

ISABELLA COUNTY  
PLANNING COMMISSION

January 11, 2007

A Regular Meeting of the Isabella County Planning Commission was held on January 11, 2006 in Room 225 of the Isabella County Building, 200 North Main Street, Mt. Pleasant, Michigan.

MEMBERS PRESENT: Dan Hess, Marilyn Fosburg, Craig Schripsema, Bob Thompson, Jerry Neyer, Gale Willoughby, Christine Alwood, Vance Johnson, Richard Recker

MEMBERS ABSENT: None.

SUPPORT STAFF PRESENT: Tim Nieporte, Community Development Director  
Michael Zalewski, Planner/Zoning Administrator  
Lisa Hoisington, Recording Secretary

The meeting was called to order by Chairperson Thompson at 7:00 p.m.

The Pledge of Allegiance was recited by the Commission.

ELECTION OF OFFICERS/ORGANIZATIONAL MEETING

Chairperson Thompson asked that Mr. Nieporte take over to conduct the election of Chairperson.

Mr. Willoughby nominated Mr. Thompson for Chairperson, supported by Mr. Schripsema.

Mr. Nieporte called for any other nominations twice.

A motion was made by Mr. Neyer, supported by Ms. Alwood, for a unanimous vote to be cast for Mr. Thompson.

A roll call vote was called

Fosburg: Thompson  
Hess: Thompson  
Neyer: Thompson  
Schripsema: Thompson  
Alwood: Thompson  
Johnson: Thompson  
Recker: Thompson  
Willoughby: Thompson

By a unanimous vote, Mr. Thompson was declared Chairperson.

Chairperson Thompson called for nominations for Vice-Chairperson.

Ms. Alwood nominated Mr. Schripsema.

The Chair called for any other nominations.

Mr. Neyer nominated Ms. Fosburg.

The Chair again called for other nominations.

Mr. Recker nominated Mr. Willoughby.

Ms. Alwood moved that the nominations be closed, supported by Mr. Hess.

Chairperson Thompson called for a roll call vote:

Neyer:	Fosburg
Recker:	Willoughby
Willoughby:	Willoughby
Johnson:	Willoughby
Alwood:	Schripsema
Schripsema:	Schripsema
Hess:	Schripsema
Fosburg:	Fosburg
Thompson:	Willoughby

Mr. Willoughby was declared Vice-Chairperson by a majority vote.

Chairperson Thompson called for nominations for Secretary.

Ms. Fosburg nominated Mr. Neyer, supported by Ms. Alwood.

The Chair called for any other nominations.

Mr. Willoughby nominated Mr. Hess.

The Chair again called for other nominations.

A motion was made by Ms. Alwood, supported by Mr. Hess to close the nominations.

The Chair called for a roll call vote for Secretary.

Alwood:	Neyer
Fosburg:	Neyer
Recker:	Neyer
Johnson:	Hess
Hess:	Hess
Schripsema:	Neyer
Neyer:	Neyer

Willoughby: Hess  
Thompson: Neyer

By a vote of 6 to 3 Mr. Neyer was declared Secretary.

Chairperson Thompson made the following appointments to Boards:

- Mr. Willoughby to the Parks and Recreation Board.
- Mr. Schripsema to the Zoning Board of Appeals.

Chairperson Thompson stated that the Board must set a time and date for their regular monthly meetings.

A motion was made by Mr. Hess, supported by Mr. Willoughby to keep the time and date as it is on the second Thursday of the month at 7:00 p.m.

Chairperson Thompson suggested that possibly the Board could move the time from 7:00 to 6:00 p.m.

Mr. Neyer stated that he could make it at 6:30 p.m. easier than 6:00 p.m.

Ms. Alwood stated that her preference would be to leave it at 7:00 p.m. because that is what the public is use to, however, if there was a strong feeling of the board to move it her preference would be 6:30 p.m. as Mr. Neyer suggested.

Mr. Thompson stated that there does not appear to be any strong feelings one way or the other so it is probably better to leave the time at 7:00 p.m. as Ms. Alwood has suggested as that is what the public is accustomed to.

Ms. Alwood stated that she is willing to review changes such as some of the Boards meet during the day which she is strongly opposed to. She further stated that she thinks it is important to meet in the evening to provide the public who work during the day to more fully participate in the meetings. She stated that she would like to strongly send a message to the Zoning Board of Appeals that she still thinks that they should strongly consider moving their meetings to the evening to make it easier for the public so they do not have to take time off from work when they have an issue that is personally affecting them.

Chairperson Thompson called for a vote.

Yes: Hess, Fosburg, Schripsema, Willoughby, Thompson, Neyer, Alwood, Johnson, Recker.  
No: None.

Motion carried.

Chairperson Thompson requested that Mr. Nieporte review the Mission Statement with the members.

Mr. Nieporte submitted a copy of the mission statement and read the statement to the members.

Chairperson Thompson suggested that they have a meeting to go over the Planning Commissions goals and strategies to bring the new members up to date and to go through a basic training with them.

Discussion was held on a date and time.

No date could be decided on where all members could be present. Chairperson Thompson requested that the members send an e-mail to staff with the dates that they would be available to attend.

### APPROVAL OF AGENDA

The Chair requested if there were any additions or deletions to the agenda.

Mr. Zalewski state that a second public comment should be added between items 12 and 13.

A motion was made by Mr. Hess, supported by Ms. Alwood, to approve the agenda as amended.

Yes: Hess, Fosburg, Schripsema, Willoughby, Thompson, Neyer, Alwood, Johnson, Recker.  
No: None.

Motion carried.

### PREVIOUS MINUTES

Minutes of the December 14, 2006 regular meeting were circulated to the Commission prior to the meeting for their review.

Ms. Alwood forwarded a copy to staff with some minor changes.

A motion was made by Mr. Hess, supported by Mr. Schripsema, to approve the minutes of the December 14, 2006 meeting as amended.

Yes: Hess, Fosburg, Schripsema, Willoughby, Thompson, Neyer, Alwood, Johnson, Recker.  
No: None.

Motion carried.

### LIASON REPORTS

ZBA – Ms. Fosburg reported that the first request was for a variance on a lake lot where the property was too small. She stated they allowed the variance as it met the requirements of section 22.04(a)(b)(c). She further reported that the second variance was a request to keep 12 horses in a residential area. She stated they have two lots and four horses would be allowed. This variance was denied.

Parks & Recreation Commission – Mr. Willoughby reported that they elected officers at the last meeting. The officers are: Minde Lux, Chairperson; Randy Vasold, Vice-Chairperson; and Carol Lauffer, Secretary.

Mr. Willoughby reported that they brought in \$18,400.00 on the first day of reservations for the parks. He further reported that the pole barn at Coldwater Lake Family Park is completed. He stated that staff will meet with MDOT regarding county wide recreational trails along side some of the roads. He also reported that Isabella County was upheld in the Appeals Court case.

Board of Commissioners – Ms. Alwood reported that the Commissioners adopted their bylaws and elected officers. She reported that they elected officials are the same, Chairperson is David Ling and Vice-Chairperson is Frances Lichtman. She reported that they have the same committee assignments as last year and she has again been appointed liaison to the Planning Commission.

Ms. Alwood reported that they amended their by-laws slightly to prohibit the use of cell phones during public meetings. She stated that they request that cell phones be put on vibrate and if a call is taken they ask it be taken outside of the commission chambers.

Ms. Alwood reported that the Bill that would allow the County to go from a three member Road Commission to a five member commission has passed both the House and Senate, the Governor has signed it and it will go into effect immediately.

Ms. Alwood also reported that the Commissioners will be having a goal setting session. She stated that more information on the property purchase or existing building purchase for the Commission on Aging Building project will be forthcoming.

### TOWNSHIP CONCERNS

Chairperson Thompson reported that the Planning Commission received one township concern regarding the proposed private road ordinance in writing and it will be included in the public hearing.

### PUBLIC COMMENT

None heard.

### SITE PLAN REVIEW #07-01

The Planning Commission received a site plan submitted by Bandit Industries for a 25' x 240' two story office addition to an existing building. The property is located at 6750 W. Millbrook Road in Section 36 of Broomfield Township and is zoned Light Industrial (I-1).

Mr. Zalewski explained that Bandit Industries received site plan approval for a 25' x 130' addition in June; however the addition was never built. They have since decided to extend the addition for the whole length of the building for a total size of 25' x 240' (two story office space). The site would be required to have 234 parking spaces. Based on information presented

previously the site has more than enough parking spaces. However, the applicant does not have the number of parking spaces on site submitted with this application. The applicant has submitted an updated and more accurate calculation of the number of spaces on site. He explained that they will have 287 spaces and 11 handicapped spaces according to the new plan. Mr. Zalewski stated that staff has spoken with Tracy Nelson of the Health Department and she stated another evaluation of the site would not be required since the expansion of the addition is to the North and away from the existing septic system.

Mr. Lou Jensen with Bandit Industries explained that when they came to this board in June they also had a new factory that they were building in Fremont Township. He stated that with the hurricanes they had a good year last year and this year there was a down turn. He further explained that business is again picking up and they would now like to complete this project.

A motion was made by Ms. Alwood, supported by Mr. Neyer to approve SPR#07-01.

Yes: Hess, Fosburg, Schripsema, Willoughby, Thompson, Neyer, Alwood, Johnson, Recker.  
No: None.

Motion carried.

#### ENFORCEMENT MECHANISM SUBCOMMITTEE UPDATE

Mr. Schripsema stated that they have met with all the townships in our jurisdiction and have a complete listing of their concerns. He stated that the majority are in favor of the Civil Infraction Ordinance. He further stated that they also surveyed the surrounding communities and found that most are using a Civil Infraction Ordinance. He noted that Sherman Township is not.

Mr. Schripsema explained that they would now like to send this back to the townships for them to review the complete list and to also share this information with the Board of Commissioner before it goes to public hearing.

Consensus was to send the complete list back to the townships and to present the findings to the Human Resource Committee of the Board of Commissioners at 4:00 p.m. on the third Tuesday in February.

Staff will put together a staff report for the meeting.

Ms. Alwood suggested that the township officials be invited to attend the meeting.

#### REVIEW OF RESOLUTION REGARDING SEPTAGE WASTE

Chairperson Thompson stated that this is a resolution to the Board of Commissioners to extend the Planning Commissions support to work with the township and city to develop a mechanism that when rebuilding or expanding their waste facilities to provide for space for the disposal of commercial and recreational types of waste.

Mr. Nieporte read the draft of the resolution.

Ms. Alwood noted that the year should be 2007 on the resolution.

Chairperson Thompson stated that in the second paragraph from the bottom it should clarify that they will accept septage waste from sources including but not limited to commercial and recreational haulers.

A motion was made by Ms. Fosburg, supported by Mr. Neyer, to approve Resolution #PC-07-01 as amended.

The Chair called for a roll call vote.

Johnson – yes  
Recker – yes  
Neyer – yes  
Fosburg – yes  
Hess – yes  
Schripsema – yes  
Alwood – yes  
Willoughby – yes  
Thompson – yes

Motion carried by unanimous vote.

#### AMENDMENTS TO ZONING ORDINANCE

Mr. Zalewski handed out information on the amendments to the zoning ordinance that will be going to public hearing. He explained that the first part is language changes to the proposed private road ordinance.

Mr. Nieporte stated that the public hearing will be set for the next meeting.

Ms. Alwood explained that she will be out of town on work related business and will be unable to attend the next meeting.

Mr. Zalewski explained that there are new Zoning Board of Appeals membership requirements. ZBA members must now reside within the zoning jurisdiction of Isabella County and County Zoning Boards of appeals are now allowed to have alternates.

Mr. Zalewski stated that another change brought on by the Michigan Zoning Enabling Act is the public hearing notice requirements. He stated that they had to change the public hearing requirements for special land uses, zoning amendments and ZBA requests.

Mr. Nieporte stated that he and Mr. Zalewski met with Rolland Township and they had some comments on changes that they wanted to see to the zoning map with in Rolland Township. He explained that they worked with a Township Trustee as well as the Township Supervisor. He stated that they went through the parcels with the new GIS and compiled a tabular list of all the

parcels that are proposed to change and rezone. He explained that these parcels were selected by the township themselves.

Mr. Nieporte explained that one map shows a large parcel that the zoning is split; the townships recommendation is to move it to AG-1. He stated that staff intends to hold this as a separate public hearing because of the statutory requirements. He stated that they would also like to contact the owner of the parcel to discuss the rezoning with him. Mr. Nieporte further explained that in the village of Blanchard because of the extent of the rezoning and to come more in line with what the Master Plan currently has set up, the township has recommended these changes and they do not intend to notify every one of those individuals to see if they want this done.

Ms. Alwood stated that with the rezoning request you will still have to notify every one within 300 feet.

Mr. Nieporte explained that they are not required to notify when they are rezoning 11 or more contiguous parcels.

Discussion was held on the notification of the property owners.

Ms. Alwood suggested that the township be notified that we are not required to provide notification to the property owners.

A motion was made by Ms. Alwood, supported by Mr. Hess to post a public hearing for February 8, 2007 for:

- Zoning Board of Appeals membership amendment.
- Public Hearing Notice requirements amendment.
- Private Road ordinance.

Yes: Hess, Fosburg, Schripsema, Willoughby, Thompson, Neyer, Alwood, Johnson, Recker.  
No: None.

Motion carried.

Mr. Nieporte stated that staff will submit a letter to Rolland Township with the Planning Commissions concerns and will document the minimum requirements of the Planning Commission as per State law as well as suggest they send notice to the property owners with the Board of Review notices if they so choose.

#### PUBLIC COMMENT

None heard.

#### STAFF COMMENTS

Mr. Nieporte stated the Rolland Township called regarding the civil infraction ordinance and they wanted him to pass along their concerns and to let the members know that Mr. Schripsema

did a wonderful job.

Mr. Nieporte explained that the mailing was sent for the Master Plan Review on December 29, 2006. He stated that the 65 day period was to start on January 1, 2007 and the expiration date for comments will be March 7, 2007. He further stated that the Planning Commission meeting in March will be March 8, 2007 and many comments should be in at that time so the Planning Commission should anticipate holding a public hearing on the Master Plan at the April meeting.

Mr. Nieporte stated that they would like to hold a workshop with the townships regarding the Master Plan.

Chairperson Thompson stated that February 22, 2007 is a suggested date for the workshop with the townships and the intent is to have a meeting where the townships affected by the Master Plan could all sit in the same room and discuss the Plan and the survey prior to the public hearing.

Consensus of the Board was to send notification to the townships of the February 22, 2007 workshop from 6:00 to 8:00 p.m.

#### PLANNING COMMISSIONER'S COMMENTS

Mr. Hess extended a welcome to the new members Mr. Johnson and Mr. Recker.

Mr. Johnson thanked the board for the welcome and stated he looked forward to working with them.

Mr. Recker also thanked the board.

Chairperson Thompson stated that the members may want to consider a Saturday for the goal setting session.

#### ADJOURNMENT

A motion was made by Ms. Fosburg, supported by Mr. Hess, to adjourn at 9:07 p.m.

Yes: Hess, Fosburg, Schripsema, Willoughby, Thompson, Neyer, Alwood, Recker, Johnson.  
No: None.

Motion carried.

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Jerry Neyer, Secretary

Lisa Hoisington, Recording Secretary