

ISABELLA COUNTY  
PLANNING COMMISSION

April 11, 2013

A Regular Meeting of the Isabella County Planning Commission was held on April 11, 2013 in Room 225 of the Isabella County Building, 200 North Main Street, Mt. Pleasant, Michigan.

MEMBERS PRESENT: Kelly Bean, Gordon Gilchrist, Jim Horton, Evelyn Kent, Jerry Neyer, Heather Turner.

MEMBERS ABSENT: Christine Alwood, Cheryl Jindeel

SUPPORT STAFF PRESENT: Tim Nieporte, Community Development Director  
Allison Langworthy, Recording Secretary

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

The Pledge of Allegiance was recited by the Commission.

APPROVAL OF AGENDA

A motion was made by Ms. Kent, supported by Mr. Gilchrist, to approve the agenda.

Yes: Bean, Gilchrist, Horton, Kent, Neyer, Turner.

No: None.

Motion carried.

PREVIOUS MINUTES

Minutes of the March 14, 2013 regular meeting were circulated to the Commission prior to the meeting for their review.

A motion was made by Ms. Kent, supported by Ms. Turner to approve the minutes.

Yes: Bean, Gilchrist, Horton, Kent, Neyer, Turner.

No: None.

Motion carried.

LIAISON REPORTS

**Zoning Board of Appeals** – Mr. Gilchrist said he had nothing to report.

**Parks & Recreation** – Ms. Alwood was not present but she did send an email to Tim Nieporte with the Parks and Recreation Report.

Mr. Nieporte summarized report that the parks are under spring clean up, and are doing interviews, and training with employees this month. The Civil War Reenactment training is in April at Deerfield Park. There is also a charity run that is coming up at Deerfield Park. Parks are working on the Disc Golf expansion at Deerfield Park. They are doing some upgrades to the Coldwater Park cabins.

**Board of Commissioners** – Mr. Horton said that the biggest looming issue is whether or not the county is going to propose the cutting of countywide zoning. He also wanted to mention that Mr. Thompson had put in his resignation from the Planning Commission board. He further stated that he has gone to Chippewa and Union Township meetings. Union is moving right along with plans that were brought to us last meeting. Chippewa Township is at a standstill right now because the zoning administrator has not been at the past 3 meetings.

#### TOWNSHIP CONCERNS

Tom Gibbs – Gilmore Township – Mr. Gibbs wanted to voice his concerns about a resident of Gilmore Township who is having issues with her dwelling. Mr. Nieporte said he would get in contact with Mr. Gibbs about the issue.

Jackie Curtis – Denver Township – Ms. Curtis stated thanked Mr. Nieporte for the Quarterly Report.

Bob Neeland – Isabella Township – Mr. Neeland stated that Isabella Township is doing okay at this time.

#### PUBLIC COMMENT

None heard.

#### SPR #13-01 TROY AND AMY NUNNALLY

Mr. Nieporte stated that at last month's meeting the Nunnally's proposed to rezone their property located in Vernon Township on Mission Rd to commercial. It was effective on March 18, 2013. They are now here for a Site Plan Review for a retail shop. They would like to potentially expand the driveway itself. If they do decide to do that they need to get the Road Commission's approval for the expansion. The proposal for the Site Plan shall meet all requirements of the ordinance.

The ordinance calls for durable, hard surface in parking lot. The current parking lot is gravel, and meets all the parking requirements. The acceptable materials according to the ordinance include asphalt and concrete. This is an existing parking lot that is gravel in nature. There is some language within the ordinance that allows us to approve and vary from that hard surface requirement. Compacted and compressed gravel base is an acceptable hard surface, allowing them to maintain gravel.

Mr. Gilchrist asked about signs. Mr. Nieporte said that the signs proposed are in compliance with the

ordinance.

Mr. Horton asked what the planned business was. Mr. Nieporte said that it is a retail resale shop.

A motion was made by Mr. Bean, supported by Ms. Turner to accept SPR #13-01 as submitted with the contingences stated to widen the driveway.

Yes: Bean, Gilchrist, Horton, Kent, Neyer, Turner.

No: None.

Motion carried.

#### ZA #13-04 REZONING REQUEST TMM PROPERTIES

Mr. Nieporte stated that he received an email from the applicant asking to postpone the rezoning request until the June 13, 2013 Planning Commission meeting at 7:00 p.m. in Room 225 of the Isabella County Building.

A motion was made by Mr. Gilchrist, supported by Mr. Neyer to postpone ZA #13-04 Rezoning Request TMM Properties to the June 13, 2013 at 7:00 p.m. in Room 225 of the Isabella County Building.

Yes: Bean, Gilchrist, Horton, Kent, Neyer, Turner.

No: None.

Motion carried.

#### SPR #13-02 BANDIT INDUSTRIES

Mr. Nieporte stated that Bandit Industries has proposed an addition to their existing facility in section 36 of Broomfield Township and they have an amended site plan. They have expanded the size of the addition of the original site plan that was sent. The original site plan was for a 60 ft by 100 ft building attached to an existing 50ft by 110 ft building on the East side of the Bandit Industries property. The new amended site plan has a proposed building size of 100 ft by 100 ft. They are adding this addition on the North side of the building. There is some fencing out in the back corner that would be staying. This site plan shall meet all the conditions of the ordinance. It maintains a 100 ft setback from the North property line, and a 62 ft setback from the East property line. It is currently an Industrial district and will be an expansion of existing use taking place on property. There will be no additional employees or parking taking place.

A motion was made by Ms. Kent, supported by Mr. Gilchrist to accept SPR #13-02 as amended.

Yes: Bean, Gilchrist, Horton, Kent, Neyer, Turner.

No: None

Motion carried.

#### SPR #13-03 BEAL CITY PUBLIC SCHOOLS (COURTESY REVIEW)

Mr. Nieporte stated that school districts under the School Code Act are not required to come in front of the county for its approval for site plans; the superintendent is the site plan reviewer. John Graham (Project Manager for Beal City Public Schools) agreed to come in front of us tonight with the plan for the press box areas that they are building out by the ball fields.

Mr. Graham stated that since Beal City Public Schools has taken the jurisdiction for the permits to the County level he wanted to bring the Planning Commission up to date as a courtesy. They would rather give their money to the County rather than the State, and get inspections through the County rather than through the State. This is 100% donated money from fundraisers and contributions, and they wanted to make sure everything is done right and correctly inspected. They have enough money to build the press boxes, put turf in batting cages, and hopefully new infields.

Mr. Nieporte said the State of Michigan requires under the Building Code that all school projects go through the state unless the local school district requests for the local inspection by the local enforcement agency. Shepherd, Mt. Pleasant, and Beal City Schools have all come through us in the past. Our inspectors will have them done within 24 hours while at the State level you are looking at weeks to be approved. Mr. Nieporte thanked Mr. Graham and said it is nice to keep the money and service local.

#### CAPITAL IMPROVEMENT PROGRAM - UPDATE

Mr. Nieporte stated that he sends out an email annually to the people in which we have facilities that require Capital Improvement Planning. Isabella County Road Commission, ICTC, Medical Care Facility, Isabella County Landfill, Drain Commissioner, Parks and Recreation Department, Day Treatment facility, Courts, Juvenile Detention Center, Sheriff's Department, Commission on Aging, Animal Control, Detox Center. All of the department heads have been sent an email asking of any Capital Improvements that they would have. Email asked what they did last year, what they would be doing the 6<sup>th</sup> year out, and any adjustments in between. They are always offered a spot at the Planning Commission meeting to come and talk about their projects, they are offered this opportunity at next month's meeting. We have received feedback from Parks and Recreation, Isabella County Road Commission, and Medical Care to date.

#### DISCUSSION OF JULY MEETING DATE

Mr. Nieporte asked the Commission to look at their calendars to possibly change the July meeting date. Currently it is scheduled for July 11<sup>th</sup>, and would like to move it to July 18<sup>th</sup>.

A motion was made by Ms. Turner, supported by Ms. Kent to move the regular meeting date of July 11, 2013 to July 18, 2013.

Yes: Bean, Gilchrist, Horton, Kent, Neyer, Turner.

No: None

Motion carried.

#### TOWNSHIP VISITS

Mr. Neyer stated that the Commission members need to look at the schedule of the township meeting dates and times to decide on which ones they would like to go visit. We are focusing more on the 9 townships that we have zoning jurisdiction over. Mr. Nieporte is putting together an agenda in case staff is not able to

accompany the members to the meetings. Have not done this in over 5 years. Would like to make our presence known, and hopefully get the townships more involved with us.

Mr. Nieporte said to get a hold of him to let him know what dates work best for the members. The outline suggested includes :

- Provide townships handout with member's names and contact information.
- Discuss the importance of township involvement.
- Rules of Planning Commission.
- Master Land Use copy, will provide copy of a CD to handout with updated Master Plan.
- 2012 Planning Commission annual report.
- Planning Commission goals.
- Responses in regard to zoning issue.
- The services that our office provides.

#### PUBLIC COMMENT

Mr. Graham stated that there is a Road Commission vacancy. He is 1 of 10 applicants. Would like our support, talk to your Commissioners!

#### STAFF COMMENTS

Mr. Nieporte stated that we have entered into a contract with Coe Township to provide zoning administration and planning assistance. We have been helping them for a short time when they approached us to finish their Master Plan. The former administrator started one, but never finished. Last update was done in 2000, and is supposed to be done every 5 years. Instead of going out seeking consulting work, they have asked us to provide an estimated time and cost to provide the services to them under our current contract. We have estimated it to take about 6 months to complete to bring them up to date to the 2010 census.

Mr. Neyer asked if Coe Township got a price estimate to hire that in.

Mr. Nieporte said that they never got an estimate but Mr. Horton stated at last month's meeting that Chippewa Township budgeted \$22,000 for Master Plan and Zoning. We gave Coe Township an estimate not to exceed \$4,000.

Sherman Township contracted with us to do just their Zoning, and Future Land Use maps. Mr. Nieporte will be going out to Sherman Township on next Monday (April 15<sup>th</sup>).

#### PLANNING COMMISSIONER COMMENTS

Mr. Gilchrist asked about the demise of zoning, and what will happen to Zoning Board of Appeals.

Mr. Nieporte said that if we don't have zoning the Zoning Board of Appeals would not be needed. As he understands it, the Planning Commission would still be used to perform planning functions.

Mr. Gilchrist asked what the procedure would be to appeal if it happens.

Mr. Nieporte said there would be no procedure because the Planning Commission is only an advisory body.

Mr. Neyer asked Mr. Nieporte the reason why Mr. Thompson stepped down.

Mr. Nieporte stated that planning commission ordinance says that nobody who holds an elected position is allowed to be on the Planning Commission except for the Board of Commissioner's representative. Mr. Thompson holds an elected position in the county, and decided it would be best to just step down.

Mr. Neyer said Mr. Thompson will be missed.

ADJOURNMENT

The meeting was adjourned by the call of the Chairperson at 7:50 p.m.

A handwritten signature in cursive script, reading "Christine Alwood", written over a horizontal line.

Christine Alwood, Secretary

Allison Langworthy, Recording Secretary