



## CHARLEVOIX COUNTY PLANNING COMMISSION

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### Approved Meeting Minutes August 4, 2016

#### I. Call to Order

Chairman Jason called the meeting to order at 7 p.m. in the Commissioners' Room at the Charlevoix County Building.

Members present: Bob Tidmore, Bob Draves, Dennis Jason, Larry Levensgood, Michael Buttigieg, Patrick Howard, and Ron Van Zee

Members absent: None

Others present: Kiersten Stark (Planning Coordinator), Kevin Clements (Administrative Services Assistant), and Ron Reinhardt (Planning Commission Liaison).

#### II. Pledge of Allegiance

Bob Draves led the Planning Commission in reciting the Pledge of Allegiance.

#### III. Approval of Agenda

MOTION by Larry Levensgood to approve the tentative agenda as presented. Bob Draves seconded the motion. Voice vote: all in favor. Motion passed.

#### IV. Public Comments Unrelated to Agenda Items

None

#### V. County Business Items

##### Approval of Minutes of July 7, 2016 Meeting

MOTION by Michael Buttigieg to approve the minutes of the July 7, 2016 meeting as presented. Ron Van Zee seconded the motion. Voice vote: all in favor. Motion passed.

## **Correspondence and Communications**

Kiersten reviewed the following correspondence and communications:

The Septic Question Project Public Event will be held on Friday, August 5, from 4:30-6 pm at the Charlevoix Public Library. Grenetta Thomassey (Program Director) for the Tip of the Mitt Watershed Council will be presenting.

There will be a Master Citizen Planner Webinar held on August 18<sup>th</sup> and the topic will be “Planning for Tourism” from 6:30-7:30 PM. This session will look at demographic trends in travel and tourism niche markets in helping Counties and communities in Michigan capturing tourism dollars. Larry Levengood, Bob Draves, and Dennis Jason expressed interest in attending the Webinar.

Kiersten commented on DTE Energy’s BioGreen Gas Program in regards to capturing methane gas at landfills and converting it to usable energy (natural gas). Apparently, DTE Energy has been asking their current customers in an email if anyone was interested in paying an extra \$2.50 a month on their energy bill to help fund the development of this technology.

## **Planning Commission Comments**

**Bob Tidmore-** Updated the Planning Commission on the August 2<sup>nd</sup> Primary election results on Beaver Island. Local officials on the Island are working on updating the Beaver Island Master Plan, which should be done by January. They’re working with the Land Information Access Association (LIAA) on this project. Tidmore also reported on issues with the EMS (Emergency Medical Services) and ALS (Advanced Life Support) services on the Island. Tidmore passed around a brochure on “The Great Lakes Unbridged Island Communities Project”. He also commented that one issue Beaver Island is having is the slow speed of their internet. The Beaver Island Association is considering teaming up with Northern Michigan University to obtain a faster and more reliable Internet service. Tidmore also reported on issues with senior services on the Island.

**Bob Draves-** Reported that all is quiet in South Arm Township. He said the Jordan Valley EMS Authority just went through their first audit and they were “in the black”. Draves said both millages for the Jordan Valley EMS Authority had passed in the Primary election on August 2<sup>nd</sup>. He commented on the State of Michigan trying to regulate rural EMS services.

**Larry Levengood-** Attended the Tip of the Mitt annual meeting on July 19<sup>th</sup> and the main presentation focused on the Line 5 Pipeline crossing the Straits of Mackinac. The Charlevoix Main Street Program still has a vacancy for the position of Director. He also attended the Little Traverse Conservancy annual meeting on August 2<sup>nd</sup> at Camp Seagull in Hayes Township. The meeting was a celebration of their protection efforts. The Conservancy has also been involved in efforts to purchase and make improvements at Camp Seagull. Levengood also reported that he has been involved with a group of Charlevoix citizens trying to get conservation easements at Mt. McSauba and Lake Michigan Beach. The group successfully petitioned for a referendum and the issue will be on the November ballot. Levengood announced that the Lake Charlevoix Association will be holding a poker run fundraiser at Sommerset Pointe on August 12<sup>th</sup>. On August 11<sup>th</sup>, the Lake Charlevoix Association will be having a Shoreline Landscaping and Water Quality Tour in Boyne City at Veteran’s Park at 4:30 PM. In addition, educational tours around

Lake Charlevoix on the Inland Seas yacht will be held on August 19<sup>th</sup>-20<sup>th</sup>. You can register online for both the poker run and the boat tours at the Lake Charlevoix Association website.

**Michael Buttigieg-** Took a sailing trip recently to Ludington, MI. Buttigieg also reported that he spotted a crop of Phragmites at the “stump dump” (Road Commission) property on M-66. He asked Levensgood if the Lake Charlevoix Association was aware of it.

**Patrick Howard-** Informed us that Melrose Township signed a contract for a new tanker truck for the Fire Department. Howard said they have a sinking fund they use to purchase new fire trucks rather than seeking millages. He said the State of Michigan has increased training requirements for volunteer rural firefighters, which makes it difficult to get enough volunteers to work. The Melrose Township Fire Department had a presence at the Flywheelers and will also be present at the upcoming Polish Festival in Boyne Falls. Howard said that the Chandler, Melrose and Boyne Valley Fire Departments work together to make up a full fire department. He described how challenging it is with such a limited number of volunteers to have adequate staffing at times when one or more firefighters are away at family functions.

**Ron Van Zee-** Mentioned the weather has been hot and dry. He said there will be some changes in Hayes Township with new members on the Township Board later this year. Bay Township has been working on proposed text amendments regarding accessory buildings on vacant land. Bay Township is also working on proposed text amendments for accessory dwellings, given the limited amount of affordable housing in the area. Van Zee had mentioned Lavendar Hill Farm has new owners and the new owners have had a busy season so far and have made a lot of changes on the property. The owners have applied for a special use permit to host special events on their property in the future. Bay Township has also been working on text amendments regarding outdoor wood boilers, which will include what materials can and cannot be burned in them. Van Zee also mentioned that most of the parcels that have been recently split have been predominately residential waterfront properties.

**Dennis Jason-** Had attended the Northern Lake Michigan Islands Collaborative meeting on Beaver Island on August 2<sup>nd</sup>. The DNR (Department of Natural Resources) has been working with local officials and residents on the Island on various issues pertaining to invasive species, fishing, camping, trails, hunting, and cultural preservation. Committees have been formed to work on each of these topic areas. A good plan has been developed and now they’re in the process of implementing the plan. A variety of people showed up for the event. Jason and Tidmore represented the County. The Little Traverse Bay Bands of Odawa Indians was also involved; they’re working on the cultural aspects of the plan. Jason also reported that Phase 1 of the Boyne City to Charlevoix Non-Motorized Trail has been completed except for a few minor details, but overall the trail has been getting great reviews. He said the County needs to have a formal dedication ceremony, which should take place at the next County Parks Committee meeting.

### **County Commissioner Comments**

Commissioner Reinhardt said a committee of the Charlevoix County Farm Bureau would probably be at the next Planning Commission meeting to discuss the issue of purchase of development rights (farmland and open space preservation). Reinhardt also commented on the Septic Question Report by the Tip of the Mitt Watershed Council, noting that the local Farm Bureau supports requiring point of sale inspections, but not routine inspections every three years

for septic systems. Levengood encouraged Reinhardt to have Farm Bureau share their comments and concerns with the Tip of the Mitt Watershed Council. Reinhardt reported that East Deer Lake Road and Korthase Road have the first layer of asphalt down. The new culvert is installed on Ellsworth Road. The second layer of asphalt will be applied on East Deer Lake Road and Korthase Road before the first layer for Ellsworth Rd. East Deer Lake Road will have wider shoulders as well. Right now, they're installing concrete curbs on Ellsworth Road. Discussion took place regarding the East Jordan School millages; the millage renewal passed, but the new millage for school building improvements didn't pass. Reinhardt also said he was pleased the Jordan Valley EMS Authority was doing well.

### **Staff Comments**

Kiersten reported on the following Planning Department activities in July:

- Boyne City to Charlevoix Trail project
  - Phase 1
    - Dedication ceremony will be on Thurs. September 1<sup>st</sup> at 11:00 a.m. near the entrance to Young State Park. Kiersten said they're trying to line up guest speakers for the event. Jim Bauman from the Boyne Area Chamber of Commerce and Michael Cain the City Manager of Boyne City have been asked to speak. DNR (Department of Natural Resources) Staff will also be attending the ceremony.
  - Phase 2
    - All required documents submitted to DNR; the DNR gave the go-ahead to initiate the construction bidding process
    - Anticipated bid letting is September 2<sup>nd</sup>
- Attended Parks Committee meeting on July 18<sup>th</sup>
- Parks Director is in the process of requesting County Board approval to give a little over \$10,000 out of this year's Parks Department budget to the Lake Louise Christian Community to assist with abatement efforts for the Eurasian Milfoil on Thumb Lake; moving forward, the County plans to annually budget funds in the Parks Department budget for this purpose
- Parks Director has budgeted funds in next year's Parks Department budget for wireless Internet service at Whiting Park, which is intended for people staying at the campground or attending an event at one of the park buildings
- Working with the Equalization Department to assist Charlevoix Township and Eveline Township with updating their zoning maps
- Prepared materials for tonight's meeting

## **VI. Townships, Cities, MDEQ & Corps of Engineers Items**

### **Eveline Township Proposed Zoning Text Amendments**

Kiersten said Eveline Township is proposing to amend Article 4 General Provisions, Section 4.25 Accessory Structures of the Eveline Township Zoning Ordinance. She explained that, according to the Township, the impetus behind the proposed changes was to simplify the setback requirements for accessory structures. Kiersten went over the Planning Department Staff Review. She described the proposed amendments to increase the required front setback and change the screening requirements for non-agricultural accessory structures in the Single Family Residential District. A few minor wording revisions were proposed as well. Kiersten suggested some changes to the proposed amendments.

MOTION by Michael Buttigieg to recommend approval of the proposed text amendments to the Eveline Township Zoning Ordinance, with the changes outlined in the Planning Department Staff Review. Ron Van Zee seconded the motion. Voice vote: all in favor. Motion passed.

## **VII. Any Unfinished County Business**

Larry Levensgood said the Farmland & Open Space Preservation Ordinance should be reviewed in preparation for discussion with Farm Bureau. Kiersten said she would email a copy of the ordinance to Commission members prior to the next meeting.

In regard to the Septic Question Report discussed earlier, Michael Buttigieg commented that septic systems that pose a threat near bodies of water should have periodic inspections.

## **VIII. Adjournment**

MOTION by Dennis Jason to adjourn the meeting. Bob Tidmore seconded the motion. All members were in favor of the motion. Motion passed.

Chairman Jason adjourned the meeting at 8:15 p.m.

Respectfully Submitted By,

Robert L. Tidmore  
Secretary

RLT/kc