

Otsego County Planning Commission

Minutes for January 17, 2011

Call to Order: 6:02 pm by Chairman Stults

Pledge of Allegiance

Roll Call:

Present: Mr. Stults, Mr. Arndt, Mr. Hilgendorf, Mrs. Jarecki, Ms. Nowak, Mr. Mang, Mr. Borton

Absent: Mr. Klee, Mr. Colosimo

Staff Present: Mr. Ferrigan

Public Present: Mr. Gary Hendershot, Mr. Paul Hartmann

Mr. Ferrigan introduced new Planning Commission members, Mr. Paul Hartman, representing Elmira Twp. and Mr. Gary Hendershot, representing Hayes Twp.

Chairman Stults recognized Mr. Borton as the Board of Commissioner's representative for the Planning Commission and also thanked former Representative Erma Backenstose for her time and effort on the Otsego County Planning Commission.

Consent Agenda: None

Approval of minutes from October 18, 2010:

Chairman Stults requested further documentation of the discussion on the Dumpster Committee. He asked additional minutes be inserted in Page three (3) of the October 18 minutes to elaborate on this discussion. Grammatical/spelling errors were also asked to be corrected and Mr. Mang requested the addition of the following statement be inserted at the end:

The Commission asked the Dumpster Committee to review input and report back to the Planning Commission with any revisions the Dumpster Committee deems appropriate.

Motion made to approve minutes as corrected by Mr. Borton; Seconded by Mr. Mang.

Motion approved unanimously.

Chairman Stults commented on the importance of accurate minutes. Mr. Borton remains Planning Commission secretary and minutes will be sent to him for review and then forwarded to all other members. Minutes should be sent within eight (8) business days.

Public participation for items not on the agenda: None

Unfinished applicant business: None

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Public Hearings: None

Unfinished Commission Business:

1. Meeting Schedule:
Mr. Ferrigan addressed the Commission on the status of the Building/Zoning Department. He discussed the change in personnel, permit fees and meeting schedules for the Planning Commission. Permit fees remain with the addition of an application fee. Meetings will be scheduled as needed in addition to the four (4) required per year.
2. Assisted Living Facilities:
Mr. Arndt, Mr. Ferrigan and Chairman Stults will meet to work on the language of the finished research to fit into the ordinance with references to other statutes.
3. Sign Ordinance:
Mr. Ferrigan is in the process of compiling notes from the Gaylord Area Cooperative Planning Committee in comparison to Gaylord's Stand Alone Ordinance and will be brought before the Planning Commission.
4. Dumpsters:
The Dumpster Committee will meet Tuesday, January 18, 2011, 10:00 am at the downtown courthouse.
5. MUZ (Multiple Use Zoning):
Duane Huffman, Chairman of the Zoning Board of Appeals has input from Otsego Lake Township and will obtain input from Charlton Township when their Planning Commission is in place.
6. Large Tract Forestry:
Master Plan goal
7. Purchase and Transfer of Development Rights:
Master Plan goal
8. Rental of Vacation Homes (water front):
Mr. Ferrigan will continue to address the subject to possibly include it in Article 15/Lots Near Water section of the Zoning Ordinance.
9. Mining Section 18.25:
Mr. Ferrigan will get the draft with current changes made out to members of the Planning Commission for input from all.
10. Private Roads:
Mr. Ferrigan suggested simple language for private roads to include road width, height clearance and turnaround area for emergency vehicles.

Chairman Stults suggested amending the section of the ordinance that deals with private roads to include a simple definition. Mr. Ferrigan is responsible for the definition.

Mr. Colosimo arrived 7:13 pm.

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11. Possible Joint Training Session with Planning Commission and Zoning Board of Appeals:

Chairman Stults discussed an article given to Mr. Ferrigan about the responsibilities of a Planning Commission member, Zoning Board of Appeals member and a Board of Commissioner member as it was related to land use and zoning. Mr. Ferrigan will forward the article to all members.

Mr. Mang suggested training classes from MSU.

Chairman Stults added MTA offers classes during the summer and the MSU Citizen's Planner Program is available online.

Mr. Arndt suggested members offer help to each of their own township's Planning Commission dealing with planning and zoning issues.

Mr. Colosimo recommended the training through MTA.

Members agreed to work toward a joint training session with the Zoning Board.

12. Interstate Exchange District:

Otsego Lake Township Planning Commission has worked on language as part of their Master Plan.

13. I.D. Badges for Planning Commission Members:

Mr. Ferrigan will bring the camera to the next scheduled meeting to create Otsego County identification badges for all Planning Commission members.

New Business:

Chairman Stults stated the Zoning Board of Appeals needed a Planning Commission representative. Motion was made to reappoint Mr. Stults by Mr. Hilgendorf; Seconded by Mr. Borton.

Motion approved unanimously.

Chairman Stults asked if anyone was interested in joining the Capital Improvement Committee. Mr. Arndt showed interest. Chairman Stults appointed Mr. Arndt.

Mr. Ferrigan recited the list he is currently working on and requested guidance from the Planning Commission to set priorities for this list. The list is as follows:

1. Article 15
2. Section 18.33
4. Check list for members for site approval
4. Non conforming structures/Rebuilding thereof
5. Private roads
6. Sign ordinance

Chairman Stults suggested working on the above items and return for additional guidance when progress has been made.

Reports and Commission Member's Comments: None

Adjournment: 8:06 pm by Chairman Stults