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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:** September 13, 2010  
**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 Chairperson Kelle Tobolic at 1:30 P.M.

**2. Roll Call.**

Members present: Kelle Tobolic, Ken Pardee, Marv Voss, Tom Vogeler, John Bouterse (excused at 3 PM), Gale Dugan, Dawn Buist, Jackie DeZwaan, Jim Ramey, Fritz Spreitzer, and Terry Burns.

Absent: None.

Also present were: Ronda Foreman, Recording Secretary; Valdis Kalnins, LIS Director; Kevin Ricco, Parks/Recreation/Tourism & County Development Director; Rob Sarro, Allegan County Administrator.

**3. Approval of Agenda.**

A motion was made by Bouterse, seconded by Pardee to approve the agenda as presented and emailed. The motion carried by everyone present.

**4. Approval of Meeting Minutes from August 9, 2010.**

A motion was made by Buist, seconded by Dugan to approve the August 9, 2010 minutes as presented and emailed. The motion carried by everyone present.

**5. Approval of Expenditures as of September 8, 2010.**

Voss stated there is no change from last month's expenditure report. Spreitzer asked if there is money in the budget to reimburse Tobolic for meetings she has been having with Administration regarding the Planning Commission. Voss stated there are funds available under the Special Projects line item. Spreitzer asked to continue the discussion by adding to the agenda item 17a. Per Diem and Mileage Reimbursement Discussion.

A motion was made by Voss, seconded by DeZwaan to approve the expenditures as of September 8, 2010. The motion carried by everyone present.

**6. Public Participation.**

None.

**7. Discussion and Presentation Items:**

**a. County Administrator's Update – Sarro**

Sarro updated the Commission on the building projects; on August 19, 2010 the Board of Commissioners approved the Design Development documents for the Sheriff Office/Corrections Center project and will review the Design Development documents for the Courthouse on September 16, 2010. Also, the BOC will put another millage for the Sheriff Office/Corrections Center project on the November 2nd ballot.

Next, Sarro will continue to work with Tobolic on the Planning Commission's Bylaws and County Master Plan. He stated the main issue with the bylaws is coming up with a process for capital infrastructure reviews and hopes to have the draft completed before the October 7 joint meeting at 9:30AM in the Zimmerman Conference Room.

The Master Plan was submitted to the BOC for comment at the end of June and so far, Administration has not received much response. Sarro stated right now the master plan is largely informational with many thoughts and goals. When a project is received for review, the PC should be able to say whether it is consistent, not consistent, or not applicable to the master plan. In its current form, most proposed projects would be considered not applicable since there is nothing specific listed in the MP. Sarro stated it could probably get approved now but would eventually have to be updated with specifics for capital improvement goals in different areas.

After much discussion, the Planning Commission requests the Board of Commissioner's formally submit their comments regarding the Master Plan and approve its distribution to all local units of government. A meeting to continue the MP discussion will be held sometime after the October 7 meeting.

**b. Parks Commission / Recreation & Tourism / County Development Update – Ricco**

Ricco updated the Commission on the qualified Energy Conservation Bond Program that was part of the American Recovery Reinvestment Act. Allegan County received approximately 1.6 million and are currently going through an application process to select the recipients of the funds. A minimum of 70% had to be used for public projects and no more than 30% for private projects. Through that process, one application received was from Laketown Township who are renovating the Felt Mansion in Saugatuck, making it a more greener/energy efficient facility; the request has been sent to the BOC and are awaiting their approval.

Ricco also had the opportunity to attend a ribbon cutting ceremony a couple of weeks ago for the Novo 1 Calling Center in Holland; their CEO specifically mentioned the reason they chose this area of the mid-west was due to the friendly demeanor of folks who live here. Also this week there is an open house at Energetx Composites in Holland, who are a subdivision of S2 Yachts and will be manufacturing wind turbine components. Also on the economic development front, two Environmental Protection Agency grants were received for the Brownfield Redevelopment Authority; one for hazardous substances and the other for petroleum. We are in the process of securing professional services to help manage those grants and recommendation has been made to the BOC; hopefully by mid October we will be able to retain those services.

In the tourism related area, Ricco was asked to be on the Board of Directors for West Michigan Tourist Association and will be confirmed at their October meeting. The bulk of the season is winding down in the Parks Department, which has turned out to be a fairly good season.

**c. Economic Development Commission Advisory Committee Discussion – Ricco / Tobolic**

During last month's meeting Ricco spoke about a recommendation to create an Economic Development Commission and presented an opportunity to the PC to form an Advisory Committee to help define what the Commission should look like. Once implemented, the Economic Development Commission could be a sub-committee of the Planning Commission and in time, could become a stand-alone Commission.

A motion was made by Dugan, seconded by Spreitzer to have the chairperson select a sub-committee (of the Planning Commission) for the Economic Development Commission Advisory Committee. Motion carried.

**8. Commission Business:**

None.

**9. Continuing Education:**

None.

**10. Communications:**

None.

**11. Final Actions Received:**

**Laketown Township** enacted the request to change zoning from R-1 Rural Estate to R-2 Low Density Residential for Parcel Number 03-11-034-043-00. Final action approved by the Township Board on August 10, 2010.

Ayes 5; Nays 0; Absent 0; Abstaining 0

**12. Received for Notice:**

**a. City of Holland – Burns**

Notice of Public Hearing at 5:00PM on Tuesday, September 14, 2010 at Holland City Hall. The purpose of the hearing will be to consider the proposal by the City of Holland Planning Commission to adopt amendments to the City of Holland Master Plan, including the Land Use Plan Map.

**b. Allegan Township – Spreitzer**

A resolution to approve the draft master plan for distribution and asserting the Township Board's right to adopt such master plan was passed by the Township Board on August 2, 2010.

Ayes 5; Nays 0; Absent 0; Abstaining 0

Spreitzer stated he has reviewed the proposed master plan and has no objections at this time. Allegan Township informed him that once the data is received from the census taken earlier this year, the master plan will be amended to include the information.

**13. Received for Information:**

None.

**14. Received for Review:**

None.

**15. Dorr Township PA116, Lenhart Lawrence J / Sheri K – Bouterse, Dugan**

Total acreage in cultivation is 15 for part of parcel number 03-05-007-005-00.

Dugan stated the application is self explanatory and he found no inconsistencies with the request. A motion was made by Dugan, seconded by Pardee to approve the Dorr Township PA116 application for parcel number 03-05-007-005-00. The motion carried by everyone present.

Ayes 10; Nays 0; Absent 1; Abstaining 0

**16. Monterey Township PA116, Coffey Merle L – Spreitzer, Dugan**

Total acreage in cultivation is 55 for parcel number 03-16-029-005-00.

Dugan stated this is another farmland agreement application that is straight forward with only a couple of exemptions for houses that are on the property. A motion was made by Dugan, seconded by Vogeler to approve the Monterey Township PA116 application for parcel number 03-16-029-005-00. The motion carried by everyone present.

Ayes 10; Nays 0; Absent 1; Abstaining 0

**17. Gun Plain Township Ordinance Amendment – Vogeler**

The proposed text amendment would add under Chapter 19 General provisions a new Section 19.25 Outdoor Furnaces to regulate the installation and use of outdoor furnaces in the township. The ordinance amendment was approved by the Local Planning Commission on August 18, 2010.

Reasons for action taken:

- The township currently does not have any regulations regarding the placement of outdoor furnaces.
- The amendment will regulate where and in what zoning districts outdoor furnaces may be placed.

Ayes 7; Nays 0; Absent 0; Abstaining 0

Vogeler stated this is a text amendment that adds a section to the township’s ordinance to address outdoor furnaces. A motion was made by Vogeler, seconded by Spreitzer to approve the text amendment as recommended by the Local Planning Commission. With Vogeler abstaining from the vote, the motion carried.

Tobolic – Aye	Pardee – Aye
Buist – Aye	Spreitzer – Aye
Bouterse – Absent	Burns – Aye
DeZwaan – Aye	Ramey – Aye
Dugan – Aye	Voss – Aye
Vogeler – Abstaining	

Ayes 9; Nays 0; Absent 1; Abstaining 1

**17a. Per Diem and Mileage Reimbursement Discussion**

As previously mentioned under item 5 where reimbursement for Tobolic when meeting with Administration was discussed, Voss reiterated there are funds still available in the Special Projects account.

