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# COUNTY OF ALLEGAN

## PLANNING COMMISSION

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KELLE TOBOLIC, Chairperson  
3255 – 122<sup>nd</sup> Avenue, Ste 103  
County Services Building  
Allegan, Michigan 49010-1350  
email: kelle623@sbcglobal.net

## Minutes

**Meeting Date:** April 13, 2009  
**Meeting Time:** 1:30 P.M.  
**Location:** County Services Complex at Dumont Lake  
Human Services Building, Karl Zimmerman Room

**1. Call to Order.**

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

**2. Roll Call.**

Members present: John Bouterse, Ken Pardee, Kelle Tobolic, Marv Voss, Terry Burns, Tom Vogeler, Rich Haugh, Judy Graff, and Sam Dykstra.

Absent: Dawn Buist and Fritz Spreitzer

Also present were: Ronda Foreman, Recording Secretary; Valdis Kalnins, LIS Director; and Bill Hinz, Environmental Health Director.

**3. Approval of Agenda.**

A motion was made by Bouterse, seconded by Haugh to approve the agenda as presented. The motion carried unanimously.

**4. Approval of Revised Meeting Minutes from March 9, 2009.**

Revisions have been made to the Draft Minutes from March 9, 2009 under item number 16. Otsego Township Rezoning Request. Although the rezoning request affects Emerald Park Sr. Complex, Excel Realty Development LLC is the purchaser of the property in question and the developers of Emerald Park Sr. Complex. A motion was made by Haugh, seconded by Pardee to approve the revised March meeting minutes as presented. The motion carried unanimously.

**5. Approval of Expenditures as of April 7, 2009.**

Voss reported there were several line item expenditures for the month of March; \$885 was paid for per diem, a check of \$368 to LSL Planning Inc. for the Master Plan Update project, \$394 for travel expenses, \$350 for the upcoming Planning and Zoning Workshop, and \$100 to McKown for his presentation at the Planning Commission Workshop held last month. A motion by Voss, seconded by Haugh to approve the expenditures as presented. The motion carried unanimously.

**6. Public Participation.**

None.

**7. Discussion and Presentation Items:**

Review and discussion of the Michigan Planning Enabling Act33 of 2008, the Michigan Zoning Enabling Act110 of 2006, and the Review of the Michigan Planning Enabling Act33of 2008.

With everyone in agreement, Tobolic suggested this discussion be postponed until after the upcoming Planning and Zoning Workshop that will be held on April 30, 2009.

**8. Commission Business:**

The following Planning Commission members' terms are set to expire on June 8, 2009: Dawn Buist, Judy Graff, Rich Haugh, and Fritz Spreitzer. If interested in re-election, please turn the 'Consideration of Appointment/Election' application into Administration by mid-May.

Tobolic read a letter of resignation she received from Rich Haugh, who will not be seeking reappointment to the Allegan County Planning Commission. Haugh stated that although he has enjoyed serving on the Commission, he must resign due to ongoing scheduling conflicts.

**9. Continuing Education:**

**a. MTS-Allegan, Inc.: A Planning Commission & Zoning Board of Appeals Follow-up Guide**

The members who have been approved to attend the workshop by the Planning Commission, are registered, and the fee paid are: Kelle Tobolic, Tom Vogeler, Terry Burns, Rich Haugh, Marv Voss, Ken Pardee, Judy Graff, John Bouterse, and Fritz Spreitzer. Although the Planning Commission's approval is still pending for Sam Dykstra who is also interested in attending the workshop, due to pre-registration requirements he has been registered and his fee paid. The workshop will be from 6:30 – 9:30 P.M. on Thursday, April 30, 2009 at the Allegan Township Hall, 3037 – 118th Avenue, Allegan, MI.

A motion was made by Bouterse, seconded by Vogeler to approve Sam Dykstra to attend the MTS-Allegan, Inc. workshop on April 30, 2009. The motion carried by all present.

**b. The Ottawa County Planning Commission: Excellence Through Training – Spring 2009**

The Ottawa County Planning Commission and the law firm of Scholten Fant are co-sponsoring basic training sessions for new planning commission members as part of the Spring 2009 Excellence Through Training Program. Sessions are free for all attendees and AICP credits are available.

- Session 1 – Making Money by Saving Energy  
6:30 – 9:00 P.M. on Wednesday, May 13, 2009  
RSVP by May 8, 2009  
Main Conference Room – Fillmore Street Complex
- Session 2 – Planning Commission Basic Training  
6:30 – 9:30 P.M. on Thursday, May 21, 2009  
RSVP by May 14, 2009  
Main Conference Room – Fillmore Street Complex
- Session 3 – Zoning Board of Appeals Basic Training  
6:30 – 9:30 P.M. on Thursday, June 18, 2009  
RSVP by June 18, 2009  
Board Room – Fillmore Street Complex

Given that these workshops are free to attend and do not require the Commission's approval, Tobolic stated anyone interested in going should take it upon themselves to RSVP to the Ottawa County Planning Commission.

**10. Communications:**

None.

**11. Final Actions Received:**

**a. Saugatuck Township**

The Rezoning Request to change the current zoning of C-2 and R-1 for Parcel Number 03-20-010-066-10 to all R-1 was enacted by the Saugatuck Township Board on March 4, 2009.  
Ayes 3; Nays 0; Absent 2; Abstaining 0

**b. Otsego Township**

The Rezoning Request to change the current zoning of R-2 for Parcel Number 03-17-025-037-00 (North 1.6 acres) to R-3 was enacted by the Otsego Township Board on March 9, 2009.  
Ayes 5; Nays 0; Absent 0; Abstaining 0

**c. City of Wayland**

Community Parks & Recreation Plan 2009-2013, adopted March 2, 2009.

**12. Received for Notice:**

**a. Valley Township**

This notice is to inform you that the Valley Township Planning Commission is amending its existing master plan and map. The Valley Township Planning Commission will send a copy of the proposed master plan as soon as they have completed the draft for review and welcomes your cooperation and comments on the proposed plan.

**b. City of Holland**

The City of Holland has reviewed the City of Holland Master Plan regarding the designation of parks and recreation areas within the City in light of a proposed property exchange between the City of Holland and Hope College. In support of the proposed land exchange and in response to changing land uses and park/recreational needs in the community and at the college, the City is proposing amendments to the Master Plan and the Community Parks and Recreation Plan. Any comments or concerns regarding the proposed changes to the City's Master Plan must be submitted in writing by the end of the day on Monday, April 20, 2009.

Burns noted a letter of receipt should be sent to the City of Holland; Foreman will send the letter on behalf of the Commission.

**13. Received for Information:**

**State of Michigan – Department of Agriculture**

Landowners who have completed contracts with the State of Michigan under the Farmland and Open Space Preservation Act of 1974.

**14. Received for Review:**

**Valley Township Master Plan and Map Draft - Voss**

Letter of receipt sent April 8, 2009.

**15. Heath Township Zoning Ordinance Amendment - Tobolic**

The text amendment involves changes to the zoning ordinance for purposes of clarifying the definition of certain development related terms and adding certain new terms and their meanings. Approved by the Local Planning Commission on March 19, 2009.

Ayes 5; Nays 0; Absent 0; Abstaining 0

Tobolic stated the amendment is for clarification of certain definitions and terms, and to add new terms and definitions to the Zoning Ordinance. A motion was made by Tobolic, seconded by Voss to approve the Townships recommendation. The motion passed unanimously.

Ayes 9; Nays 0; Absent 2; Abstaining 0

**16. Casco Township Zoning Ordinance Amendment – Graff**

The text amendment involves changes to Chapter 16 Planned Unit Development, chapter completely rewritten and several definitions that include: Frontage, Shoreline-Section 2.07 Definitions-F Addition and clarification to definitions. Approved by the Local Planning Commission on March 11, 2009.

Reasons for action taken:

- Chapter 16 PUD completely rewritten to reflect social and economic changes in the community.
- Definition of Water Frontage added to Definitions.

Ayes 6; Nays 0; Absent 0; Abstaining 0

Graff reviewed the text amendment involving Chapter 16 Planned Unit Development and stated it takes out restrictive standards to allow more flexibility for builders in the area. The Township spent many months reviewing and rewriting Chapter 16 and after holding a public hearing, received good feedback. A motion was made by Graff, seconded by Haugh to approve the Townships recommendation. With Graff abstaining from the vote, the motion carried by all present.

Ayes 8; Nays 0; Absent 2; Abstaining 1

**17. Saugatuck Township Zoning Ordinance Amendment – Burns**

The text amendment involves changes to the zoning ordinance to revise Chapter 40, the zoning chapter in the code of ordinances specifically pertaining to water access and related matters, and establishing an effective date. Approved by the Township Planning Commission on March 23, 2009.

Reasons for action taken:

- To further regulate water access and dock regulations in the interest of township residents’ health and safety.

Ayes 6; Nays 0; Absent 1; Abstaining 0

Burns reported the text amendment deals with docks and water access for property owners in the area. A motion was made by Burns, seconded by Haugh to approve the Townships recommendation. The motion carried unanimously.

Ayes 9; Nays 0; Absent 2; Abstaining 0

**18. Manlius Township Zoning Ordinance Amendment – Voss**

The text amendment involves the addition of a sentence to Article II “Definitions”, amending the definition of “private garages” by adding “*(that in all circumstances a garage shall not exceed two-thirds of the living area of the principal building)*”. Approved by the Local Planning Commission on March 23, 2009.

Reasons for action taken:

- Accessory Buildings have been getting too large and being used for other uses other than storage, etc.

Ayes 6; Nays 0; Absent 1; Abstaining 0

Voss stated the amendment involves changing the verbiage in Article II “Definitions” regarding “private garages”. A motion was made by Voss, seconded by Vogeler to approve the Townships recommendation. The motion carried by all present.

Ayes 9; Nays 0; Absent 2; Abstaining 0

**Standing Committee Reports:**

**19. L.I.S. – Valdis Kalnins, Director**

Kalnins updated the Commission on the Aerial Imagery Program; the imagery was acquired by Aerocon on April 9<sup>th</sup> and 11<sup>th</sup> and everything appears to be going well at this time. They will process the imagery, scan it in, and complete all the necessary corrections and seaming over the summer. Ultimately, they will produce a countywide mosaic that will hopefully be delivered by September or October of this year. He also reported 27 Local Units of Government have partnered with the County towards funding the project, and with unanticipated partnership funds received from the State of Michigan, participation costs to local units will be reduced. Tobolic inquired as to the advantages of the aerial imagery. Kalnins replied that aerial imagery provides a visual reference for discussion and decision making. He went on to explain numerous applications in which aerial imagery can be effectively used to save time, save money, improve planning and facilitate decision making.

**20. County Master Plan Committee – Vogeler**

As promised at the March meeting, Vogeler brought examples of what the County Master Plan Committee has been working on. He passed out Chapter 2 and stated Chapter 4 is still in progress. A copy of chapter 4 will be brought to the meeting in May. LSL is currently working on redoing Chapters 3 and 5; Vogeler stated everything is on schedule and is moving right along. As a long-term goal the Committee is trying to get to the point where one or two chapters are done each year by updating and making an amendment to the Plan; hopefully there will never be a need to do a complete update again.

**21. Work Program Committee – Pardee**

March 31, 2009 Planning Workshop update. Pardee reported there was a good turnout for the workshop and everything went very well.

**22. Dept. of Public Works – Rininger**

None.

**23. Parks Commission / Recreation & Tourism – Spreitzer, Tobolic**

Tobolic attended the Parks Commission meeting on April 7, 2009 and reported on several issues. The construction on the New Richmond Bridge Park boat launch is now two weeks behind schedule due to the high water levels in the area and is expected to be completed in the next couple of weeks. Four interpretive signs have been placed; two on the north and two on the south side of the river and the trees have been removed and the lumber delivered for the boardwalk. The dock will not be constructed until the parking lot is finished. The Equestrian Trail Lease has been signed by the Board of Commissioners and sent back to the State for their signature. Also, the agreement with FACETS (Friends of the Allegan County Equestrian Trail System) has been drafted and finalized and is now awaiting their signature before complete. The trail markers have been ordered and Area 2 at Silver Creek will be the first trail to be completed; by the end of the year they anticipate 50 miles of equestrian trails will be marked. The Kalamazoo River Heritage Water Trail is finalizing the river maps with all information being web-based and in PDF format at this time. The guidebooks will not be printed until more of the sites are sponsored and the demand for the guidebook becomes greater. Lastly, Canoe the Kazoo from New Richmond to Douglas is scheduled for May 30, 2009; they hope to have a ribbon-cutting ceremony before the event begins.

**24. Region 8 – Burns**

Burns stated there is a Region 8 meeting on April 20, 2009, although due to a conflict in scheduling, he is unable to attend. He did receive some information from them regarding economic development; any township who is interested in economic development or obtaining grants can contact the West Michigan Regional Planning Commission and they will provide assistance.

**25. Resource Recovery – Hinz**

Hinz had nothing new to report at this time.

**26. Board of Commissioners – Burns, Spreitzer**

Burns reported he spoke with the Sheriff and they have applied for a BYRNE Award/Grant to fund a position for a Mental Health person. Burns provided them with additional required information and anticipates that by July the funding should be in place for a Mental Health Coordinator for the Substance Abuse/Sobriety Court; they funded the position based on the program. The monies that will come in from the Lakeshore Coordinating Council for Substance Abuse Services should help fund the preventative aspect of the program which is the actual cost of providing the service.

**27. Education – Buist**

In Buist's absence, Pardee reported the Gazette did a MEAP score of all the schools with the exception of Hopkins Schools. They have done this before and Pardee has complained to them with no explanation of why Hopkins was excluded. The Gazette assured Pardee that the next time anything is written about the area's schools, Hopkins will be included.

**28. Discussion and Presentation Items:**

None.

**29. Public Participation:**

None.

**30. Round Table:**

Pardee stated the Planning Commission is going to miss Haugh, and extended his appreciation of Haugh's involvement with the Commission.

Tobolic asked if anyone from the Planning Commission was planning to attend the Economic Development meeting to be held next week at the Silo. She stated that Kevin Ricco believes this is an important meeting for everyone who is involved with Economic Development within the County to attend.

**31. Adjournment:**

A motion was made by Haugh, seconded by Burns to adjourn the meeting at 2:55 P.M. The motion carried with a unanimous vote.

The next regular meeting of the Allegan County Planning Commission will be held on Monday, May 11, 2009 at 1:30 P.M., in the Human Services Building, County Services Complex, 3255 – 122<sup>nd</sup> Avenue, Allegan, Michigan.

Minutes respectfully submitted by Ronda Foreman, Recording Secretary for the Allegan County Planning Commission.