



## CHARLEVOIX COUNTY PLANNING COMMISSION

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301 State Street  
Charlevoix, Michigan 49720  
(231) 547-7234  
planning@charlevoixcounty.org

### Approved Meeting Minutes October 1, 2015

#### **I. Call to Order**

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

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

Members absent: Bob Draves (excused)

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

#### **II. Pledge of Allegiance**

Dennis Jason led the Planning Commission in reciting the Pledge of Allegiance.

#### **III. Approval of Agenda**

MOTION by Larry Levensgood, seconded by Ron Van Zee, to approve the tentative agenda as presented. Voice Vote: all in favor. Motion passed.

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

None

#### **V. County Business Items**

##### **Approval of Minutes of September 3, 2015 Meeting**

Motion by Larry Levensgood, seconded by Michael Buttigieg, to approve the minutes as presented. Voice Vote: all in favor. Motion passed.

## Correspondence and Communications

- DEQ notice of post closure inspection at Cedar Ridge Recycling and Disposal Facility in Eveline Township; the facility appeared to be in compliance
- DEQ notice of inspection at the Waste Management Charlevoix transfer station, which appeared to be in compliance; the facility is currently leased by St. Marys Cement, Inc. to store source-separated plastics used as fuel in the cement-making process
- DEQ notice of inspection of the St. Marys Cement, Inc. landfill, which appeared to be in compliance
- DNR press release regarding Public Input Session on October 12, 2015 from 5:30 to 7:30 p.m. at the Charlevoix Public Library to discuss the DNR's proposed management plan for Fisherman's Island State Park
- DNR email announcing the Northern Lake Michigan Great Lakes Islands Collaborative Inaugural Meeting to be held on October 13, 2015 from 2:00 to 6:00 p.m. at Peaine Township Hall
- The next MSU Extension Master Citizen Planner webinar will be held on October 15<sup>th</sup> from 7:00 to 8:00 p.m. on the topic of New & Innovative Techniques in Park and Recreation Development Projects; 1 continuing education credit will be offered. Jason and Levengood are both interested in attending, but Kiersten will not be available to host the webinar at the County Building. Lora Manning was not certain if she would be available to host it, and will need to check her schedule; Kiersten will also contact Ross Maxwell (Parks Director) to see if he may be interested in the webinar and, if so, if he could possibly host it at Whiting Park; some of the Parks Committee members may also be interested in attending
- Charlevoix County Planners Forum flyer: The event will be held on Thursday November 5, 2015 from 5:00 to 9:00 p.m. at the Charlevoix Public Library; all Commission members would like to attend; Kiersten said she will be one of the speakers for the panel discussion regarding accessing information and resources on planning and zoning issues

## Planning Commission Comments

- **Ron Van Zee:** \*Both townships (Bay and Hayes) have been very busy, a lot of variance requests and special use permit applications in both townships. \* Met with Scott Rasmusson from the DEQ regarding potential improvements that residents of Pine Point Subdivision would like to make to the beach area used by the public at the end of Eastern Avenue in Hayes Township. Contrary to the DEQ's position in the past, Mr. Rasmusson seemed to feel that although there are wetland issues in this location, he'd prefer to see the desired improvements done at one beach at the road end rather than on several individual parcels. \* Buttigieg asked if there is a trend in all of the variance requests and special use permit applications. Van Zee stated the variance requests are virtually all on waterfront properties, but mostly to move closer to the rear lot line, away from the waterfront, and the special use permit applications are primarily for small home-based businesses.

- **Patrick Howard:** \*Doesn't have anything to report at this time.
- **Michael Buttigieg:** \* The "Gravel Grinder" bicycling event will be Saturday October 3<sup>rd</sup> and will have some international participants as well as individuals from many other states. \* Heard that the results of the state lamprey study are in and for the first time in decades the numbers are finally coming down.
- **Larry Levensgood:** \* Attended the Lake Charlevoix Steering Committee meeting last month; talked about installing fish shelters in Lake Charlevoix, and now there is an app for your cell phone to find the locations of the shelters. Some lakes are seeing an effect from the shelters and some are not. \* The Household Hazardous Waste Collection Event was held September 11-12 and appeared to be the biggest yet. Alison Adams, who is replacing Kelly Martin as the Conservation District Coordinator, also worked at the event. Levensgood feels she will do well and has a lot of enthusiasm for the position.
- **Bob Tidmore:** \* Beaver Island's big event last month was the collaborative meeting with representatives from several islands in Maine at which they discussed common issues and how best to address them. It was very informative, and participants identified the 3 primary issues of concern on our Island: marketing, telecommunications, and the Island economy. He felt it was very productive overall and they will continue working with this group in the future. \* DNR spoke to the Wildlife Club on the Island this past month. Discussed the bass numbers in the Archipelago and they are coming up. Bass tagged in the area are being found 40-50 miles away, with fish traveling between the Archipelago, the Traverse City area, and across to the Upper Peninsula. The DNR is not in favor of the fish shelters as they feel they don't necessarily help to increase the numbers, but instead simply get the fish to congregate, making them more easily accessible.
- **Dennis Jason:** \* Also attended the Beaver Island collaborative meeting and found it very informative. \* Attended the last Parks Committee meeting, and the non-motorized trail funding is not going well. The construction bids for Phase 1 came in and we were short roughly \$240,000. Phase 1 will go out for rebidding in January. Phase 2 will go out for bid in February. The Frey Foundation declined our grant application for Phase 3. Jason feels that the Parks Millage funds of \$100,000 could be better served by being put towards the trail as he feels this is the primary economic stimulus project the county has, and we need to look at whatever we can do to make this happen.

### **County Commissioner Comments**

Commissioner Reinhardt: \* Stated he's fine with the Parks Committee using any funds they have in their budget in any way they wish, towards parks or this trail; however, he will not personally support any means of taking general fund or millage funds allotted for

townships and applying it to the trail project. He has spoken to people and businesses in other areas and they all indicate it is the motorized hobbyists on ATVs, ORVs and snowmobiles that are spending money in their businesses and buying their gas, not the bicyclists. He feels we have a lot of people here who should be supporting that more as well. Bob Tidmore commented that on Beaver Island they are happy to see people and families frequently in town on golf carts and side-by-sides spending money and enjoying activities.

### **Staff Comments**

Kiersten Stark: \* She has been working with the Parks Department, heavily involved with the non-motorized trail and its grants and funding. It is very difficult to line up the funding sources to integrate the way they need to for this multi-phase project. She has recently submitted a grant application to the Community Foundation for \$52,000, which is a portion of the local match needed for Phase 3. She's also looking at other grant opportunities for this project. \* Parks Millage Work Group follow-up meeting was held today to discuss ways to fine-tune the application process. There will be an information session on the application process for township, city and village officials to be held on October 19<sup>th</sup> at 1:00 p.m. in the Pine Lake Room.

### **Reschedule November Meeting**

In order to avoid a scheduling conflict with the Charlevoix County Planners Forum on November 5<sup>th</sup>, the Commission rescheduled their next meeting for Wednesday November 4<sup>th</sup> at 7:00 p.m. in the Commissioners' Room. Kiersten said she hasn't yet scheduled the monthly meetings in any other location as that will take some time to arrange. She will also talk to Kevin Shepard, the County Coordinator, further about changing locations.

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

### **City of East Jordan Master Plan Draft**

Kiersten summarized the Planning Department Staff Review of the proposed City of East Jordan Master Plan. In comparing the proposed future land uses in East Jordan with the planned future uses in South Arm Township along the shared border, the only potential issue is northeast of the East Jordan Community Park where there is an existing residential area in the City bordering an existing Industrial area in South Arm Township. Although, at this time there doesn't appear to be any land use conflicts. She also had a few minor suggested changes, such as on page 36 regarding the location of the East Jordan Senior Center. The plan indicates that the Senior Center is located downtown in the Civic Center, but it is moving to a new location. The future land use map also poses some difficulty in distinguishing between some of the blue and gray shades (commercial and industrial categories), which they may wish to change. She also noted that the street scape photos included very few people and that adding a few more photos of people would further enhance the plan. Jason felt the plan was very well done, and they provided a very good explanation of the planning process. Levengood commented he

was somewhat surprised that the bridge seemed to be portrayed in a negative light, and he feels it is one of the city's more unique features.

MOTION by Dennis Jason, seconded by Larry Levengood, to send a letter to the City of East Jordan, stating their Plan was well done, and that no issues were found aside from those noted in the Planning Department Staff Review. Voice Vote: all in favor. Motion passed.

**VII. Any Unfinished County Business**

None

**VIII. Adjournment**

MOTION by Michael Buttigieg, seconded by Bob Tidmore, to adjourn the meeting at 8:20 p.m. All members were in favor of the motion. Motion passed.

Submitted by:

A handwritten signature in black ink that reads "Bob Tidmore". The signature is written in a cursive, slightly slanted style.

Robert L. Tidmore  
Secretary

RLT/llm