

County of Antrim - Planning Commission

Bill Bailey

Jim Gurr, President

Barbara Bradford

Jason Helwig

Dawn LaVanway

Gary Lockwood

Bruce Priemer

Rick Teague

Ron Tschudy

Minutes – February 5, 2019
Board of Commissioners Room, 2nd Floor
Antrim County Building, Bellaire, Michigan

Members Present: Jim Gurr, Ron Tschudy, Bruce Priemer, Gary Lockwood, Jason Helwig,
Rick Teague, Bill Bailey, Dawn LaVanway

Members Absent: Barb Bradford

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.

Dawn LaVanway entered the meeting at 5:36 p.m.

Nominations:

Bill Bailey nominated Jim Gurr for Chairman.

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

Motion Carries- Unanimous

Bruce Priemer nominated Rick Teague for Vice-Chairman.

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

Motion Carries- Unanimous

Bill Bailey nominated Barb Bradford for Secretary.

Motion by Jim Gurr, seconded by Bruce Priemer, to close nominations for Secretary and cast a unanimous ballot for Barb Bradford.

Motion Carries- Unanimous

The remainder of the meeting was chaired by Jim Gurr.

The Planning Commission recognized Mike Hayes for his considerable contributions to Antrim County, through the many boards and commissions on which he served.

Selection of Meeting Dates/Times

Motion by Rick Teague, seconded by Bruce Priemer, 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.

5. Approval of Agenda

Motion by Rick Teague, seconded by Bruce Priemer, to approve the February 5, 2019 agenda as presented.
Motion carried – Unanimous

6. Approval of Minutes

Motion by Gary Lockwood, seconded by Rick Teague, to approve the December 4, 2018 minutes as presented.
Motion carried – Unanimous

7. 2019-2024 Parks and Recreation Plan

The Planning Commission reviewed the drafted chapter one and two of the Parks and Recreation Plan, and offered the following comments:

Chapter 1: Community Description

- Review “population contained in southern and eastern portion...”
- Change “...host of year round activities to including...” to “such as motorized trails, hiking, biking and skiing (to name a few!)”
- Remove “In areas where the income...”
- Review format and font for consistency throughout the two draft chapters
- Change “...down 4.5% in 2000.” to “...down 4.5% from 2000.”
- Adding a paragraph on the need for park and recreation facilities to help attract growth
- Clarify that the County owns Grass River Natural Area
- Remove, “...particularly in the warmer months.”
- Remove “Therefore, it is important to consider the seasonal population...”
- Review, “In addition to fishing, white tail deer hunting...”
- Change “...2,687 acres of land classifies...” to “classified”
- Stan Moore, MSU Extension, will help with adding a climate section about being a carbon net-neutral County and protecting our natural resources

Chapter 2: Administration Structure

- Electorate, Managed, Nor misspellings
- Use “It” instead of “They” when referring to the Board
- Change “...but it is encouraged...” to “...but are encouraged...”
- Remove “Possibilities include a countywide millage...” and after
- Add that the operating budget is subject to change on an annual basis

8. Various Matters

None.

9. Public/Member Comment

None.

Motion by Rick Teague, seconded by Bill Bailey, to adjourn the meeting at 7:05 p.m.

Motion carried – Unanimous

Meeting adjourned at 7:05 pm

Submitted and Approved

Barb Bradford, Secretary
Antrim County Planning Commission
Date:

County of Antrim - Planning Commission

Bill Bailey

Jim Gurr, President

Barbara Bradford

Jason Helwig

Dawn LaVanway

Gary Lockwood

Bruce Priemer

Rick Teague

Ron Tschudy

Minutes – April 2, 2019
Board of Commissioners Room, 2nd Floor
Antrim County Building, Bellaire, Michigan

Members Present: Jim Gurr, Ron Tschudy, Bruce Priemer, Gary Lockwood, Rick Teague,
Dawn LaVanway, Barb Bradford, Jason Helwig

Members Absent: Bill Bailey

Staff and Others: Pete Garwood

1. Meeting called to order at 5:34 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 Bruce Priemer, seconded by Barb Bradford, to approve the April 2, 2019 agenda as presented.

Motion Carries – Unanimous

6. Approval of Minutes

Discussion took place regarding the possibility of a Planning Commission member participating by telephone. Pete Garwood, County Administrator read a portion of the EDC by-laws that addressed the ability of their directors to participate by telephone.

Motion by Lockwood, second by _____ to put on the next agenda an item to amend the by-laws to allow PC members to participate by telephone.

Died for lack of a second.

Ron Tschudy informed the group that the reference to the Bower Preserve in the March 5, 2019 minutes should be changed to Bauer Preserve and as that entire parcel is commonly referred to as the Bauer Preserve. Mention of Pelacheck should be removed from the minutes.

Motion by Bruce Priemer, seconded by Rick Teague, to approve the March 5, 2019 minutes as amended.

Motion Carries – Unanimous

7. 2019-2024 Parks and Recreation Plan

The Planning Commission reviewed the draft of Chapter 6 and 7 of the Parks and Recreation Plan. The Commission offered the following comments on Chapter 6:

- ADA accessibility should be a goal.
- Questioned whether there should be a goal of hiring a parks director.

- Maybe add on-line scheduling for the campground as a goal.
- Collaborate with the townships a goal.
- Make the parks more senior friendly.
- Review the County-owned properties to determine if they are being used, and if not consider putting them on the market.

The Commission was okay with Chapter 7 as long as the reference to no parks near Alden is removed.

Motion by Bruce Priemer, seconded by Jason Helwig to put the Parks and Recreation Plan on hold until a new Deputy Administrator is on board. Motion Carries - Unanimous

8. Torch Lake Township Zoning Ordinance Amendments

The Commission reviewed the three proposed amendments and a proposal to add a definition.

Motion by Rick Teague, second by Gary Lockwood, that the Antrim County Planning Commission finds no inconsistency with the Antrim County Master Plan and the following proposed amendments to the Torch Lake Township Zoning Ordinance;

- Chapter VI – Agriculture Section 6.03 – adding “Private Events” to Special Uses
- Chapter X – “VB” - Village Business & “VR” – Village Residential Zones Section 10.03 Special Uses – adding “P. Outdoor Events”
- Chapter XXIII – Definitions – add “Outdoor Events”., with the Antrim County Master Plan
- CHAPTER XX - ZONING BOARD OF APPEALS

and the Planning Commission recommends the Torch Lake Township approves the change. Motion Carries - Unanimous

Motion Rick Teague, and seconded by Bruce Priemer to recommend the Township Board approve the proposed amendment to the Torch Lake Township Ordinance which would add a definition of an outdoor event. Motion Carries - Unanimous

8. Communications/Various Matters

None.

9. Public/Member Comment

Gary Lockwood indicated he is soaking in the way things are done by the Planning Commission.

Bruce Priemer indicated he is considering selling some of the maple syrup that he has made and sought guidance as to whether or not he needs any permits or permissions.

Every member would like a paper copy of the Master Plan.

Meeting adjourned at 7:08 p.m.

Submitted and Approved

Barb Bradford, Secretary
Antrim County Planning Commission
Date:

County of Antrim - Planning Commission

Bill Bailey

Jim Gurr, President

Barbara Bradford

Jason Helwig

Dawn LaVanway

Gary Lockwood

Bruce Priemer

Rick Teague

Ron Tschudy

Minutes – June 4, 2019
Board of Commissioners Room, 2nd Floor
Antrim County Building, Bellaire, Michigan

Members Present: Barbara Bradford, James Gurr, Ron Tschudy, Bruce Priemer, Stan Moore,
Jason Hewing , Rick Teague, Gary Lockwood, Bill Bailey, Dawn LaVanway

Members Absent: None

Staff and Others: Pete Garwood, Travis Youatt, Ed Boettcher

1. Meeting called to order at 5:31 p.m. by James Gurr

2. Pledge of Allegiance

3. Conflict of Interest Disclosure

None.

4. Public Comment

None.

5. Approval of Agenda

Motion by Rick Teague, seconded by Barbara Bradford, to approve the June 4, 2019 agenda as presented.

Motion Carries, Unanimous

6. Approval of Minutes

Gary Lockwood asked that the his wording in Public Comment be changed to “soaking in the information and how things are done by the planning commission.”

Motion by Gary Lockwood, seconded by Barbara Bradford, to approve the April 2, 2019 minutes as corrected.

Motion Carries unanimous vote.

7. Banks Township Zoning Amendment – Accessory Buildings

Ron Tschudy spoke on grammar/wording issue with Section 4.04, point 5. Take out “a contiguous parcel” and add “it is on a contiguous parcel on the same ownership.”

Pete Garwood, County Administrator, explained in detail the definition of Accessory Building.

Motion by Gary Lockwood, seconded by Bruce Priemer that the Antrim County Planning Commission finds no incompatibilities with the Antrim County Master Plan and recommends the Banks Township Board approve the proposed amendments to the Banks Township Ordinance, Articles III and IV pertaining to accessory buildings.

Motion Carries Unanimous

8. Banks Township Master Plan - Draft

The commission discussed the proposed Banks Township Master Plan. It was noted that the Banks Township bar graph seemed inconsistent to their demographics for high school students. The graphs were hard to understand.

Discussions took place with issues on surveys and the validity of them due to the low participant numbers as well as potential ways to increase public input.

Motion by Ron Tschudy, seconded by Rick Teague that the Antrim County Planning Commission finds no incompatibilities with the Banks Township Master Plan and recommends the Banks Township Board approve the proposed Banks Township Masterplan
Motion- Carries Unanimous.

9. Acme Township Master Plan - Draft

Ron Tschudy made a point that the Acme Township Master Plan had a small mathematical issue on page 14, under "income." The last sentence is not mathematically correct in that 2/3rds should be 3/2nds.

Motion by Gary Lockwood, seconded by Rick Teague that the Antrim County Planning Commission finds no incompatibilities with the Acme Township Master Plan and recommends the Acme Township Board approve the Acme Township Masterplan.
Motion- Carries Unanimous.

10. Various Matters

None.

11. Public/Member Comment

Ed Boettcher spoke on surveys and stated that it is just a way of gathering people's input. Mr. Boettcher said a survey should not be treated like election results or a poll, but rather just informative material.

Gary Lockwood noted the 23rd annual Rotary golf outing is July 18th.

Ron Teague mentioned that he went to a clean energy conference in Traverse City.

Bruce Priemer mentioned that he would like a paper copy of the packet.

Jason Helwig mentioned that Mancelona might have interest in a clean energy.

Dawn LaVanway mentioned that in Charlevoix County on six-mile Lake a new 108 acre nature preserve was founded and underway.

Pete Garwood mentioned scientific surveys are very expensive. Many municipalities cannot afford to conduct scientific surveys and they make do with what they can.

Planning Commissioners Barbara Bradford, Bill Bailey, Ron Tschudy, and Gary Lockwood would like to pick their packets up at the Administration Office.

Meeting adjourned at 7:17.

Submitted and Approved.

Barb Bradford, Secretary
Antrim County Planning Commission
Date:

County of Antrim - Planning Commission

Bill Bailey

Jim Gurr, President

Barbara Bradford

Jason Helwig

Dawn LaVanway

Gary Lockwood

Bruce Priemer

Rick Teague

Ron Tschudy

Minutes – August 6, 2019
Board of Commissioners Room, 2nd Floor
Antrim County Building, Bellaire, Michigan

Members Present: Bill Bailey, Dawn LaVanway, Barb Bradford, James Gurr, Ron Tschudy,
Bruce Priemer, Gary Lockwood, Jason Helwig, Rick Teague

Members Absent: None

Staff and Others: Travis Youatt, Peter Garwood

1. Meeting called to order at 5:33 p.m. by James Gurr

2. Pledge of Allegiance

3. Conflict of Interest Disclosure

None.

4. Public Comment

Barb Bradford noted the 2018 Antrim County Master Plan is substantially smaller than the 2012 plan and will be looking into the matter.

5. Approval of Agenda

Motion by Rick Teague, seconded by Bill Bailey, to approve the August 6, 2019 agenda as presented.

Motion carries - unanimous

6. Approval of Minutes

Motion by Rick Teague, seconded by Jason Helwig to approve the June 4, 2019 minutes as presented.

Motion carries - unanimous

7. Proposed Bellaire Master Plan

Travis Youatt, Deputy Administrator, told the members the Village of Bellaire voted to release the draft of their Master Plan for public review and comment. The public comment period ends on August 9, 2019. No public hearing has been set as of yet. Discussion ensued about the Village of Bellaire Master Plan. The Commission spoke on future growth and utilizing County property. Dawn LaVanway requested the issue be tabled. Pete Garwood, County Administrator, said tabling was not recommended because doing so would put the Commission past the final day of the public comment period.

Motion by Jason Helwig, seconded by Ron Tschudy that the Antrim County Planning Commission finds no incompatibilities between the Antrim County Master Plan and the proposed Village of Bellaire Master Plan and recommends the Village of Bellaire approve the proposed draft of the Village of Bellaire Master Plan.

Yes – Helwig, Tschudy, Bradford, Teague, Lockwood, Priemer, Bailey, Gurr

No - LaVanway

Motion Carries

8. Capital Improvement Plan: Discussion

The Commission spoke on the 2020 CIP Projects.

9. Banks Township – Zoning Ordinance Amendments

Commercial Marijuana Establishments

Motion by Barb Bradford, second by Rick Teague, that the Antrim County Planning Commission finds no inconsistency with the proposed zoning ordinance amendment, Section 4.28: Marihuana Establishment, with the Antrim County Master Plan and recommends Banks Township approve the change.

Motion Carries - unanimous

Agricultural District Regulations

Motion by Ron Tschudy, second by Barb Bradford, that the Antrim County Planning Commission finds no inconsistency with the proposed zoning ordinance amendment, Section 6.09: Schedule of Regulations, with the Antrim County Master Plan and recommends Banks Township approve the change.

Motion Carries

10. Helena Township – Proposed Zoning Ordinance Language Changes

Motion by Jason Helwig, second by Bruce Preimer, that the Antrim County Planning Commission finds no inconsistency with the proposed language changes to the Helena Township Zoning Ordinance amendment and the Antrim County Master Plan and recommends Helena Township approve the changes.

Motion Carries

11. Communications

Members interested in attending 2019 Housing Summit on October 18, 2019 were encouraged to contact the Administration Office to register.

12. Various Matters/Public Comment

Bill Bailey said a recent Supreme Court decision favors property owners when local zoning violates private properties rights.

Meeting Adjourned 7:06

Submitted and Approved

Barb Bradford, Secretary
Antrim County Planning Commission
Date:

County of Antrim - Planning Commission

Bill Bailey

Jim Gurr, President

Barbara Bradford

Jason Helwig

Dawn LaVanway

Gary Lockwood

Bruce Priemer

Rick Teague

Ron Tschudy

Minutes – August 6, 2019
Board of Commissioners Room, 2nd Floor
Antrim County Building, Bellaire, Michigan

Members Present: Bill Bailey, Dawn LaVanway, Barb Bradford, James Gurr, Ron Tschudy,
Bruce Priemer, Jason Helwig, Rick Teague

Members Absent: Stan Moore, Gary Lockwood

Staff and Others: Travis Youatt, Peter Garwood

1. Meeting called to order at 5:30 p.m. by James Gurr

2. Pledge of Allegiance

3. Conflict of Interest Disclosure

None.

4. Public Comment

Barb Bradford asked if the Master Plan referred to the Amish community in Antrim County.

5. Approval of Agenda

Dawn LaVanway requested the addition of the Antrim County Industrial Park to the agenda.

Motion by Bill Bailey seconded by Jason Helwig to approve the addition of the Antrim County Industrial Park to the agenda.

Motion carried.

Motion by Jason Helwig seconded by Bruce Priemer to approve the agenda.

Motion Carries.

6. Approval of Minutes

Ms. Bradford asked that the minutes reflect her “no” vote on Bellaire Master Plan. She also noted her name is misspelled.

Bill Bailey said a recent Supreme Court decision allows property owners to go to federal court on private property rights.

Motion by Rick Teague and seconded by Barb Bradford to approve the minutes as amended

Motion Carries

7. Parks & Recreation Plan: Chapters 4 and 5

Commission members discussed chapters 4 and 5 in the 2020-2025 Parks and Recreation Plan. They proposed the following changes:

- Many recreational opportunities are not noted. An Appendix or website link should maybe be added to include these opportunities
- Remove the year 2000 in 4.1
- “History of Parks” section should be added.
- Chapter 4 first paragraph: Add “Orv, snowmobiles and other recreational opportunities.”
- Page 5 second paragraph: replace constant with seasonal.
- Page 5 Paragraph 3: exclude first two sentences and change was to is and could to can.
- Paddle Antrim should be included in 4.5
- 4.2 change from water resources to natural resources.
- Page 16: Include pictures of the parks.
- Page 19 second paragraph: Confirm percentages used. May need to Remove “grants” and replace with “user fees.”

Motion by Jason Helwig, seconded Bruce Priemer to recommend the Board of Commissioners approved the release of the 2020-2025 draft of the Antrim County Parks and Recreation Plan for public review.

Motions Carries.

8. Industrial Park

The committee discussed the recent offer on the purchase of the Antrim County Industrial Park.

9. Communications

Members interested in attending 2019 Housing Summit on October 18, 2019 were encouraged to contact the Administration Office to register.

10. Various Matters/Public Comment

Ron Tschudy spoke on Bill Baileys Public comment at the previous meeting.

Ms. Bradford said she thought this meeting was very productive.

Bill Bailey, spoke on Russian history from a guest that stayed at his business.

Jim Gurr spoke on property rights.

Meeting Adjourned 8:10

County of Antrim - Planning Commission

Bill Bailey

Jim Gurr, President

Barbara Bradford

Jason Helwig

Dawn LaVanway

Gary Lockwood

Bruce Priemer

Rick Teague

Ron Tschudy

Minutes – November 5, 2019
Board of Commissioners Room, 2nd Floor
Antrim County Building, Bellaire, Michigan

Members Present: Bill Bailey, Jason Helwig, Jim Gurr, Barbara Bradford, Ron Tschudy, Gary Lockwood, Bruce Priemer, Dawn LaVanway, Rick Teague

Members Absent: None

Staff and Others: Travis Youatt, Pete Garwood, Ed Boettcher

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

2. Pledge of Allegiance

3. Conflict of Interest Disclosure

None.

4. Public Comment

None.

5. Approval of Agenda

**Motion by Bill Bailey, seconded by Jason Helwig to approve the agenda as presented.
Motion Carries**

6. Approval of Minutes

Minutes Changes

Barb Bradford asked that the minutes reflect that she asked if the Master Plan *should* refer to the Amish community.

Commission members noted the motion regarding the Parks & Recreation plan should have read: Motion by JH Seconded by BP motion to approve the 2020-2025 Parks and Recreation Plan draft for Planning Commission Review.

Motion by Dawn LaVanway, seconded by Barb Bradford to approve the minutes from August 3, 2019 as corrected.

Motion Carries

7. Discussion: Parks and Recreation Plan

Discussion occurred on the Parks and Recreation Plan.

Ms. Bradford said she would like to see public input to be up to date in the 2020-2025 Parks and Recreation Plan Draft. Travis Youatt, Deputy Administrator, noted that to do so would require a new survey and could push approval of the plan back by several months.

Dawn LaVanway stated she felt that the numbers did not reflect what “we” are doing. The survey does not correlate with what the people want.

Motion by Barb Bradford, seconded by Rick Teague to approve the 2020-2025 Parks and Recreation Plan draft and move forward to the Board of Commissioners.

Yes – Gurr, Priemer, Lockwood, Helwig, Bradford, Teague, Tschudy, Bailey

No – LaVanway

Motion Carries

Motion by Barb Bradford, seconded by Bruce Priemer that the Planning Commission finds no incompatibilities in the 2020-2025 Parks & Recreation Draft Plan with the Antrim County Master Plan.

Motion Carries.

The Planning commission noted that this is a working document. Mr. Gurr noted that going without an approved plan could prevent other entities within the County from receiving grant funding for recreation projects.

8. Various Matters/Public Comment

Gary Lockwood mentioned a correction on the Board of Commissioners meeting minutes.

Meeting Adjourned at 7:00

County of Antrim - Planning Commission

Bill Bailey

Jim Gurr, President

Barbara Bradford

Jason Helwig

Dawn LaVanway

Gary Lockwood

Bruce Priemer

Rick Teague

Ron Tschudy

Minutes – December 3, 2019
Board of Commissioners Room, 2nd Floor
Antrim County Building, Bellaire, Michigan

Members Present: Jim Gurr, Bill Bailey, Barb Bradford, Dawn LaVanway, Rick Teague, Jason Helwig, Gary Lockwood, Ron Tschudy, Bruce Priemer

Members Absent: None.

Staff and Others: Pete Garwood, Stan Moore, Margie Boyd

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

2. Pledge of Allegiance

3. Conflict of Interest Disclosure

None.

4. Public Comment

5. Approval of Agenda

**Motion by Gary Lockwood, seconded by Jason Helwig to approve the agenda as presented.
Motion Carries**

6. Approval of Minutes

Minute Changes

Motion by Rick Teague, seconded by Ron Tschudy to approve the minutes from November 5, 2019 as presented.

Motion Carries - unanimous

7. Elk Rapids Township Zoning Ordinance Amendments

Bruce Priemer entered the meeting at 6:01 p.m.

Amendment 2019-01 – Agricultural Uses: Farm/Farm Market Sales

Pete Garwood, County Administrator, noted prior to this proposed amendment, there had been no previous definition of farms and farm markets in the Elk Rapids Zoning Ordinance.

Jim Gurr noted the definition included in Part 1-b seemed redundant. Mr. Gurr stated he did not find the language to be incompatible with the County's Master Plan.

Amendment 2019-02 – Agricultural Uses: Solar Energy Farms

Mr. Priemer questioned the reason behind the height restriction of 16' for solar panels. Barb Bradford expressed concern the amendment made the ordinance too restrictive to those who wish

to build solar energy farms. Dawn LaVanway commended the township for a forward thinking amendment to the ordinance. Bill Bailey noted the verbiage submitted by Elk Rapids Township is not incompatible with the County's Master Plan.

Motion by Jason Helwig, second by Bill Bailey, that the Antrim County Planning Commission finds no inconsistency between the proposed language changes to the Elk Rapids Township Zoning Ordinance amendment and the Antrim County Master Plan and recommends Elk Rapids Township approve proposed Amendment 2019-01, Amendment 2019-02, Amendment 2019-03, and Amendment 2019-04.

Motion carries - unanimous

8. Various Matters/Public Comment

Mr. Bailey said he believes solar and wind energy usage is beginning to gain momentum.

Ms. Bradford asked whether the Planning Commissioners had received copies of the rules used to guide the way in which meetings are run.

Mr. Tschudy said the Secretary General of the United Nations indicated the US regulations on climate change are "utterly inadequate." He said he was glad to see townships moving forward with solar energy usage.

Mr. Garwood noted the Rules & Procedures used to guide the Planning Commission can be found on the County website.

Mr. Bailey said he believes zoning ordinance take away private property rights.

Meeting Adjourned at 7:00