:

- Page numbers for tables in the Table of Contents
- Street map to help with referencing where some areas are, such as commercial areas.
- Page 4: Water resources is hard to follow and should be rewritten to be more clear (it references one harbor but later two are referenced)
- Reference the Intermediate School District in the plan
- The goals for the township, village, and collaborative were done very well

Motion by Rick Teague, seconded by Mike Hayes, that the Antrim County Planning Commission finds no inconsistency with the proposed Joint Master Plan update with the Antrim County Master Plan, and recommend the Village of Elk Rapids and Elk Rapids Township approve the updated Joint Master Plan.

Motion Carries- Unanimous

9. Various Matters

Mr. Gurr read to the committee an article, *Short Term Rentals: Principle Residential Exception*, on page 3 of the August 2018 issue of Michigan Planning and Zoning News. The Committee discussed short term rental and principle residential exceptions.

Mr. Cooke noted the Village of Mancelona has sent their letter of intent to develop a master plan.

10. Public/Member Comment

Mr. Marcus asked about the relationship of International Construction Codes and Planning Commissions.

Meeting adjourned at 6:47 pm

Submitted and Approved

Barb Bradford, Secretary
Antrim County Planning Commission
Date:

County of Antrim - Planning Commission

Bill Bailey

Jim Gurr, Chairman

Dawn LaVanway

Bruce Priemer

Mike Hayes, Vice-Chair

Rick Teague

Christian Marcus

Barbara Bradford, Secretary

Ron Tschudy

Minutes – October 2, 2018
Board of Commissioners Room, 2nd Floor
Antrim County Building, Bellaire, Michigan

Members Present: Bill Bailey, Jim Gurr, Ron Tschudy, Rick Teague, Mike Hayes, , Bruce Priemer, Christian Marcus, Dawn LaVanway, Barbara Bradford

Members Absent:

Staff Present: Pete Garwood, Mathew Cooke,

1. Meeting called to order at 5:35 p.m. by Jim Gurr, Chair

2. Pledge of Allegiance

3. Conflict of Interest Disclosure

None.

4. Public Comment

None.

5. Approval of Agenda

Motion by Rick Teague seconded by Christian Marcus, to approve the agenda as presented.

Motion Carries- Unanimous

6. Approval of Minutes

Motion by Mike Hayes, seconded by Bruce Premier to approve the September 4, 2018 minutes.

Motion Carries- Unanimous

7. Milton Township Zoning Amendments

Milton Township sent in a zoning ordinance for review that would amend their Zoning Ordinance to remove restrictions on accessory buildings because their Zoning Ordinance already restricts accessory buildings to 40% of lot coverage. Milton Township also sent for review the rezoning of eight parcels on West Torch Lake Road. The Commission discussed the two items.

Motion by Bruce Premier, second by Bill Bailey, that the Antrim County Planning Commission finds no inconsistency with the proposed zoning ordinance amendment to 117.305 Accessory Buildings and Structures and Uses subsection 4, with the Antrim County Master Plan and recommend Milton Township approve the change.

Motion Carries- Unanimous

Motion by Mike Hayes, second by Ron Tschudy, that the Antrim County Planning Commission finds no inconsistency with the proposed zoning ordinance amendment to rezone eight parcels on West Torch Lake Road, with the Antrim County Master Plan and recommend Milton Township approve the change.

Motion Carries- Unanimous

8. Application for a Farmland Agreement

The Commission reviewed the Shooks Farm Application for a Farmland Agreement. Mike Hayes noted that question 12 and 19 were not completed. Mathew Cooke, Deputy Administrator, will inform Sheryl Guy, County Clerk of this.

Motion by Rick Teague, second by Barb Bradford, to recommend the Board of Commissioners approve the Application for a Farmland Agreement submitted by Shooks Farm, contingent upon the completion of the application.

Motion Carries- Unanimous

9. Various Matters

Mr. Hayes mentioned an article on blue communities from the Sunday, September 30, 2018 edition of the Record Eagle. He noted that there was a training opportunity for [Coastal Resiliency Workshop](#) by Networks Northwest on October 16, 2018 from 1:00 p.m. to 4:00 p.m. Any interested member should contact the Administration Office as soon as possible.

Christian Marcus mentioned the [Networks Northwest 2018 Housing Summit](#) on October 22, 2018 from 9:00 a.m. to 4:00 p.m. Any member interested should contact the Administration Office as soon as possible.

Barb Bradford asked about the discussions of broadband and the Commission discussed opportunities in the County. Pete Garwood, County Administrator, mentioned the Northern Lakes Economic Alliance broadband consortium agreement that is being considered at the Administration Committee meeting.

Ron Tschudy mentioned wanting to be informed of alternative energy learning opportunities.

Mr. Cooke informed the Commission that the Mancelona Joint Master Plan will be discussed at the November meeting.

10. Public/Member Comment

None.

Meeting adjourned at 6:45 p.m.

Submitted and Approved

Barb Bradford, Secretary
Antrim County Planning Commission
Date:

County of Antrim - Planning Commission

Bill Bailey

Jim Gurr, Chairman

Dawn LaVanway

Bruce Priemer

Mike Hayes, Vice-Chair

Rick Teague

Christian Marcus

Barbara Bradford, Secretary

Ron Tschudy

Minutes –November 6, 2018
Board of Commissioners Room, 2nd Floor
Antrim County Building, Bellaire, Michigan

Members Present: Bill Bailey, Jim Gurr, Ron Tschudy, Rick Teague, Mike Hayes, Bruce Priemer, Christian Marcus, Dawn LaVanway, Barbara Bradford

Members Absent:

Staff Present: Pete Garwood, Mathew Cooke, Stan Moore

1. Meeting called to order at 5:34 p.m. by Jim Gurr

2. Pledge of Allegiance

3. Conflict of Interest Disclosure

Mr. Gurr noted he was a member of the Helena Township Planning Commission. Rick Teague noted he was on the Helena Township Board. It was determined there was no conflict of interest.

4. Public Comment

None.

5. Approval of Agenda

Motion by Rick Teague, seconded by Bill Bailey, to approve the agenda as presented.

Motion Carries- Unanimous

6. Approval of Minutes

Motion by Bill Bailey, seconded by Rick Teague, to approve the October 2, 2018 minutes as presented.

Motion Carries- Unanimous

7. Elk Rapids Township Zoning Ordinance Amendments

Barb Bradford arrived at 5:40 p.m.

The proposed zoning ordinance would amend the restrictions to properties within a 25' easement on waters. The Commission discussed who should be responsible for the cost of replacement trees. Christian Marcus had concerns about charging for removal of trees and also having residents pay for replacement trees. It was suggested if a tree were removed due to damage by storms, disease, dead, or presented a safety hazard, there should be no requirement to replace a tree.

Motion by Mike Hayes, second by Rick Teague, that the Antrim County Planning Commission finds no inconsistency with the proposed zoning ordinance amendment to Section 2.11- Restrictions Applicable to Property Abutting Lakes, Rivers or Streams with the Antrim County Master Plan and recommend Elk Rapids Township accept the change.

Motion Carries- Unanimous

8. Helena Township Zoning Amendments

Mr. Gurr noted that the memo should have said Helena Township and not Milton Township. He added that the first proposed amendment addressed a section of Helena Townships Zoning Ordinance specifically addressing wind energy. The removal of the subsection would address a redundancy in the current ordinance. The Commission discussed wind and alternative energy in the County.

Motion by Barb Bradford, second by Dawn LaVanway, that the Antrim County Planning Commission finds no inconsistency with the proposed zoning ordinance amendment to Section 4.03.02: Agricultural District, specifically the removal of subsection J: Accessory wind energy systems and subsection K: on-site wind energy systems, with the Antrim County Master Plan and recommend Helena Township approve the change.

Motion Carries- Unanimous

The second proposed amendment would add language about special use permits pertaining to parks, playgrounds and golf courses, as well as publicly owned buildings.

Motion by Bill Bailey, second by Christian Marcus, that the Antrim County Planning Commission finds no inconsistency with the proposed zoning ordinance amendment to Section 4.03.03: Uses Permitted by Special Use Permit, with the Antrim County Master Plan and recommend Helena Township approve the change.

Motion Carries- Unanimous

The third proposed amendment would specify property owners with a permanent residence in the Township may use recreational vehicles or campers for camping purposes. Mr. Marcus, Bruce Premier, and Bill Bailey felt that stating a “permanent residence” was restrictive to existing property owners who may not have a building on their property. Commissioners felt that it should read motorhomes and not recreational vehicles, as that encompassed many vehicle types.

Motion by Barb Bradford, second by Bruce Premier, that the Antrim County Planning Commission finds no inconsistency with the proposed zoning ordinance amendment to Section 4.04.01: Uses Permitted by Right subsection I regarding recreational vehicles and trailers, with the Antrim County Master Plan and recommend Helena Township approve the change.

Motion Carries- Unanimous

9. Mancelona Area Master Plan Review

The Commissioners agreed that the plan was well written and saw no inconsistencies with the County Master Plan

Motion by Mike Hayes, second by Bill Bailey, that the Antrim County Planning Commission finds no inconsistency with the proposed Mancelona Area Master Plan amendment with the Antrim County Master Plan and recommend the Village of Mancelona and Mancelona Township approve the updated Joint Master Plan.

Motion Carries- Unanimous

10. Discussion: Antrim Conservation District Strategic Plan

Bill Bailey left the meeting at 6:30 p.m.

Mathew Cooke, Deputy County Administrator, explained that Mary Schoenherr, ACD Board Vice President, was working on a strategic plan for Antrim Conservation District. They were looking at ways they could incorporate County goals into their plan. Ms. Schoenherr said that with the millage that was approved, they were looking to develop goals ACD can achieve over the next 5 years. Mr. Gurr said that the language in the Master Plan has evolved over time. Mr. Teague added that the Master Plan is a visioning document. Ms. Schoenherr said that the ACD Board would sit down and look at the Master Plan

to develop goals for their strategic plan, and will bring them back to the appropriate venues (Planning Commission, Board of Commissioners, etc.).

The Commission discussed the questions from Ms. Schoenherr regarding the County Master Plan and some of the history behind the goals in that plan including: tree disease resulting in the goal of a Countywide tree planting plan; looking at a Countywide forest management plan; wetland education programming; Natural Resources and Environment goals being dealt with by other entities;

11. Various Matters

Rick Teague asked about the County Facilities Master Plan and the concern that a small subcommittee consisted of residents in one locale. Pete Garwood, County Administrator said that any committee formed would be advisory only and added that there were no decisions made. The Committee discussed the Facilities Master Plan project.

Mr. Gurr introduced a Helena Township citizen who was having an issue with a neighbors lighting infringing on her property. He asked if there were any building codes or such that addressed this. The Committee discussed different ways to address lighting, but determined that this was a township matter, as there are no codes that restrict lighting.

12. Public Comment

None.

Meeting was adjourned at 7:28 p.m.

Submitted and Approved

Barb Bradford, Secretary
Antrim County Planning Commission
Date:

County of Antrim - Planning Commission

Bill Bailey

Jim Gurr, Chairman

Dawn LaVanway

Bruce Priemer

Mike Hayes, Vice-Chair

Rick Teague

Christian Marcus

Barbara Bradford, Secretary

Ron Tschudy

Minutes – December 4, 2018
Board of Commissioners Room, 2nd Floor
Antrim County Building, Bellaire, Michigan

Members Present: Bill Bailey, Jim Gurr, Ron Tschudy, Rick Teague, Christian Marcus,
Barbara Bradford, Dawn LaVanway

Members Absent: Mike Hayes, Bruce Priemer, Stan Moore

Staff Present: Pete Garwood, Mathew Cooke

1. Meeting called to order at 5:33 p.m. by Jim Gurr, Chair

2. Pledge of Allegiance

3. Conflict of Interest Disclosure

None.

4. Public Comment

David Schulz, Village of Bellaire President, provided his thoughts on the facilities master plan. He said the Village of Bellaire is undergoing its own master plan review. Mr. Schulz indicated the Village of Bellaire expressed interest in involvement with the facilities master plan process approximately one year ago. He said he believes the potential movement of County facilities would allow for flexibility with the County in the future for expansion and allow for economic development within Bellaire and the County. He said he had concerns about the ability of the current infrastructure within the Village to support a new jail in the downtown area.

Gary Lockwood introduced himself to the Planning Commission. Mr. Lockwood explained he has submitted an Interest Notification for the expiring seats.

5. Approval of Agenda

Mathew Cooke, Deputy County Administrator, noted that there is not yet a Leelanau County General Amendment. Leelanau County sent a memorandum which made it appear there was the case, but it is not yet ready for review. Mr. Cooke said that this will be revisited when the amendment is released for Public Comment.

Mr. Cooke also mentioned the Buildings, Lands, and Infrastructure Committee delayed the drafted Parks and Recreation Plan for further review in 2019. He thought that there would be congruence between BLI and the Planning Commission to accomplish this review and enhance the current draft.

Motion by Rick Teague, seconded by Christian Marcus, to approve the agenda, with the removal of the Leelanau County General Amendment.

Motion Carries- Unanimous

6. Approval of Minutes

Ron Tschudy mentioned that the spelling of Bruce Priemer is not always correct.

Motion by Barb Bradford, seconded by Rick Teague, to approve the November 6, 2018 minutes as amended.

Motion Carries- Unanimous

7. 2019-2024 Parks & Recreation Plan

The Planning Commission provided some feedback and mentioned possible changes based on the current draft including:

- Including St. Clair Lake- Six Mile Lake Natural Area in regional recreational opportunities (pg. 25);
- Advertising County recreational opportunities with different groups, such as Paddle Antrim, Friends of Glacial Hills, local chambers of commerce;
- Holding further discussion on the inclusion or exclusion of the Traverse City to Charlevoix Trail (pg. 61);
- Adding percentages next to results in the survey results appendix;
- Including the encouragement of park development related to new housing developments such as Planned Unit Developments (PUDs).

8. Facilities Master Plan – Update, Discussion

Dawn LaVanway indicated the BLI Committee made a recommendation to utilize Networks Northwest as a facilitator for group discussions. Mr. Shulz said that he had the impression that some Commissioners wanted professional insight regarding the matter, and that Northern Lakes Economic Alliance (NLEA), the Michigan Economic Development Corporation (MEDC), and Networks Northwest provided these avenues and insights. He added the proposal submitted by the Village provided an option for economic development and increased taxable value. The Planning Commission discussed the potential growth of the Village of Bellaire in relation to the County facilities.

Brenda Fink, owner of Uniquely North in Downtown Bellaire, said the County should be working with stakeholders outside of the Board of Commissioners. The Commission discussed the role of the Planning Commission with the facilities master plan. Ms. LaVanway. Ms. LaVanway said using Networks Northwest to facilitate discussion would be important in reaching a solution. Christian Marcus said he disagrees with the notion that the Board of Commissioners does not want to work with others. He said that there is caution on the part of Board members to rush into any decisions, but there is a willingness to work with others.

Motion by Barb Bradford to recommend the Board of Commissioners determine if there is a role that the Planning Commission can serve regarding the facilities master plan.

Motion failed due to lack of support. No action was taken.

Rick Teague said the Planning Commission should not attempt to force the Board of Commissioners to involve the Planning Commission. He added that having Networks Northwest meet solely with the Planning Commission excluded others. Mr. Marcus said that if any ad-hoc committee or work group were formed, they wanted to have a specific group of people with specific skills that will enhance the process. He said they did not want to have an extremely large

group of people making a recommendation. Ms. LaVanway added that NWNW said they will involve all stakeholders in discussions, which would include planning commission.

9. Various Matters

Pete Garwood, County Administrator, said that the NLEA did not meet in November, thus there was no discussion of the Broadband Consortium agreement, which was to be discussed before it was presented to the Antrim County Board of Commissioners at the regular December meeting. He added he believes that the NLEA Executive Committee approved the Consortium, as Buck Love of NLEA has contacted Sheryl Guy, County Clerk, to be on the BOC Agenda regarding to the Broadband Consortium. Barb Bradford was displeased with how long the process has taken to get broadband to taxpayers.

Communication – Village of Elk Rapids

Mr. Cooke noted the Village of Elk Rapids and Elk Rapids Township approved their joint master plan.

Mr. Cooke said the Planning Commission will need to have a January meeting in 2019. This meeting will also serve as the organizational meeting. The meeting will be at 5:30 p.m. on Tuesday, January 8, 2019.

12. Public Comment

Dave Hill, co-owner of the Antrim Dells Golf Course, thanked the Commissioners for their work on the facilities master plan, and expressed the importance of the Planning Commissioners attending the next Board meeting. He said this is an issue for the whole county, and feels it is sometimes lost as a business owner issue.

Ms. Fink also thanked everyone for their work on the plan, saying she felt it was becoming more of an inclusive issue.

Ms. Bradford thanked the public members that attended for showing up and providing insight

Mr. Schulz mentioned the importance of communication and cited an instance of the Village and Meadowbrook not communicating on a water line that may have saved money.

Rick Teague wondered when appointments would be made. Mr. Garwood said that the Administration Committee will be making recommendations on Thursday, December 6 to the Board of Commissioners for appointment at the BOC meeting on Thursday, December 13.

Bill Bailey said that he had reapplied to be on the Planning Commission, and he enjoys working with everyone on it.

Mr. Gurr thanked everyone on the Planning Commission, and wished everyone a Merry Christmas and a happy new year.

Meeting was adjourned at 7:54 p.m.

Submitted and Approved

Barb Bradford, Secretary
Antrim County Planning Commission
Date: