

**OTSEGO COUNTY
PLANNING COMMISSION**

**AGENDA
December 17, 2012
6:00 PM**

MEETING WILL BE IN THE PLANNING AND ZONING MEETING ROOM LOCATED AT 1066 CROSS STREET.

1. CALL TO ORDER
 2. ROLL CALL
 3. PLEDGE OF ALLEGIANCE
 4. APPROVAL OF MINUTES: From November 19, 2012 meeting.
 5. CONSENT AGENDA: None
 6. PUBLIC PARTICIPATION FOR ITEMS NOT ON THE AGENDA:
(Please identify yourself for the record. All comments will be limited to two (2) minutes)
 7. PUBLIC HEARINGS: None
 8. ADVERTISED CASES: None
 9. UNFINISHED COMMISSION BUSINESS:
 - a. Article 14 Schedule of Dimensions, AR/Agricultural Resource / FR/Forest Recreation set-back requirements
 - b.
- * Suspend the rules to allow a report from the Executive Committee***
10. NEW BUSINESS:
 - a. Prioritized Planning Commission 2013 Objective List
 - b.
 11. REPORTS AND COMMISSION MEMBER'S COMMENTS
 12. ADJOURNMENT

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PROPOSED Minutes for November 19, 2012/Regular Meeting

Call to Order: 6:00 pm

Pledge of Allegiance

Roll Call:

Present: Chairperson Stults, Secretary Borton, Mr. Hilgendorf, Mr. Brown, Ms. Nowak, Mrs. Jarecki, Mr. Klee, Mr. Hartmann, Mr. Hendershot, Mr. Hilgendorf, Mr. Mang
Absent: Vice Chairperson Arndt

Staff Present: Mr. Ferrigan, Ms. Boyak-Wohlfeil

Public Present: None

Approval of minutes from October 22, 2012:

Motion made to approve minutes as corrected with the addition of identifying the purpose of the Public Hearing by Mr. Hendershot; Seconded by Mr. Klee.

Motion approved unanimously.

Consent Agenda: None

Public participation for items not on the agenda: None

Public Hearing: None

Advertised Cases: None

Unfinished Commission Business:

- a. Article 14 Schedule of Dimensions, 14.1 Table 1

Chairperson Stults stated the new table was not changing the ordinance; Additional columns were included for future use of the Highway Interchange Zoning District and Multiple-use Zoning District.

Motion made to recommend to the Otsego County Board of Commissioners for adoption of the proposed Article 14 Schedule of Dimensions, item 14.1 Table 1 by Mr. