

◆ MEMBERS

James Gurr – 12/31/2016
Chair

Rick Teague – 12/31/2018
Vice Chair

Barbara Bradford – 12/31/2016
Secretary

Jill Barnard - 12/31/2018

Bill Bailey – 12/31/2018

Mike Hayes - 12/31/2016

Ron Tschudy -12/31/2017

Christian Marcus – term elected

Laura Stanek – term elected

◆ ADVISORY

Stan Moore

◆ STAFF

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County Administrator
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Janet Koch
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Tina Schrader
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Katie Verellen
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◆ OFFICE ADDRESS

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◆ SPECIAL ASSISTANCE

If you wish to attend a Planning Commission Meeting and require special assistance, please contact the Administration and Planning Office.

Antrim County Planning Commission

To: Antrim County Planning Commission
From: Janet Koch, Associate Planner
Date: August 31, 2016
Re: Meeting Notice

The Antrim County Planning Commission meeting is scheduled for

Tuesday, September 6, 2016 at 5:30 p.m.

**Board of Commissioner's Room
Antrim County Building
203 East Cayuga Street, Bellaire, Michigan**

Agenda

5:30 p.m. Call to Order
5:31 p.m. Pledge of Allegiance
5:32 p.m. Conflict of Interest Disclosure
5:33 p.m. Public Comment
5:34 p.m. Approval of Minutes
5:35 p.m. Banks Township Zoning Amendment
5:50 p.m. Capital Improvement Plan (hard copies to be supplied @meeting)
Various Matters
Public/Member Comment
Adjournment

If you have any questions, concerns or are unable to attend this meeting, please contact the Administration and Planning Office at 231-533-6265.

We appreciate your cooperation in this matter.

Thank you.

Enclosures:

*Planning Commission Minutes – August 2, 2016 – attached pgs. 2-3
Board of Commissioners Minutes – August 11, 2016 – attached pgs. 4-8
Banks Twp. Zoning Amendment – attached pgs. 9-10*

County of Antrim - Planning Commission

Jill Barnard
Mike Hayes
Bill Bailey

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

Laura Stanek
Christian Marcus
Ron Tschudy

Minutes - August 2, 2016

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

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

Members Absent: Laura Stanek

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

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 Bill Bailey, to approve the minutes of the July 5, 2016 meeting as presented. Motion carried – unanimous.

6. Milton Township Rezoning

Chris Weinzapfel, Zoning Administrator for Milton Township, gave a quick history of the property being considered for rezoning. In 1991 the property was granted a special use permit. In 1999, the property was rezoned from an agricultural zoning district to a Planned Unit Development (PUD), which allowed for storage units. In 2012, the Milton Township Planning Commission revamped the zoning ordinance, after which PUDs were no longer allowed. The conditions of the existing PUD are still permitted. In 2013, the property was purchased by a new owner. The current request in front of the Planning Commission was to change the zoning district from agricultural to manufacturing.

The Planning Commission discussed the township's master plan and its relationship to the zoning ordinance. Mr. Weinzapfel said the township planning commission's vote on the rezoning was 5-2 in favor of rezoning. Mr. Teague asked about the change between the property owner's first submission and the current submission. Mr. Marcus asked about the results from the subcommittee; Mr. Weinzapfel said the subcommittee had made no recommendation to the Planning Commission. The issue of spot zoning was discussed.

Motion by Christian Marcus, seconded by Barb Bradford, that the Antrim County Planning Commission found no incompatibilities between the Antrim County Master Plan and the proposed rezoning application and recommend that Milton Township approve the change. Yes votes – Jim Gurr, Bill Bailey, Barb Bradford, Mike Hayes, Christian Marcus, Rick Teague; No vote – Ron Tschudy. Motion carried.

7. Kearney Township Revised Zoning District

The request was to rezone a portion of the existing manufacturing district east of Derenzy Road and south of Eddy School Road to a commercial/manufacturing district. Ms. Bradford said this was a big change for the township.

Motion by Bill Bailey, seconded by Rick Teague, that the Antrim County Planning Commission found no incompatibilities between the Antrim County Master Plan and the proposed rezoning of the manufacturing district and recommend that Kearney Township approve the change. Motion carried – unanimous.

8. Banks Township Farmland Development Rights Application

Pete Garwood, County Administrator, said it was a requirement of Public Act 116 that the County Planning Commission review and approve applications to the Farmland and Open Space Preservation Program.

Motion by Mike Hayes, seconded by Jill Barnard, to recommend that the Banks Township Board approve the Farmland and Open Space Preservation Program application from Thomas Cooper for parcel number 05-01-019-007-10. Motion carried – unanimous.

9. Various Matters

Ms. Koch said the Antrim County Capital Improvement Plan had not been discussed at the July Finance Committee meeting. She said when it was finalized and approved the Planning Commission would receive copies.

10. Public/Member Comment

None.

Meeting adjourned at 6:45 p.m.

Submitted and Approved

Barb Bradford, Secretary
Antrim County Planning Commission
Date:

Draft

ANTRIM COUNTY BOARD OF COMMISSIONERS

Thursday, August 11, 2016

The Chairman called the meeting to order at 9:05 a.m.

Members present: David Heeres, Bob Wilson, Karen Barga, Ed Boettcher, Bryan Smith, Michael Crawford, Laura Stanek, Chuck Johnson, Christian Marcus.

Absent: None

Pledge of Allegiance to the U.S. flag.

Moment of Silence

The Chairman requested Public Comment. Laura Sexton former County Clerk addressed the Board to congratulate them on the passage of all four (4) ballot proposals and addressed the proposed closing of the Nifty Thrifty Resale Shop asking that the Board reconsider their decision. She also encouraged the Board to replace the 1978 chairs in the Board room for public seating, stating that they are very comfortable. Public comment closed at 9:14 a.m.

Peter Garwood, County Administrator reminded the Board that the Nifty Thrifty Resale Shop proposed closing date of October 1, 2016 is to be addressed at the Building, Lands and Infrastructure Committee meeting and will be addressed in September. Also he reminded the members that the Antrim County Fair starts today and will run through the 13th of August.

Consent Agenda

Commissioner Barga requested that the Capital Improvements Plan 2017-2022 with the change that the estimated network switch replacement cost be \$54,360.00 for 2017, \$25,000.00 for 2018 and \$25,000.00 for 2019 be removed from the consent agenda.

It was moved by Stanek, seconded by Johnson the Claims and Accounts totaling \$213,021.00 be approved and paid. Motion carried as follows: Yes – Heeres, Wilson, Barga, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Stanek, seconded by Johnson that the Financial Fiscal Officer, Deb Haydell be authorized to make the appropriate line item transfers from the employee wage account, Staff Technician 101-257-704 and benefit line items attached to the position to the contractual line item 101-257-802 in the General Fund, Equalization Department #257. Motion carried as follows: Yes – Heeres, Wilson, Barga, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Stanek, seconded by Johnson that the Financial Fiscal Officer, Deb Haydell be authorized to make a 2016 budget amendment for the Airport Fund #581 to increase the Employee Annuity Benefit account #581-295-741 in the amount of \$5,000.00 and that she decrease the Funds for Health Insurance account #581-295-716 in the amount of \$19,500.00. Motion carried as follows: Yes – Heeres, Wilson, Barga, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

Commissioner Stanek announced the upcoming 2017 Budget meetings of the Finance, Ways and Means Committee of the Whole.

Draft

ANTRIM COUNTY BOARD OF COMMISSIONERS

Thursday, August 11, 2016

James Rossiter, Antrim County Prosecutor presented the 2015 Prosecuting Attorney Office Annual Report.

It was moved by Marcus, seconded by Wilson that the 2015 Prosecuting Attorney Office Annual Report be accepted. Motion carried all present voting yes.

Jim Peters gave a presentation to the Board on Hydrologic Fracturing “Fracking”, a scientifically safe and sound process that has been used in Michigan in over 12,000 wells over the past 60 years without any instances of adverse environmental impact from the process. Some operations use more water than others although overall mining, including oil and gas production uses an estimated 1% of the nation’s commercial water.

It was moved by Bargy, seconded by Johnson that the minutes of July 14, 2016 be approved. Motion carried – all present voting yes.

It was moved by Boettcher, seconded by Smith that the 2017-2022 Capital Improvement Plan with the change that the estimated network switch replacement cost be \$54,360.00 for 2017, \$25,000.00 for 2018 and \$25,000.00 for 2019 be approved. Motion carried as follows: Yes – Heeres, Wilson, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – Bargy, Absent – None.

It was moved by Johnson, seconded by Smith that Mark Stone, Operator of Dams be approved to participate with the Three Lakes Association to apply for and implement an aquatic habitat improvement grant, at no cost to the County. Motion carried as follows: Yes – Heeres, Wilson, Boettcher, Smith, Crawford, Stanek, Johnson; No – Bargy, Marcus; Absent – None.

It was moved by Johnson, seconded by Smith that the request being made from Grass River Natural Area to add the Grass River Natural Area kayak launch to the Chain of Lakes Water Trail Map be approved. Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Johnson, seconded by Smith that the communications from Wonderland Holdings, LLC be addressed by civil counsel with the request for options regarding resolving ownership of the former Chesapeake and Ohio Railway Company located in Custer Township legal address T29N-R7W, Section 6: South ½ abandoned railroad right-of-way. Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Johnson that the matter regarding removal of parcel 05-01-136-007-00 in Section 36 of Town 32 North, Range 9 West documented in Attachment “A” of the Forestry Property Area Ordinance with the parcel being considered in a land swap, be sent to legal counsel as the Ordinance language states that a sale or disposal of forest lands in attachment “A” to be submitted to the qualified voters of the County and be approved by a three-fifths (3/5) majority vote of the electors be **TABLED**.

Draft

ANTRIM COUNTY BOARD OF COMMISSIONERS

Thursday, August 11, 2016

It was moved by Boettcher, seconded by Heeres that the Equalization Departments public counter/window be closed by installing a temporary wall to close off the service window and that a sign be posted directing the public with Equalization questions to enter the office through the office door, with the funding for the project to be paid from the General Fund, County Building & Grounds Department #265 line item #932 Building Maintenance be approved. Motion carried as follows: Yes – Heeres, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – Wilson, Bary; Absent – None.

It was moved by Boettcher, seconded by Heeres that the proposed reimbursement agreement between Antrim County and former employee Casey Guthrie for the reimbursement of costs associated with receiving the Michigan Advanced Assessing Officer (MAAO) Level 3 certification through the Michigan Certified Assessing Officer Program paid by the County in the amount of \$3,311.01,. Mr. Guthrie shall payback the cost per contract agreement over a one (1) year period, at the rate of \$275.94 per month starting in August 2016 and ending July 2017. Motion carried as follows: Yes – Heeres, Wilson, Bary, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Boettcher, seconded by Marcus that Bryan Smith be appointed as the Commissioner representative for the civil case having been filed in the 13th Circuit Court File No. 16-9005-CH Nationstar Mortgage, LLC d/b/a Champion Mortgage Co., a Delaware limited liability company v. Domingo Benitez and Maria Benitez husband and wife; Antrim County Housing Committee, a committee of the Antrim County Housing Department; and Alden State Bank, a state-chartered bank. Motion carried as follows: Yes – Heeres, Wilson, Bary, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Boettcher, seconded by Stanek that the County Parks seasonal employees hourly rate be increased by one dollar (\$1.00) per hour effective Friday, August 12, 2016 and that the Financial Fiscal Officer, Deb Haydell be authorized to make the appropriate budget amendments. Motion carried as follows: Heeres, Bary, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – Wilson; Absent – None.

It was moved by Boettcher, seconded by Stanek that the funds be released and authorize the Sheriff to begin the hiring process to fill the position of a full-time 911 Dispatcher. Motion carried as follows: Yes – Heeres, Wilson, Bary, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Boettcher, seconded by Heeres that the County Administrator be authorized to request other insurance carrier option plans to offer the County employees, due to the double digit increases in premiums of the County employees current health insurance plans through current provider Priority Health and that the administrator seek two (2) additional Health Insurance Plan quotes. Motion carried as follows: Yes – Heeres, Wilson, Bary, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Boettcher, seconded by Heeres that the Equalization Clerk II full-time position be filled by applicant Keegan Bengel at the 2016 two (2) year wage scale of the General Union contract rate being paid in the amount of \$15.28 per hour, and with all benefits afforded per contract. Motion carried as follows: Yes – Heeres, Wilson, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – Bary; Absent – None.

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ANTRIM COUNTY BOARD OF COMMISSIONERS

Thursday, August 11, 2016

It was moved by Boettcher, seconded by Stanek to authorize immediately on an emergency basis, and approve retrospectively, contracting with Allison Thompson, Michigan Certified Assessing Officer (MACO,) to perform the duties of deed entry consistent with Computer Aided Mass Appraisal (CAMA) guidelines; and correct the County sales database back to September 30, 2014 to the ending of the contract, in the Equalization Department; and the contract cost in the amount of \$12,480.00 for a three month period; and that two (2) audits be performed by the State of Michigan, one which will be on September 15, 2016, approximately midway through the corrections, the other which will be performed on or about October 15, 2016 upon completed work; and that payment be made at the rate of \$6,240.00 and after each successful audit and no payments to be paid if audit is unsuccessful. Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Bargy, seconded by Wilson that an additional one (1) full time employee staff member be authorized to the 13th Circuit Court Community Corrections to be paid for by the Fiscal Year 2017 Community Corrections Grant and at no additional cost to Antrim County for the 2017 grant year, nor for two (2) subsequent years. Motion carried as follows: Yes- Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

RESOLUTION # 20-2016 By Karen Bargy, seconded by Christian Marcus

**COMMUNITY CORRECTIONS
PLAN AND GRANT APPLICATION FISCAL YEAR 2017
ANTRIM COUNTY 13TH CIRCUIT COURT
RENEWAL APPLICATION FOR FY 2015**

13th CIRCUIT COURT CORRECTIONS GRANT APPLICATION TO MDOC FOR FY 2017

WHEREAS, THE YEARLY Plans and Services Grant Application to the Department of Corrections, Office of Community Alternatives, has been submitted to the Board of Commissioner for approval, and

WHEREAS, the grant is for one (1) year starting with October 1, 2016 and is consistent with the funding amount of \$269,186.00 and,

WHEREAS, now, application requires approval from the Antrim County Board of Commissioners to continue funding for the next fiscal year with no changes or amendments and,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS, that Antrim County approves the submission of the 13th Circuit Court Community Corrections FY 2017 Grant Application as presented.

Yes – David Heeres, Bob Wilson, Karen Bargy, Ed Boettcher, Bryan Smith, Michael Crawford, Laura Stanek, Chuck Johnson, Christian Marcus;

No – None;

Absent – None.

RESOLUTION # 20-2016 DECLARED ADOPTED.

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ANTRIM COUNTY BOARD OF COMMISSIONERS

Thursday, August 11, 2016

Commissioner Johnson requested that the Prince Property easement agreement continue to be **TABLED** until the September 8, 2016 Board meeting, with other land owners involved that legal counsel review proposed easement agreement and provide legal opinion.

Commissioner Bargy spoke on the information provided to seven (7) of the nine (9) Commissioners regarding the presentation of Mr. Peters – Hydrologic Fracturing “Fracking” all commissioners should have received this information. Commissioner Wilson reported that the 911 Board will make a recommendation to the Health and Public Safety Committee that the MCC7500 console upgrade be considered and request their approval. Commissioner Crawford announced that the Village of Central Lake has received a Rising Tide grant an initiative envisioned by the Governor and implemented by Talent and Economic Development (TED) with the mission of supplying at-risk communities with the tools needed to design and build a successful economic framework. The County should be talking to Charlevoix to discuss high speed internet collaboration. Corey Copeland from Benzie County has requested that our Airport Manager, John Strehl be allowed to spend a day at the Benzie County Airport due to the recent downgrade of their Airport, they are looking for input and direction from Mr. Strehl whom has a very good reputation as an Airport Manager.

It was moved by Wilson, seconded by _____ that the 13th Circuit Court Judges be waived appearing in person to present their 2015 Annual Report. **MOTION FAILS – NO SUPPORT**

Public Comment: There was none.

The meeting adjourned at 12:05 p.m.

Michael Crawford, Chairman

Sheryl Guy, County Clerk



Memorandum Administration Office

September 1, 2016

TO: Planning Commission

FR: Janet Koch, Associate Planner

RE: Banks Township Zoning Amendment

Attached on the page following is a proposed amendment to the Banks Township zoning ordinance. It is a one sentence addition to Article IV Section 4.11 Greenbelt, which currently reads as follows:

Section 4.11 Greenbelt

To preserve natural resources, water quality and community scenic and recreational values, a greenbelt shall be established and maintained on all waterfront property. The greenbelt shall include all the land area located within fifty (50) feet of the ordinary high water mark of a lake or a stream abutting or traversing the property in question. Within the greenbelt, the following development or use restrictions shall apply:

- 1. No structures shall be allowed except for boathouses, launching ramps and docking facilities including steps and retaining walls, and such facilities shall meet the side yard setback for the district in which they are located. No boathouse shall exceed twelve (12) feet in height above the ordinary high water mark.*
- 2. No dredging or filling shall be allowed except for reasonable sanding of beaches where permitted by state or federal law.*
- 3. The use of asphalt, concrete, wood or other similar surfaces shall be limited to walkways or stairs necessary for water access or boat launch ramps.*
- 4. The use of pesticides, herbicides and fertilizers is prohibited.*
- 5. Leaves, grass clippings and similar yard and garden wastes may not be burned or stored.*
- 6. Neither septic tanks nor septic system filtration fields may be located within the greenbelt.*
- 7. Natural vegetation cover, including trees, shrubs or herbaceous plants shall be maintained on a least seventy percent (70%) of the lake or stream frontage within the greenbelt. Beach sand, gravel, cobblestone or rock may be substituted for vegetated areas where these materials naturally exist.*
- 8. The greenbelt shall be shown on any plot plan or site plan submitted for approval during the process of developing a water frontage parcel.*

If, after reviewing the proposal, the Planning Commission has no objections to the amendment, please consider the following motion:

Motion by _____, seconded by _____, that the Antrim County Planning Commission found no incompatibilities between the Antrim County Master Plan and the proposed zoning ordinance amendment to add subsection 9 to Article IV Section 4.11 and recommend that Banks Township approve the change.

**Banks Township
Ordinance 3 of 2016**

An Ordinance to amend Article IV: General Provisions of the Banks Township Zoning Ordinance.

Banks Township Hereby Ordains:

Section 1. Amendment of Article IV, Section 4.11

Article IV Section 4.11 Greenbelt of the Banks Township Zoning Ordinance is hereby amended to add subsection 9 in its entirety to read as follows:

9. No invasive species shall be planted in the greenbelt. Existing invasive species shall be identified and managed using appropriate best management practices.

Section 2. Severability.

If any section, clause, or provision of this Ordinance be declared unconstitutional or otherwise invalid by a court of competent jurisdiction, said declaration shall not affect the remainder of the Ordinance. The Township Board hereby declares that it would have passed each part, section, subsection, phrase, sentence, and clause irrespective of the fact that any one or more parts, sections, subsections, phrases, sentences, or clauses be declared invalid.

Section 3. Conflicts.

If any provision of the Banks Township Zoning Ordinance conflicts with this Zoning Ordinance Amendment, then the provisions of this Zoning Ordinance Amendment shall control.

Section 4. Effective Date.

This Ordinance shall become effective eight (8) days after being published in a newspaper of general circulation within the Township.

Township of Banks

By:

Thomas Mann, Supervisor

Adoption date: _____

By:

Donna Heeres, Clerk

Effective date: _____