



CHARLEVOIX COUNTY PLANNING COMMISSION

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Approved Meeting Minutes July 2, 2015

I. Call to Order

Chairman Jason called the meeting to order at 7:00 pm in the Commissioners' Room at the Charlevoix County Building.

Members present: Dennis Jason, Bob Draves, Larry Levensgood, and Ron Van Zee

Members absent: Bob Tidmore, Michael Buttigieg, and Patrick Howard (all excused)

Others present: Kiersten Stark (Planning Coordinator), Lora Manning (Administrative Technician), Ron Reinhardt (County Commissioner Liaison), and Beth Gohs (Boyeton City Gazette)

II. Approval of Agenda

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

III. Public Comments Unrelated to Agenda Items

None

IV. County Business Items

Approval of Minutes of June 4, 2015 Meeting

As there were no objections or corrections, the minutes of the June 4, 2015 meeting were approved as presented.

Correspondence and Communications

Kiersten reviewed the following correspondence and communications:

- Registration flyer for "Protecting Michigan's Inland Lakes" workshop to be held in several locations, including North Central Michigan College in Petoskey on August 6th

- “Framework for Our Future: A Regional Prosperity Plan” summary booklet from Networks Northwest; a reference copy will be kept in the GIS & Planning Department; it’s also available online at the Networks Northwest website
- “Framework for Growth and Investment in Northwest Michigan: 2015 Comprehensive Economic Development Strategy” from Networks Northwest; a reference copy will be kept in the GIS & Planning Department; Kiersten will check with Networks Northwest to see if it will be available on their website

Planning Commission Comments

- **Ron Van Zee:** * Participated in the Urban Agriculture webinar. * Attended Mary Campbell’s retirement open house in Boyne City. * Both Hayes and Bay Townships are busy with zoning permits. * Hayes Township Planning Commission will be finalizing proposed text amendments to their Zoning Ordinance
- **Larry Levensgood:** * Took a trip to Beaver Island, sponsored by the Beaver Island Boat Company to enhance business relationships between Charlevoix and the Island. * Household Hazardous Waste Collection Event in June was successful, with 438 vehicles dropping off items to be recycled. * The Lake Charlevoix Watershed Steering Committee meeting was held on June 18th and included a presentation by Tip of the Mitt Watershed Council on compiling data for their Lake Charlevoix tributary study. * Attended the webinar on “Refresher on Making Effective Meetings Happen” on June 18th. * Attended the Lake Association Summit on June 22nd, the purpose of which was to get representatives from all the area lakes together to discuss common issues; the program included presentations by the Coast Guard, Enbridge Energy, and the Michigan Department of Environmental Quality (MDEQ). * Attended Michigan Department of Natural Resources (MDNR) Strategic Planning Meeting for Fisherman’s Island State Park; for planning purposes, they divided the park into zones, and discussed a number of topics. * Worked a couple of days at the Farmers Market in Charlevoix. * Attended the *Inland Seas* educational boat tour on Lake Charlevoix on June 30th, sponsored by Tip of the Mitt Watershed Council and MSU Extension
- **Bob Draves:** * Also attended the webinar “Refresher on Making Effective Meetings Happen”. * Also attended the *Inland Seas* boat tour on Lake Charlevoix. * Jordan Valley Emergency Medical Services (EMS) Authority is moving forward and they’re still working with the City of East Jordan on lease agreement terms
- **Dennis Jason:** * Also attended the webinar on “Refresher on Making Effective Meetings Happen”; he learned that minutes can be approved without a motion if there are no objections. * Parks Committee: Addressing the issue of stagnant water pools and vegetation overgrowth on the beach at Whiting Park; the Parks Department has applied to the MDEQ for a permit for beach grooming; June

meeting was held at Thumb Lake Park and included a boat ride on Thumb Lake to observe the invasive plant Eurasian Water Milfoil. * Discussed the possibility of providing wireless Internet service at the Whiting Park campground in the future. * Construction on Ferry Road to pave the shoulders on both sides from Peninsula Road to the Ironton Ferry will begin after the July 4th holiday.

County Commissioner Comments

Commissioner Reinhardt shared the following comments:

- Board of Commissioners travelled to Beaver Island for their last meeting and viewed possible locations for the multi-use county facility for the Sheriff's Office, Transit, and the Road Commission; only one Island resident attended the meeting
- Ellsworth, East Deer Lake, and Korthase Roads are slated for improvements, with the Road Commission to receive an advance of \$2 million from the Board of Commissioners next year
- Board of Commissioners has not yet discussed where the previously designated \$50,000 local match for the proposed Whiting Park boat launch will go since the County's grant application to the Michigan Waterways Commission was unsuccessful this year

Staff Comments

Kiersten reported on the following Planning activities during the month of June:

- Eight applications were received from local units of government for Parks Millage Fund Appropriations by the July 1st application deadline
- Received an email from Bob Tidmore that there is now a radio station (WVBI) on Beaver Island, which went live last week; it's a low power station so it only transmits to the Island
- Boyne City to Charlevoix Trail – Phase 1: The Michigan Department of Transportation (MDOT) may be ready for bid-letting in August or September, with tree clearing in late fall or winter, and construction possibly next spring
- Also participated in the webinar on “Refresher on Making Effective Meetings Happen”
- Also attended Mary Campbell's retirement open house
- Future Land Use Plan Survey has had 80 responses so far
- Assisting Parks Committee by researching potential Wi-Fi options for Whiting Park
- Would like to know what Commission members think about including the Pledge of Allegiance at the beginning of the agenda for our monthly meetings; there were no objections
- Larry Levensgood asked about the Lake-to-Lake Trail project; Kiersten said she will check with the Charlevoix City Planner, and provide a status update at the next meeting

V. Townships, Cities, MDEQ & Corps of Engineers Items

Boyne Valley Township Proposed Rezone (Schoener)

Kiersten said the property owner is requesting a rezone from the current Rural Residential (RR-1) district to the Commercial (C-2) district. Kiersten presented her Staff Review, noting that the proposed Township Master Plan designates this parcel as Industrial. However, given the existing single-family homes directly across the road to the south, commercial uses would be more compatible than industrial uses on the subject property. She noted there may be a need for some screening/buffering along the property boundaries of the subject parcel depending upon the particular commercial use established there, in order to minimize potential land use conflicts with the nearby residential uses. However, since some of the adjacent parcels are already zoned Commercial (C-2) or Industrial, the proposed rezoning to C-2 would be appropriate. Kiersten noted that the proposed rezoning would create an isolated RR-1 zoned parcel to the north. Since this parcel already has a commercial use (storage units) on it, and it is designated Commercial on the proposed future land use map, Kiersten asked if the Township had considered also rezoning this parcel to C-2.

MOTION by Bob Draves, seconded by Larry Levengood, to recommend approval of the proposed rezone, with the suggestion that the Township may also want to consider rezoning the RR-1 parcel to the north to C-2. Voice vote: all in favor. Motion passed.

Boyne Valley Township 2015 Master Plan Draft

Kiersten presented the Staff Review on the proposed Master Plan. Comparing the proposed future land uses in Boyne Valley Township with the planned uses in the surrounding Townships and Boyne City, she did not foresee any potential land use conflicts along the shared borders. Kiersten also did not see any conflicts between the proposed Township Master Plan and the County Future Land Use Plan.

She reviewed specific comments listed in the Staff Review regarding some of the maps as well as the future land use category descriptions in Chapter 7. Discussion took place regarding the area in the northwest corner of the Township bordering the City of Boyne City and how it is depicted on the future land use map. Jason said this area is under a Public Act 425 Agreement between the Township and the City.

Kiersten said the Goals & Objectives in the plan were well done. There was also good participation by both the Village and the Township in the planning process, noting that local officials compiled the history of the Township and the Village for the plan. Van Zee agreed. Levengood said Kiersten did a particularly good job with the Staff Review. Draves said we are all working with “like-minded” people in the planning process and he wondered if a fresh perspective could be useful when the Commission reviews proposed Township or City master plan updates, possibly a presentation from the Antrim-Charlevoix-Kalkaska Board of Realtors as to current trends and needs for zoning and land use. Kiersten said, ideally, current trends and land use needs are identified and discussed at the local level as part of the plan development process. Van Zee felt the community survey gives us some insight as well.

MOTION by Larry Levengood, seconded by Ron Van Zee, to recommend approval of the proposed Boyne Valley Township 2015 Master Plan and to send the GIS & Planning Department Staff Review to the Township for their consideration. Voice vote: all in favor. Motion passed.

MDEQ Public Notice - MDNR (Young State Park)

Commission members and Staff reviewed the MDEQ public notice for the permit application submitted by the MDNR to place fill in fifteen separate wet and mucky areas along an existing hiking trail in Young State Park to make the trail usable. According to the application, Park Staff would do the work themselves and use fill already on the property. Van Zee and Levengood both emphasized the need for this project. The consensus of the Commission was to make no comment.

MDEQ Public Notice – Charlevoix County (Whiting Park)

Commission members and Staff reviewed the MDEQ public notice for the permit application submitted by Charlevoix County to fill, grade and groom an area of the beach in the day use area at Whiting Park to remove stagnant pools of water and vegetation growth. Park staff would do the labor, and the need for this project was largely in response to the results of the Recreation Plan survey. Jason noted that he is also on the Parks Committee and would abstain from voting on this item. Levengood moved to recommend approval of the project, but withdrew his motion because Kiersten pointed out that she didn't think we should comment on this project to the MDEQ because we're the applicant under the umbrella of "Charlevoix County". Kiersten stated that this item was included on the agenda for informational purposes and discussion as opposed to comment to the MDEQ. Commission members agreed and made no comment.

VI. Any Unfinished County Business

None

VII. Adjournment

MOTION by Ron Van Zee, seconded by Dennis Jason, to adjourn the meeting at 8:32 pm. All members were in favor of the motion. Motion passed.

Submitted by:

Lora Manning
Administrative Technician

On behalf of:
Robert L. Tidmore
Secretary