
COUNTY OF ALLEGAN

PLANNING COMMISSION



DON BLACK, Chairman
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MINUTES

Meeting Date: January 14, 2008
Meeting Time: 1:30 P.M.
Location: County Services Complex at Dumont Lake
Human Services Building, Spartan Room

1. Call to Order.

The regular monthly meeting of the Allegan County Planning Commission was called to order by Chairman Don Black, at 1:30 P.M.

2. Roll Call.

Members present: Don Black, John Bouterse, Terry Burns, Judy Graff, Rich Haugh, Ken Pardee, Fritz Spreitzer, and Marv Voss.

Members absent: Maury Stahl, Tom Vogeler

Also present were, Sandra Lauer, Recording Secretary, Valdis Kalnins, LIS Director, Kevin Ricco, Parks and Tourism Director, Bill Hinz, Health Department, Rob Sarro, County Administrator, Bev Green, Deputy Drain Commissioner, Kevin Harness, Allegan Public Schools Superintendent.

3. Approval of Agenda.

Black added 1 item to the agenda: Roads (5a.). Motion by Voss, seconded by Haugh to approve the agenda as amended. Motion carried unanimously.

4. Approval of Meeting Minutes from December 10, 2007.

Motion by Burns, seconded by Haugh to approve the minutes. Motion carried unanimously.

5. Public Participation:

None.

5a. Roads

Sarro addressed an issue regarding a private road that appears to have been built in Watson Township without prior notification or approval of the Township. It appears that the developer contacted the County Road Commission and inquired about county road standards, but did not seek approval to build a road from the Township or the County Road Commission. Once a road is built, the owner may petition the County Road Commission asking them to adopt the private road as a county road. Upon inspection and given that the road was built to county road standards, the Road Commission may elect to adopt the road as an official county road. Haugh suggested that the township inform the County Road Commission that the developer did not acquire a Road Permit through the township and that for all intents and purposes, the road is and should remain a driveway.

Pardee also raised a concern that there appears to be no provision for building County Roads in terms of requiring township approval, giving townships notification or reviewing a township's master plan. Graff thought that townships should at least be given a courtesy notice and an opportunity to comment. Sarro suggested having Bill Nelson of the County Road Commission speak at a Township Meeting or a County Planning Commission Meeting to discuss these issues with the intent of producing some guidelines and procedures. Sarro will arrange a meeting with Ken, Hinz, Sarro, and Nelson to discuss the issues raised.

6. Discussion and Presentation Items:

None.

7. Commission Business:

a. Per Diem for Planning Commissioners – Black

Motion by Graff to approve the bylaws as amended in Article V, VI, and VII per the December 7, 2007 Memo from Sarro, seconded by Haugh. Motion carried unanimously.

b. Chairperson for the Planning Commission

Black mentioned that Vogeler is interested in filling in as Chairperson. Black asked if he could temporarily have Haugh appointed to Chair the February Meeting since Vogeler is unable to attend. Vogeler will Chair the rest of the meetings until the June elections. Motion by Pardee to approve, seconded by Voss. Motion carried unanimously.

Black mentioned that the Board of Commissioners will take action February 28. Black requested that if anyone is interested they need to have applications submitted by February 1 to Administration so that Lauer can put it on the agenda.

c. Education Position Recommendation

Pardee stated that Dawn Buist is currently the President of the Allegan County School Board Association and has the time to serve on other area committees. She also served on the Hopkins Village Planning Committee for fifteen years. Harness mentioned that Spreitzer had contacted him and that he has been an educator for over twelve years. He is a K through 12 Superintendent and meets with other School Superintendents Monthly. Spreitzer explained to Harness that he would also be responsible for Rezoning Requests, Zoning Ordinance Amendments, and PA116 Applications for Heath Township, Fillmore Township, and Overisel Township. Burns nominated Harness. Graff nominated Buist. Vote Tally: Harness (3), Buist (5).

Black is will have this put on the Board of Commissioners agenda.

8. Continuing Education:

a. Michigan Land Use Leadership Academy

- \$299 (\$249 for MCPs); includes all meals
- Registration deadline: January 25, 2008
- February 8 – 10, 2008
- East Lansing, Michigan

No interest.

It was decided to leave the bylaws as is for Continuing Education.

9. Communications:

None.

10. Final Actions Received:

- a. Dorr Township – Enacted amendments to the Zoning Ordinance regarding private roads.

11. Received for Notice:

12. Received for Information:

13. Received for Review:

14. Hopkins Township PA116 – Stahl, Haugh

Acreeage in cultivation is 90 for parcel number 10-005-006-00. Approved by the Township Board on December 10, 2007.

Stahl’s email stated that he had spoken with Mark Evans, Hopkins Township Supervisor and everything seemed to be in order. Stahl recommended that the Planning Commission approve the decision of the Township Board. Haugh stated that it appears that this parcel is currently zoned agricultural. Motion by Haugh to approve the Application for Farmland Agreement, seconded by Pardee. Motion carried unanimously.

15. Ganges Township Zoning Ordinance Amendments – Graff

The Township’s PUD section of the Zoning Ordinance was rewritten to make the process easier to review by both the applicant and the Planning Commission. This caused conflicts and omissions in other areas of the ordinance. A review of the affected sections resulted in the attached six amendments: PUD, Site Condominiums, Mobile Home Parks, Private Roads, Section 3.2G, and Sections 7D.04 and 7D.06.

Approved by the Township Planning Commission on November 14, 2007.

Ayes 7; Nays 0; Absent 0; Abstaining 0

Graff stated that the Ganges Township PUD was similar to that of Casco Township and was well written. A motion by Graff, seconded by Pardee to approve the action of the township planning commission passed by a unanimous vote.

Standing Committee Reports:

16. L.I.S. – Valdis Kalnins, Director

One of their latest projects was working with the County Road Commission. They are working with the area townships to go over their paving projects. With that information, they have produced a county map that has County Roads with assigned pavement ratings on a scale of 1 (poor) to 10 (excellent). The townships will use this map to develop priorities for road repairs. This will also be incorporated into the County’s Growth Management Plan. Pardee asked if they take into account whether they can put an additional 3 foot on both sides of the roads. Valdis said he would assume they are monitoring it. Each road fragment has shoulder width information. They can determine if it is worth the extra cost of installing a shoulder for the County Primary Roads and whether it extends the life of the road.

17. Growth Management Plan Committee – Vogeler

Valdis mentioned that they are flushing out the chapters. The chapters are done and have a lot of information that needs to be put into the framework. The goal between now and the next meeting is to have this done. They may have a chapter completed by the next meeting.

18. Work Program Committee – Pardee

They will meet after this meeting to discuss the Procedures and Zoning Ordinance Amendment Form.

19. Dept. of Public Works – Rininger

The Fillmore Project is almost completed as far as construction goes. They are finalizing the budget.

20. Parks Commission / Recreation & Tourism – Spreitzer

CSX has been given permission to construct a tunnel under the bridge at New Richmond Bridge Park. Also, the boat launch will be closed for around two weeks for repairs. The campground leases for Ely Lake and Pine Point should have been completed a while ago but they are waiting on the State. There was a break in at Dumont Lake and a leaf blower was stolen. Silver Creek and Littlejohn Lake will see an increase in funds for improvements. Ricco will be soliciting bids for Littlejohn Lake and Silver Creek.

21. Region 8 – Burns

They met in December at a place called The Loon in Pierson, Michigan. Patti Burkhold was the guest speaker and the topic was the environment. Their next meeting is Friday, January 17 in Grand Rapids.

22. Resource Recovery – Hinz

Nothing to report.

23. Transportation Committee(s) – Black

Nothing to report.

24. Board of Commissioners – Black, Burns, Spreitzer

Burns stated they had an organizational meeting this past week and elected a Chairman and a Vice Chairman. They also discussed the enforcement of the phosphorus and fertilizer ordinance for home use which is similar to Muskegon County's. Black stated that they will have a retreat on February 21.

25. Education – Vacant

26. Finance – Voss

The new budget has been increased by \$100 from last year.

27. Discussion and Presentation Items:

Ricco stated that he and Kalnins worked together to form an Economic Development Team which consists of several city representatives, Michigan Works!, Chamber of Commerce, etc. The team will meet once a month for next 6 months and will develop a County Economic Development Proposal that will be presented to the Board of Commissioners. The purpose of the proposal is to define the County's role in Economic Development. Ricco asked if anyone from the Planning Commission would like to participate. Spreitzer volunteered. The next meeting is January 23.

28. Public Participation:

None.

29. Round Table:

Burns thanked Black for being Chairperson and putting in so much effort for the last twelve years. We'll miss you.

Graff concurred with Burns and said thank you.

Pardee asked about the increase in vouchers for mileage reimbursement. Black responded that there was an increase in per diem and mileage reimbursement. Pardee also mentioned that in the December 2007 issue of Planning & Zoning News, the Allegan County Planning Commission is mentioned on page 10.

Bouterse is starting his work towards a Masters in Information Systems Security at Ferris State University.

Haug thanked Black for all of his years of service said that he will be missed.

30. Adjournment:

Motion by Burns, seconded by Graff to adjourn the meeting at 3:20 P.M. Motion carried unanimously. The next regular meeting of the Allegan County Planning Commission will be held on **Monday, February 11, 2008 at 1:30 P.M.** in the Human Services Building, County Services Complex, 3255 – 122nd Avenue, Allegan, Michigan.

Minutes submitted by Sandra Lauer, Economic Development and Planning Assistant and Recording Secretary for the Allegan County Planning Commission.