A motion was made by Buist, seconded by Spreitzer for the chairperson of the Planning Commission to be compensated with per diem and mileage (at the current rate) when meeting with County Administration regarding Planning Commission business with funding to be taken out of the Special Projects account. The compensation will be retroactive to June 2010 for the current chairperson, Kelle Tobolic. With Tobolic abstaining from the vote, the motion carried.

Tobolic – Abstaining	Pardee – Aye
Buist – Aye	Spreitzer – Aye
Bouterse – Absent	Burns – Aye
DeZwaan – Aye	Ramey – Aye
Dugan – Aye	Voss – Aye
Vogeler – Aye	

Ayes 9; Nays 0; Absent 1; Abstaining 1

**Standing Committee Reports:**

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

Kalnins stated Land Information Services is currently in the middle of helping the Drain Office with their assessments. A request by Administration also has the department looking at crime in the county over the last five years; Kalnins has no further information regarding the project at this time.

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

None.

**20. Work Program Committee – Pardee**

Pardee has been in contact with Kurt Schindler from MSU regarding him facilitating a workshop for the local units of government. Although the specifics still have to be worked out, the cost would be \$43.50 per person that would have to be charged to the participants. Pardee tentatively set Monday, January 31, 2011 from 6 to 9 PM as the date and time with Schindler. If the Commission would like to proceed, the Zimmerman Room should be reserved as soon as possible; Foreman stated she would make the reservation.

A motion was made by Buist, seconded by DeZwaan to approve the New Economy 101 workshop facilitated by Kurt Schindler from 6 to 9 PM on Monday, January 31, 2011. The motion passed unanimously.

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

Dugan stated a resolution to approve the refunding of bonds for Allegan Township for their sewer was approved; they will have it paid off five years in advance.

**22. Region 8 – Burns**

Burns stated the next Region 8 meeting is scheduled for this coming Friday, September 17, 2010.

**23. Resource Recovery – Hinz**

In Hinz's absence, Voss informed the PC of upcoming recycling events for unwanted prescription drugs and electronics. He is unsure of the dates and times but directed anyone interested to go to the county website for further details.

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

Burns reported the Board of Commissioners has a booth at the Allegan County Fair in the Industrial building. All of the plans for the proposed jail and courthouse will be on hand for folks to review and either a corrections officer or one of the BOC members will be there to answer any questions. The fair is scheduled through Saturday, September 18, 2010.

Spreitzer stated the Board of Commissioners will find out about the 2011 budget this week in regards to which departments will be cut and the services that might be affected. He will report the findings back to the Commission during next month's meeting.

**25. Education – Buist**

Buist stated the money received from the Edujobs Bill has been distributed to the schools and is based on enrollment; the funding will help schools keep their teachers and avoid layoffs.

**26. Discussion and Presentation Items:**

Tobolic read a letter of resignation she received today from Ken Pardee to become effective following the October 4, 2010 Planning Commission meeting; he will be resigning due to personal reasons. A motion was made by Dugan, seconded by Buist to accept Ken Pardee's resignation as of October 4, 2010. The motion carried.

**27. Public Participation:**

None.

**28. Round Table:**

Voss stated a while back Valley Township passed a wind ordinance that Voss expressed at the time would not work. Now that it has not worked the township is holding a public hearing; he will know more next month.

**Dugan** appreciates the professionalism and input received from Ken Pardee and thanked him for his service.

**Buist** stated the Planning Commission will miss Ken Pardee's participation.

**Pardee** stated last Saturday he saw a boat that was carrying wind turbine parts and around 50 blades. He stated you don't realize how big the turbines are until you see them like that.

**29. Adjournment:**

A motion was made by Buist, seconded by Pardee to adjourn the meeting at 3:39 P.M. The motion passed with a unanimous vote.

The next regular meeting of the Allegan County Planning Commission will be held on Monday, October 4, 2010 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.