

County of Antrim  
**Planning Commission**

Jill Barnard  
Mike Hayes  
Bill Bailey

**Jim Gurr, Chairman**  
Rick Teague, Vice-Chair  
Barbara Bradford, Secretary

Laura Stanek  
Karen Bargy  
Ron Tschudy

**Minutes**  
**January 6, 2015**  
**Board of Commissioners Room, 2nd Floor,**  
**Antrim County Building, Bellaire, Michigan**

Members Present: Jim Gurr, Bill Bailey, Jill Barnard, Barb Bradford, Mike Hayes and Rick Teague  
Members Absent: Karen Bargy, Laura Stanek and Ron Tschudy  
Staff and Others: Peter Garwood, Stan Moore and Janet Koch

**1. Meeting called to order at 7:00 p.m. by Peter Garwood, County Administrator**

**2. Pledge of Allegiance**

**3. Conflict of Interest Disclosure**

None.

**4. Public Comment**

None.

**5. Organizational Meeting**

Mr. Garwood chaired the organizational meeting.

Nominations:

Jim Gurr was nominated for Chairman by Bill Bailey.

**Motion by Jill Barnard, seconded by Barb Bradford, to close nominations for Chairman and cast a unanimous ballot for Jim Gurr. Motion carried – unanimous.**

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

**Motion by Jill Barnard, seconded by Bill Bailey, to close nominations for Vice-Chairman and cast a unanimous ballot for Rick Teague. Motion carried – unanimous.**

Barb Bradford was nominated for Secretary by Mike Hayes.

**Motion by Jill Barnard, seconded by Jim Gurr, to close nominations for Secretary and cast a unanimous ballot for Barb Bradford. Motion carried – unanimous.**

**Motion by Mike Hayes, seconded by Jill Barnard, to set the regular meetings for the first Tuesday of the month at 5:00 p.m.**

**Motion by Mike Hayes, seconded by Jill Barnard, to rescind the above motion.**

**Motion by Mike Hayes, seconded by Jill Barnard, to set the regular meetings for the first Tuesday of the month at 5:30 p.m. Motion carried – unanimous.**

The remainder of the meeting was chaired by Mr. Gurr.

**6. Approval of Minutes**

Three corrections were noted. Two were on the first page; Stan Moore should have been noted as absent and a line space was needed before “Staff and Others.” The third was a name change in the motion for agenda item 7 from “Bill Bradford” to “Barb Bradford.”

**Motion by Rick Teague, seconded by Bill Bailey, to approve the December 2, 2014 minutes as corrected. Motion carried – unanimous.**

**7. Milton Township Master Plan**

The Planning Commission discussed the proposed Master Plan. It was noted that while the draft zoning plan had an R-3 district in the map’s legend, there was no R-3 visible on the map. The Planning Commission also noted there was no R-2 zoning district.

**Motion by Barb Bradford, seconded by Rick Teague, that the proposed Milton Township Master Plan does not conflict with the Antrim County Master Plan, and to include the staff review with a letter to the Township. Motion carried – unanimous.**

**8. Various Matters – Public/Member Comment**

Ms. Bradford suggested that the Planning Commission ask Leslie Meyers, the Antrim County Emergency Services Director, if they could provide any assistance for the Natural Hazard Mitigation Plan. Mr. Garwood said the Plan was essentially complete.

The Planning Commission discussed if there should be an approved Planning Commission approach toward accomplishing some of the Master Plan’s implementation steps.

Janet Koch, Associate Planner, said there would be two master plans to review at the next meeting.

Mike Hayes described a public hearing in Mancelona Township regarding a township special assessment for the disposal of waste and the curbside/roadside collection of recyclables materials. The TCE plume was also discussed.

The meeting adjourned at 8:50 p.m.

**Submitted and Approved**

\_\_\_\_\_  
Barb Bradford, Secretary  
Antrim County Planning Comm.  
Date:

County of Antrim  
**Planning Commission**

Jill Barnard  
Mike Hayes  
Bill Bailey

**Jim Gurr, Chairman**  
Rick Teague, Vice-Chair  
Barbara Bradford, Secretary

Laura Stanek  
Chuck Johnson  
Ron Tschudy

**Minutes**  
**February 3, 2015**  
**Board of Commissioners Room, 2nd Floor,**  
**Antrim County Building, Bellaire, Michigan**

Members Present: Jim Gurr, Bill Bailey, Barb Bradford, Mike Hayes, Chuck Johnson, Laura Stanek, Rick Teague, Ron Tschudy  
Members Absent: Jill Barnard  
Staff and Others: Stan Moore, Pete Garwood, Janet Koch

**1. Meeting called to order at 5:30 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 Rick Teague, seconded by Barb Bradford to approve the January 6, 2015 minutes as corrected. Motion carried – unanimous.**

Stan Moore noted that the issued roster had an incorrect email address; the correct address is moorest@msu.edu.

Mr. Gurr welcomed Ron Tschudy and Chuck Johnson to the Planning Commission.

**6. Appointment recommendation to Capital Improvements Committee**

Pete Garwood, County Administrator, said the Committee had previously included two Planning Commission members, but with the resignation of Jim Schnackenberg from the Planning Commission, there was a vacancy. Mike Hayes is the current appointee. Mr. Garwood gave the Planning Commission an overview of the role of the Capital Improvements Committee.

Bill Bailey and Barb Bradford both volunteered for the appointment. It was noted that the Board of Commissioners had made the previous appointments to the Committee; the Planning Commission requested that the Board of Commissioners choose either Mr. Bailey or Ms. Bradford for the appointment.

**7. Marion Township Master Plan Review**

Barb Bradford said that on page E-3 a six county area was noted but that Charlevoix County was mentioned twice. In addition, Ms. Bradford pointed out that some of the maps and data are ten to forty years old. Mr. Garwood said the older demographic data is useful for comparison purposes. Mr. Tschudy noted that there was little consistency in future land use categories between the governmental units.

**Motion by Barb Bradford, seconded by Laura Stanek, to approve the Marion Township Master Plan with the above noted correction, and that there are no inconsistencies with Antrim County’s Master Plan. Motion carried – unanimous.**

**8. Norwood Township Master Plan Review**

Ms. Bradford said the Master Plan was well-written. She also noted that on page 34, in the last column, in the answer to the second question in the last column, the word “state” should be “stayed.” She was also concerned that the font size, especially in the summary section, was so small that it was difficult to read.

**Motion by Barb Bradford, seconded by Laurie Stanek, to approve the Norwood Township Master Plan with the above noted correction, and that there are no incompatibilities with the Antrim County Master Plan. Motion carried – unanimous.**

**9. Various Matters**

Planning Commission Meeting Time

Both Mr. Gurr and Ms. Stanek said the current 5:30 p.m. meeting time could be difficult for them. The Planning Commission chose not to change the 5:30 p.m. at this time.

Banks Township Re-Zoning

Mary Campbell had submitted the re-zoning considerations for six parcels in Banks Township.

**Motion by Laura Stanek, seconded by Rick Teague, that the Planning Commission found no incompatibilities between the re-zoning and the Antrim County Master Plan or any incompatibilities if the zoning remains the same. Motion carried – unanimous.**

Janet Koch, Associate Planner, told the Planning Commission that Kearney Township had submitted a notice of intent to update their master plan. She also said that in March the Planning Commission will review the Otsego County Master Plan.

She also told the Planning Commission she was working with Kurt Schindler toward holding a Citizen Planner course in Antrim County. She will provide details when they become available.

**10. Public/Member Comment**

Bill Bailey and Barb Bradford both spoke highly of the new Meadow Brook facility. Chuck Johnson said he was glad to see positive attitudes on the Planning Commission. He added that he was on the Mancelona-based Community Resource Development organization and that they are working toward growing business in the Mancelona area.

**Motion by Barb Bradford, support by Rick Teague, to adjourn the meeting.**

The meeting adjourned at 7:10 p.m.

**Submitted and Approved**

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Barb Bradford, Secretary  
Antrim County Planning Comm.  
Date:

County of Antrim  
**Planning Commission**

Jill Barnard

**Jim Gurr, Chairman**

Laura Stanek

Mike Hayes

Rick Teague, Vice-Chair

Chuck Johnson

Bill Bailey

Barbara Bradford, Secretary

Ron Tschudy

**Minutes**  
**April 7, 2015**

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

Members Present: Jim Gurr, Bill Bailey, Jill Barnard, Barb Bradford, Mike Hayes, Chuck Johnson, Laura Stanek, Rick Teague, Ron Tschudy

Members Absent: None

Staff and Others: Stan Moore, Pete Garwood, Janet Koch

**1. Meeting called to order at 5:30 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 Mike Hayes, seconded by Barb Bradford, to approve the minutes of the February 3, 2015 meeting as presented. Motion carried – unanimous.**

**6. Torch Lake Township Zoning Ordinance Amendments**

Wineries and Cideries

The Planning Commission discussed the Torch Lake Township zoning ordinance amendment regarding wineries, cideries, micro-breweries and micro-distilleries that had been sent to the County to review in April 2014. At the time, the Planning Commission had noted concerns about the amendment being restrictive to business and that wineries would not be permitted in either the Commercial or the Village Business zoning district. Their motion on May 6, 2014, in addition to citing concerns about internal conflicts with the proposed ordinance, also stated that the Planning Commission “also deems the proposed amendments to be in conflict with the Antrim County’s Master Plan statement to promote “growth/expansion of value added agricultural opportunities and use of local products.”

Regarding the 2015 proposed amendment, Stan Moore said it wasn’t clear when a special use permit was required. He cited sections 2.25C and 2.25F.

**Motion by Jill Barnard, seconded by Mike Hayes, that the Antrim County Planning Commission found no incompatibilities between the Antrim County Master Plan and the proposed Torch Lake Township zoning ordinance amendments of Chapter III E: Wineries and Cideries and additional definitions to Chapter XXIII: Definitions the master plan; the Planning Commissions recommend that Torch Lake Township approve the zoning amendments, but would like to see clarification of language regarding special use.**

**Motion carried – unanimous.**

The Planning Commission agreed that it was encouraging to see townships allowing these types of operations.

Definitions, Schedule of Regulations & Corner Lots

Jill Barnard noted on pg. 4, that “P.A. of 59 of 1978,” which was listed twice, should be “P.A. 59 of 1978.”

**Motion by Laura Stanek, seconded by Bill Bailey, that the Antrim County Planning Commission found no incompatibilities between the Antrim County Master Plan and the proposed zoning ordinance amendments regarding corner lots and recommended that Torch Lake Township approve the amendments. Motion carried – unanimous.**

**7. Various Matters**

Master Plan Review

Mr. Gurr noted that the Planning Commission needed to be thinking about reviewing the master plan. Barb Bradford suggested a review of the agricultural section.

Rick Teague asked Janet Koch, Associate Planner, to provide the Planning Commission with Mr. Moore’s suggested changes to the agricultural section of master plan from last year. The Planning Commission will review those at the next meeting.

Otsego County Master Plan

The Planning Commission discussed the March agenda item “Otsego County Master Plan Review.” The March meeting had been cancelled due to inclement weather. Ms. Koch said the review period was now over.

Mr. Gurr said that Otsego County had county-wide zoning. Mr. Garwood said if there is county-wide zoning, then townships automatically have zoning. A township, however, can have a township zoning ordinance which can differ from the county’s zoning.

Citizen Planner

Ms. Koch said three Planning Commission members had asked to be signed up for the Citizen Planner course. She encouraged others to sign up by calling the Administration Office.

**Motion by Barb Bradford, seconded by Rick Teague to adjourn the meeting.**

Meeting adjourned at 6:55 p.m.

**Submitted and Approved**

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Barb Bradford, Secretary  
Antrim County Planning Comm.  
Date:

County of Antrim  
**Planning Commission**

Jill Barnard  
Mike Hayes  
Bill Bailey

**Jim Gurr, Chairman**  
Rick Teague, Vice-Chair  
Barbara Bradford, Secretary

Laura Stanek  
Chuck Johnson  
Ron Tschudy

**Minutes**  
**May 5, 2015**

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

Members Present: Jim Gurr, Bill Bailey, Barb Bradford, Mike Hayes, Chuck Johnson, Rick Teague, Ron Tschudy  
Members Absent: Jill Barnard, Laura Stanek  
Staff and Others: Pete Garwood, Janet Koch

**1. Meeting called to order at 5:37 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 Barb Bradford, seconded by Rick Teague, to approve the minutes of the April 7, 2015 meeting as presented. Motion carried – unanimous.**

**6. Torch Lake Township Zoning Ordinance Amendments**

Barb Bradford noted that there were no limits on the length of storage time for beer or distilled products. The Planning Commission reviewed the zoning district map and the location of the Commercial and Village zoning districts.

**Motion by Barb Bradford, seconded by Mike Hayes, that the Planning Commission found no conflicts between the Antrim County Master Plan and the proposed zoning ordinance amendments regarding micro-breweries and micro-distilleries and recommended that Torch Lake Township approve the amendments. Motion carried – unanimous.**

**7. Master Plan Agricultural Section**

Ron Tschudy presented a replacement definition of sustainable agriculture for section 8.5 of Antrim County's Master Plan. Mr. Tschudy's version changed little of the definition itself, but was easier to read.

Mr. Hayes said he would like to include the humane treatment of animals in the agricultural section of the Master Plan. The Planning Commission agreed that it was a worthy goal, but that State of Michigan agencies regulate the treatment of animals.

The Planning Commission asked that Janet Koch, Associate Planner, contact Stan Moore, advisor to the Planning Commission and dairy educator for Michigan State University Extension, about language to include in the Master Plan regarding encouraging the humane treatment of livestock. They also requested that Mr. Tschudy's change regarding the sustainable agriculture definition be communicated to Mr. Moore for his comments. Mr. Teague asked Ms. Koch to include the two definitions of sustainable agriculture and any recommendations from Mr. Moore regarding language regarding the humane treatment of animals into a document for discussion at the next meeting.

Mr. Tschudy also suggested moving the farmland map closer to the beginning of the Agricultural Section in the Master Plan.

**8. Various Matters**

Mr. Hayes asked if issues of *Planning and Zoning News* could be sent to the Planning Commission members in a more timely manner if the contents were time sensitive.

**M.C. Planning & Design**

Ms. Koch told the Planning Commission that Mary Campbell, owner of M.C. Planning & Design, a planning firm in northern Michigan since 1999, will be retiring this year.

**9. Public/Member Comment**

None.

**Motion by Rick Teague, seconded by Barb Bradford, to adjourn the meeting.**

**Motion carried – unanimous.**

Meeting adjourned at 7:05 p.m.

**Submitted and Approved**

\_\_\_\_\_  
Barb Bradford, Secretary  
Antrim County Planning Comm.  
Date:

## County of Antrim - Planning Commission

Jill Barnard  
Mike Hayes  
Bill Bailey

Jim Gurr, Chairman  
Rick Teague, Vice-Chair  
Barbara Bradford, Secretary

Laura Stanek  
Chuck Johnson  
Ron Tschudy

### Minutes - June 2, 2015

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

Members Present: Jim Gurr, Bill Bailey, Jill Barnard, Barb Bradford, Mike Hayes, Chuck Johnson, Rick Teague, Ron Tschudy  
Members Absent: Laura Stanek  
Staff and Others: Pete Garwood, Stan Moore, Janet Koch

**1. Meeting called to order at 5:35 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 Mike Hayes, seconded by Rick Teague, to approve the minutes of the May 5, 2015 meeting as written. Motion carried – unanimous.**

**6. Kearney Township Master Plan Review**

The Planning Commission reviewed the proposed master plan. Questions were raised about whether or not an intent to plan had been submitted to the County. The Planning Commission was very concerned that the proposed master plan didn't reference the Michigan Planning Enabling Act, Act 33 of 2008 as amended.

The Planning Commission noted their concerns regarding a specific sentence in the Implementation Recommendations section; "It is recommended that the Township use the Special Use Permit process and site plan review as a technique to guide development." Best practices indicate that a master plan is the document that guides development; not a zoning ordinance. The Planning Commission suggested that Kearney Township remove that sentence and that they refer to page 2 of Whitewater Township's proposed master plan, titled "How will Whitewater Township use this plan?" The proposed master plan is available online at [www.whitewatertownship.org](http://www.whitewatertownship.org).

There were also some minor corrections. On page one, "be bases" – should probably be "be based," and "It was habit t" – should probably be "It was habit to." In addition, on page 6, Section - E. Community Facilities refers to Meadow View as an assisted living facility; it is not assisted living.

**Motion by Rick Teague, seconded by Mike Hayes, that there were no inconsistencies between the proposed Kearney Township Master plan and Antrim County Master Plan.  
Motion carried – unanimous.**

**7. Whitewater Township Master Plan Review**

The Planning Commission reviewed the proposed master plan. Chart 2 on page 8 was discussed; Ron Tschudy questioned whether or not the hatchings were labeled with the correct years. It was also suggested that the use of NWMCOG or Networks Northwest be consistent. It was noted that on page 17, one of the two major watersheds was denoted as the "Boardman Watershed," a name that didn't strike many member of the Planning Commission as being accurate. The numerous historical photos were appreciated.

**Motion by Barb Bradford, seconded by Jill Barnard, that there were no inconsistencies between the proposed Whitewater Township Master plan and the Antrim County Master Plan.  
Motion carried – unanimous.**

**8. Master Plan Agricultural Section**

Regarding the desire to include language in the master plan regarding the humane treatment of livestock, Stan Moore said that General Accepted Agricultural Management Practices (GAAMPs) has a section regarding the care of farm animals. Mr. Moore read the pertinent sections. It was suggested that a revision of the Antrim County master plan contain a reference to the GAAMPs. Mr. Moore suggested citing the GAAMPs and list the titles; there are eight different GAAMPs.

The Planning Commission discussed additional ways of incorporating the care of farm animals into the agricultural section of the master plan. Mr. Gurr suggested adding Michigan Department of Agriculture & Rural Development (MDARD) to the implementation step of working with farm groups, Michigan State Extension and Northern Lakes Economic Alliance.

**Sustainable Agriculture Definition**

In referring to the two definitions provided in the agenda packet, Mr. Moore said Definition A had been developed by the National Association of County Agricultural Agents. He indicated that numbering the items, as in Definition B, gave an appearance of prioritization.

Mr. Garwood suggested using bullet points instead of numbers and pulling out “maintaining economic viability of farm operations” into a bullet point.

**9. Various Matters**

Mr. Garwood said the June meeting of the Economic Development Corporation will include a strategic planning session.

The Planning Commission discussed which section of the master plan should next be discussed. Barb Bradford suggested looking at Chapter 7 – Human Element.

**10. Public/Member Comment**

Bill Bailey said he’d heard that Tip of the Mitt Watershed Council had received a large grant for the testing of inland waters in Antrim County.

Mr. Gurr said there will be speakers regarding Agenda 21 on Sunday, August 2 in Traverse City at Great Wolf Lodge, from 1:00 to 5:00 p.m. There will be an admission charge.

**Motion by Rick Teague, seconded by Barb Bradford, to adjourn the meeting.  
Motion carried – unanimous.**

Meeting adjourned at 7:22 p.m.

**Submitted and Approved**

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Barb Bradford, Secretary  
Antrim County Planning Comm.  
Date:

## County of Antrim - Planning Commission

Jill Barnard  
Mike Hayes  
Bill Bailey

Jim Gurr, Chairman  
Rick Teague, Vice-Chair  
Barbara Bradford, Secretary

Laura Stanek  
Chuck Johnson  
Ron Tschudy

### Minutes - July 7, 2015

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

Members Present: Jim Gurr, Bill Bailey, Jill Barnard, Barb Bradford, Mike Hayes, Chuck Johnson, Laura Stanek, Rick Teague, Ron Tschudy  
Members Absent: None  
Staff and Others: Stan Moore, Janet Koch

#### **1. Meeting called to order at 5:30 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 Mike Hayes, seconded by Barb Bradford, to approve the minutes of the June 2, 2015 meeting as written. Motion carried – unanimous.**

#### **6. Boyne Valley Township Master Plan Review**

The Planning Commission reviewed the proposed Boyne Valley Township Master Plan submitted by M.C. Planning & Design.

Ron Tschudy commented that the community survey on page 6-1 states that 53% of the respondents own property associated with Boyne Mountain. The Planning Commission agreed that it was always necessary to keep the demographics of respondents in mind when evaluating the results of a survey. Stan Moore said it's possible to weight data to correct for problems in data sampling results.

Bill Bailey commented about the drop in the State Equalized Values of properties in the township.

The Planning Commission applauded the proposed master plan's readability and clarity.

**Motion by Jill Barnard, seconded by Barb Bradford, that the Planning Commission found no inconsistencies between the proposed Boyne Valley Township Master plan and the Antrim County Master Plan. Motion carried – unanimous.**

#### **7. Milton Township Zoning Amendment**

It was noted that the date at the beginning of the May 12 Planning Commission minutes had the incorrect year.

#### **Amendment 2015-01**

The Planning Commission discussed why an appeal to the Zoning Board of Appeals would result in an amendment to a zoning ordinance. It was agreed that if a local Planning Commission felt a particular issue would occur more than once as an appeal, that it could easily make sense to amend the zoning ordinance.

**Motion by Laura Stanek, seconded by Barb Bradford, that the Planning Commission found no conflicts between the Antrim County Master Plan and the proposed zoning ordinance amendment 2015-01 and recommended that Milton Township approve the amendment.**  
**Motion carried – unanimous.**

Amendments 2015-02 through 2015-05

The Planning Commission discussed the reasons why a portion of an “Environmental” zoning district would be rezoned as Residential-1. Ms. Bradford noted the page 2 portion of the minutes from Milton Township’s May 12 Planning Commission meeting that addressed the issue. Mr. Gurr said it appeared that the Environmental zoning was a burden on the property owners.

**Motion by Laura Stanek, seconded by Bill Bailey, that the Planning Commission found no conflicts between the Antrim County Master Plan and the proposed zoning ordinance amendments 2015-02, -03, -04, and -05 and recommended that Milton Township approve the amendments.**  
**Motion carried – unanimous.**

8. Various Matters

Janet Koch, Associate Planner, was directed to put “Master Plan: Chapter 7 – Human Element” on the agenda for the August meeting.

Ms. Koch said a proposed Forest Home Township zoning ordinance had been delivered to the Administration Office on the afternoon of July 2. Due to the holiday and the date of the ordinance’s arrival, review of the zoning ordinance had not been added to the agenda for the July 7 meeting. Ms. Koch said, however, that there was only a 30 day review period for a zoning ordinance; the length of the review period is statutory. The next regular Planning Commission meeting was scheduled for August 4.

**Motion by Jill Barnard, seconded by Barb Bradford, to hold a Special Planning Commission meeting on Tuesday, July 28, at 7 p.m. Motion carried – unanimous.**

**9. Public/Member Comment**

Ms. Bradford said she appreciated the opportunity the County had provided for her to attend the Citizen Planner course. Ron Tschudy and Mike Hayes agreed.

Referring to the Board of Commissioner minutes of June 11, Mike Hayes said he agreed there was a need for hearing assistance at public meetings. Mr. Hayes also mentioned the deconstruction of a section of the Grass River Natural Area boardwalk and said the Capital Improvement Plan was trying to address the boardwalk repair issue.

**Motion by Jill Barnard, seconded by Rick Teague, to adjourn the meeting.**  
**Motion carried – unanimous.**

Meeting adjourned at 7:00 p.m.

**Submitted and Approved**

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Barb Bradford, Secretary  
Antrim County Planning Commission  
Date:

## County of Antrim - Planning Commission

Jill Barnard	<b>Jim Gurr, Chairman</b>	Laura Stanek
Mike Hayes	Rick Teague, Vice-Chair	Chuck Johnson
Bill Bailey	Barbara Bradford, Secretary	Ron Tschudy

### Minutes - July 28, 2015

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

Members Present: Jim Gurr, Bill Bailey, Jill Barnard, Barb Bradford, Mike Hayes, Chuck Johnson, Ron Tschudy

Members Absent: Laura Stanek, Rick Teague

Staff and Others: Pete Garwood, Janet Koch, Steve Barnard

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

#### **2. Pledge of Allegiance**

#### **3. Conflict of Interest Disclosure**

Jill Barnard stated that she lived in Forest Home Township; it was determined that this was not a conflict of interest.

#### **4. Public Comment**

Steve Barnard, Zoning Administrator of Forest Home Township, introduced himself to the Planning Commission.

#### **5. Approval of Minutes**

**Motion by Barb Bradford, seconded by Mike Hayes, to approve the minutes of the July 7, 2015 meeting as written. Motion carried – unanimous.**

#### **6. Forest Home Township Zoning Ordinance Review**

The Planning Commission reviewed the draft of the Forest Home Township Zoning Ordinance as submitted by Williams & Works of Grand Rapids. Janet Koch, Associate Planner, had submitted a staff review of the ordinance with the agenda packet.

Mr. Hayes said the zoning districts differ from the assessment classifications. Pete Garwood, County Administrator, said the purposes of the two were very different. It was noted that the Manufacturing District had been eliminated. Ms. Koch brought the charts on pages 5-7 and 5-8 to the attention of the Planning Commission; these charts detailed many of the uses allowed in the zoning ordinance.

The Planning Commission found it unusual that there was no manufacturing district. Ron Tschudy noted the last sentence of Section 1100 - Intent, which stated that “any commercial development in Forest Home will be small-scale and limited in nature and intensity.”

Ms. Bradford said she found the document difficult to read, but she commended the Township on the creation of a document that met the wishes of the residents. Mr. Gurr said he wished there had been a statement regarding private property. Bill Bailey agreed and said it’s difficult to tell the difference between zoned townships such as Forest Home and unzoned townships,

such as Central Lake. He added that master plans sometimes read as if the local unit of government owns the property.

A number of typographical errors were mentioned.

Mr. Tschudy asked about the required distance between convalescent homes. Mr. Gurr questioned the need for Section 304.C.6. regarding temporary dwellings.

**Motion by Mike Hayes, seconded by Ron Tschudy, that the Planning Commission found no inconsistencies between the proposed Forest Home Township Zoning Ordinance and the Antrim County Master Plan and recommended that Forest Home Township approve the Zoning Ordinance as written with the correction of typographical errors. Motion carried – unanimous.**

## **7. Various Matters**

Ms. Bradford recommended reading the 23 page Networks Northwest brochure titled “Framework for Our Future,” published by Networks Northwest.

Ms. Koch said that Kearney Township, whose master plan the Planning Commission reviewed the previous month, had sent a letter of intent to plan to the County in January. Ms. Koch told the Planning Commission that the regularly scheduled meeting of August 4 would be cancelled unless there was a necessity to review a submission. The Planning Commission will discuss Chapter 7 of the County’s master plan at their next meeting.

Mr. Gurr mentioned the August 2 seminar that would be held at Great Wolf Lodge regarding Agenda 21.

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

Mr. Barnard said he appreciated the Planning Commission’s comments. He noted that many Forest Home Township residents had commented on the draft ordinance. Mr. Barnard added that he felt the residents were satisfied with the responses to their questions.

Meeting adjourned at 8:25 p.m.

Submitted and Approved

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Barb Bradford, Secretary  
Antrim County Planning Commission  
Date:

## County of Antrim - Planning Commission

Jill Barnard

Jim Gurr, Chairman

Laura Stanek

Mike Hayes

Rick Teague, Vice-Chair

Chuck Johnson

Bill Bailey

Barbara Bradford, Secretary

Ron Tschudy

### Minutes - September 1, 2015

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

Members Present: Jim Gurr, Bill Bailey, Jill Barnard, Barb Bradford, Mike Hayes, Chuck Johnson, Rick Teague, Ron Tschudy

Members Absent: Laura Stanek

Staff and Others: Pete Garwood, Janet Koch

#### **1. Meeting called to order at 5:40 p.m. by Chairman Jim Gurr.**

#### **2. Pledge of Allegiance**

#### **3. Conflict of Interest Disclosure**

None.

#### **4. Public Comment**

Bill Bailey spoke on the event on August 2 at Great Wolf Lodge regarding Agenda 21. A speaker said to be aware that regional governmental organizations aren't elected, and that county commissioners should be conscious of grants with strings attached. Another speaker said the supreme court makes legal opinions; that the states are not necessarily bound by the supreme court decisions and that the 9<sup>th</sup> and 10<sup>th</sup> amendments are the most important amendments in the United States Constitution.

#### **5. Approval of Minutes**

**Motion by Mike Hayes, seconded by Chuck Johnson, to approve the minutes of the July 28, 2015 meeting as written.**

Mr. Bailey asked for changes to the minutes in number 6; at the end of the fourth paragraph, adding "and said it's difficult to tell the difference between zoned townships such as Forest Home and unzoned townships, such as Central Lake. He added that master plans sometimes read as if the local unit of government owns the property."

**Motion by Bill Bailey, seconded by Jill Barnard, to approve the amended language to the July 28, 2015 meeting minutes. Motion carried – unanimous.**

#### **6. Torch Lake Township Zoning Ordinance Amendment**

Janet Koch, Associate Planner, told the Planning Commission that most of the changes to the zoning ordinance were additions to the lists of permitted and special uses in the commercial district and village business district.

**Motion by Mike Hayes, seconded by Bill Bailey, that the Planning Commission found no inconsistencies between the proposed Torch Lake Township Zoning Ordinance amendments and the Antrim County Master Plan and recommended that Torch Lake Township approve the proposed amendments to Chapter XXIII: Definitions, Chapter XII: Section 12 – "C" Commercial Zone, and Chapter X, Section 10 – "VB" Village Business Zone. Motion carried – unanimous.**

## **7. City of East Jordan Master Plan**

Ron Tschudy thought the population projections on page 13, comparing the growth of the City of East Jordan population to the population growth of Charlevoix County, were unrealistic.

Mr. Bailey commented that there were many components of the proposed master plan that were in alignment with the goals of Agenda 21. He noted pages 8 and 30 and expressed a wish that the master plan would mention the protection of private property rights. In addition, he disagreed with the narrative at the bottom of page 7 regarding economy. He said he hated to think that a “resilient economy” meant an acceptance of the loss of manufacturing jobs.

Mr. Gurr said the master plan had a fair amount of editorializing and included a conversation about global warming that was unnecessary. He also considered it unfortunate there were only passing mentions of EJ, a family-owned ironworks business that is very generous to the City.

Ms. Bradford commended the City of East Jordan for sending the master plan to the Planning Commission for review.

**Motion by Mike Hayes, seconded by Rick Teague, that the Planning Commission found no major inconsistencies between the proposed City of East Jordan Master plan and the Antrim County Master Plan. Motion carried – unanimous.**

## **8. Antrim County Master Plan Chapter 7: Human Element**

Mr. Gurr said some updating would need to be done. Mr. Tschudy distributed copies of what he’d rewritten for a new summary. He added that the historical perspective section should be brought to the beginning of the demographics section and asked if they would be looking at more elements of human need.

Referring to page 7-2, Ms. Bradford said there needs to be a new housing needs assessment; that the existing one was done in 2003. She added that the Commission on Aging and health care information would also need to be updated and asked about the absence of schools. Chuck Johnson said there was a health clinic in Mancelona. Mr. Tschudy said schools were listed in the demographic section. Mr. Gurr said a section on schools had been written previously but not included in the final master plan.

The Planning Commission agreed that some narrative concerning the schools should be part of the next master plan.

Mr. Gurr said that outside of updated information, there were very few textual changes. He said the only real lack is implementation steps. The Planning Commission discussed whether or not implementation steps were needed for the chapter. Mr. Tschudy asked about the inclusion of affordable housing, citing page 7-2. Mr. Hayes mentioned the Networks Northwest Framework for the Future document regarding housing. Programs for the elderly were also discussed.

Stan Moore said the section on volunteerism (page 7-8) should either be removed or expanded dramatically. He suggested that it not be part of the Health Care section. He noted that it wasn’t part of the Table of Contents.

**9. Various Matters**

Barb Bradford asked how the community is involved during the update of a master plan. Mr. Gurr said that, statutorily, only a public hearing is required. Mr. Garwood said during the original creation of the plan, a number of visioning sessions around the County had taken place.

Mr. Tschudy suggested inviting stakeholders as each section is reviewed. He added that a survey can produce skewed results.

**9. Public/Member Comment**

Mr. Bailey described his beliefs regarding climate change. Mr. Gurr recommended reading the July 2015 *Planning & Zoning News*, specifically the commentary on page 10 regarding recent supreme court decisions. Bill Bailey noted the takings case on page 5.

Meeting adjourned at 7:45 p.m.

Submitted and Approved

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Barb Bradford, Secretary  
Antrim County Planning Commission  
Date:

## County of Antrim - Planning Commission

Jill Barnard

Jim Gurr, Chairman

Laura Stanek

Mike Hayes

Rick Teague, Vice-Chair

Chuck Johnson

Bill Bailey

Barbara Bradford, Secretary

Ron Tschudy

### Minutes - October 6, 2015

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

Members Present: Jim Gurr, Bill Bailey, Jill Barnard, Barb Bradford, Chuck Johnson, Laura Stanek, Rick Teague, Ron Tschudy

Members Absent: Mike Hayes

Staff and Others: Pete Garwood, Janet Koch

#### **1. Meeting called to order at 5:42 p.m. by Chairman Jim Gurr.**

#### **2. Pledge of Allegiance**

#### **3. Conflict of Interest Disclosure**

None.

#### **4. Approval of Minutes**

Jill Barnard made one small correction to number 8; to eliminate the word “be” in the first sentence of the fourth paragraph.

**Motion by Jill Barnard, seconded by Rick Teague, to approve the minutes of the September 1, 2015 meeting as corrected. Motion carried – unanimous.**

#### **5. Public Comment**

None.

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

The Planning Commission discussed the minimum lot requirement in the agricultural district.

**Motion by Jill Barnard, seconded by Bill Bailey, that the Antrim County Planning Commission found no incompatibilities between the Antrim County Master Plan and the proposed Banks Township zoning ordinance amendment to Article VI, Section 6.09 and recommended that Banks Township approve the amendment.**

**Motion carried – unanimous.**

#### **7. Elk Rapids Township Ordinance Amendment**

Janet Koch, Associate Planner said the definitions in Section 1.03 were new, that in Section 3.03 the first section was the same, but that the “Winery Identification Sign” part was new. In addition, the Section 6.01: Subsection O was new.

The Planning Commission discussed the 100 foot setback requirement for all winery-related buildings. Barb Bradford said she would like the township consider reducing the side and front setbacks. Jim Gurr noted the last sentence in the section O.2, which states that the township may approve a departure from the requirement. Pete Garwood, County Administrator, said the township can’t infringe on the right to farm, but can regulate the placement of structures related to processing and retail. Laurie Stanek noted that no farmers had attended the public hearing to object to the proposed amendment.

**Motion by Bill Bailey, seconded by Ron Tschudy, that the Antrim County Planning Commission found no incompatibilities between the Antrim County Master Plan and the proposed Elk Rapids Township zoning ordinance amendments to Sections 1.03, 3.03 and 6.01 and recommended that Elk Rapids Township approve the amendments.**

**Motion carried – unanimous.**

#### **8. Various Matters**

Ms. Barnard noted that the page numbers in the table of contents for Chapters 10, 11, and 12 of the County's Master Plan were incorrect. Ms. Koch said she would correct the digital version that was on the County's website. The Planning Commission discussed the guiding principles of Chapter 10 and the Chapter 12 implementation steps. Mr. Garwood said he and Jim Schnackenberg, a former Planning Commission member, had developed some implementation steps for economic development the previous year and that a number of those steps had been accomplished. The Planning Commission and Mr. Garwood discussed surveys of the County's residents and how the comments should be incorporated into a future master plan. Barb Bradford suggested that the next master plan contain images.

Mr. Gurr asked that the Planning Commission review Chapter 12 for discussion at the next meeting. Mr. Teague said he sees a lot of pressure on townships to pass and enforce "public order" ordinances. He said he doesn't see that as a township role and that townships don't have enforcement resources. Mr. Bailey spoke in favor of reasonable zoning ordinances; that he put private property rights ahead of all else. He opined that the problem seems to be an ordinance can start off reasonable and as time goes on gets added to and becomes unreasonable and very thick.

Ms. Koch told the Committee that she'd recently attended a regional planner's workshop at which Mark Wyckoff made a presentation on recent legislative changes (**see attached pgs. 3-4**).

Mr. Gurr mentioned that Governor Snyder had chosen the Village of Central Lake as a Michigan Economic Development Corporation "Rising Tide" community.

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

None

Meeting adjourned at 7:24 p.m.

Submitted and Approved

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Barb Bradford, Secretary  
Antrim County Planning Commission  
Date:

## **WHAT IS (and is NOT) HAPPENING IN LANSING?**

### **Legislation, Courts, State Programs/Initiatives**

By Mark A. Wyckoff, FAICP, Sr. Associate Director, MSU Land Policy Institute & Director, MSU Planning & Zoning Center

*Fill out separate sheets on important issues facing Michigan and local governments.*

#### **What new laws of significance?**

*Virtually none of significance through July 28. Topics addressed include: film credits; plant rehab act exemptions; increase in certified technology parks; many fee changes; mobile home park health and safety; renewal dates for building inspector registrations; school districts can now participate in a joint establishment of a district library; regional airport authorities are allowed; commercial quadricycles are allowed; AND drones are regulated relative to hunting and fishing.*

#### **What legislation is pending of significance?**

*Most would be significant if passed, but many would make the existing situation worse for local governments if passed as introduced, but most bills get changed through the legislative process with an opportunity to improve them, or reduce negative impacts. Are some new bills related to kennels and carrier pigeons; a lot of small economic development bills; prohibitions on wind towers in the Great Lakes; proposed new regs on air pollution, coke piles, landfills, mining, solid waste disposal, oil and gas drilling, composting, radioactive waste, liquid industrial waste, lead, and greenhouse gases; proposed new local regs on wind turbines, oil and gas in townships, pipelines, school buildings, textile recycling bins, and adult foster care facilities; new legal notice publication proposals, fireworks regulation authority, regional water and sewer alliances, and including school districts in recreational authorities; many new marijuana bills concerning provisioning centers and legalizing recreational use of the drug; raids on the MNRTF, DNR land purchases, and local authority regarding aquatic invasive species, including governor's office and legislature in FOIA; bills to finance transportation improvements, warranties on road improvements, UBER type taxi systems, and changes to billboard regs.*

Dark Stores Legislation: HB 4909 and SB 524

Transportation Financing: don't yet know what the vehicle bills are

#### **What court cases of significance?**

##### **State:**

- *Speicher v Columbia Twp.* MSC. If not successful with OMA suit, not entitled to court costs and attorney fees.
- *MI Assn of Home Builders v Troy.* MSC. Excess building permit fees is risky. Fees should be set to cover costs and not generate excess revenues.
- *People v Hartwick.* MSC. Court reviewed 9 opinions and set forth clear procedures for prosecuting violations of MMMA.

- *Har v Mich. Electric Transmission Co, MCOA*. PSC approval of power lines preempts local zoning.

**Federal:**

- *Reed v. Gilbert*. USSC. Content neutrality is essential in sign regulation. Two model national ordinances are under development. Will be available in 60 months.
- *T-Mobile South v Roswell, GA*. USSC. Local governments must provide written reasons for denial on wireless tower applications, which must be contemporaneous with denial.
- *Planet Aid v St Johns*, US COA 6<sup>th</sup> Circuit. Charitable donation bin regulation must also be content neutral.
- *Anderson v. Blue Ash, OH*. USCOA, 6<sup>th</sup> Circuit. City has to modify ord. to permit keeping of a horse for disabled child as a "reasonable accommodation" under ADA.

**What State Programs/Initiatives of Significance?**

- Huge MEDC budget cuts
- Placemaking: MIplace Partnership Initiative – Guidebook; training; new Michigan Walkscore equivalent
- Crowdfunding for Placemaking: MEDC and MSHDA
- Michigan Prosperity Plans: 2<sup>nd</sup> round finishing, 3<sup>rd</sup> round coming up
- Region 2 grant products
- Others?

## County of Antrim - Planning Commission

Jill Barnard

Jim Gurr, Chairman

Laura Stanek

Mike Hayes

Rick Teague, Vice-Chair

Chuck Johnson

Bill Bailey

Barbara Bradford, Secretary

Ron Tschudy

### **Minutes - December 1, 2015 Board of Commissioners Room, 2nd Floor Antrim County Building, Bellaire, Michigan**

Members Present: Jim Gurr, Bill Bailey, Jill Barnard, Barb Bradford, Mike Hayes, Chuck Johnson, Laura Stanek, Rick Teague, Ron Tschudy

Members Absent: None

Staff and Others: Pete Garwood, Janet Koch, Stan Moore

#### **1. Meeting called to order at 5:34 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 Barb Bradford, seconded by Rick Teague, to approve the minutes of the October 6, 2015 meeting as written. Motion carried – unanimous.**

#### **6. Torch Lake Township Re-zoning Request**

The Planning Commission discussed the location of the rezoning request, which was directly north of the Eastport Market. The Planning Commission noted the difficulty of making a decision about how the rezoning would fit with the Township's Master Plan without the availability of the future land use map. Janet Koch, Associate Planner, told the Commission that she had requested the future land use map but had not yet received a copy.

The future land use plan of the County's Master Plan showed the area as being on the north side of a "Hamlet," which is areas of mixed use.

**Motion by Jill Barnard, seconded by Laura Stanek, that the Planning Commission would like to see the township's future land use map, but that no incompatibilities were found between the proposed rezoning of parcels 05-14-301-003-10 and 05-14-650-014-00 and the Antrim County Master Plan. Motion carried – unanimous.**

#### **7. Antrim County Master Plan Chapter 12: Implementation Steps**

Discussion of this chapter had been chosen as an agenda item at the previous meeting. Barb Bradford noted Charlevoix County's Master Plan is a 20-year plan. She also asked when the public could comment on Antrim County's Master Plan. Jill Barnard said the public could comment at every Planning Commission meeting; Pete Garwood, County Administrator, said public hearings are required when the County's Master Plan is formally reviewed. He added that additional methods of public input could be used.

A discussion about incorporating public input into the Master Plan ensued. Laurie Stanek said she didn't feel that the public opinions that might become part of the Master Plan had changed much since 2012. Mr. Gurr suggested that the next Master Plan revision extend the implementation steps more than five years into the future.

Ms. Bradford said the Planning Commission should be working on the specific implementation steps as noted in Chapter 12. The Planning Commission discussed which steps had been completed and which were being worked on currently. Stan Moore said the Forestry bullet item would have to be reworked; that the County's Forestry program was more than tree planting.

For the next meeting, Mr. Gurr asked the Planning Commission to read Chapter 2: Land Use Change From 1978 to 1998.

**8. Various Matters**

Jim Gurr and Bill Bailey had attended a Resilient Waterfront Community Workshop. Mr. Gurr added that he and Mr. Bailey had received information about a grant opportunity; the information would be sent to Ms. Koch.

**9. Public/Member Comment**

Ms. Bradford described the new Nickelodeon Community Center in Mancelona. Mr. Teague noted that the expiration dates of his and Jill Barnard's terms should be updated on the agendas. Ms. Bradford mentioned a property split in Kearney Township that involved a home-based business.

Meeting adjourned at 7:45 p.m.

Submitted and Approved

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Barb Bradford, Secretary  
Antrim County Planning Commission  
Date: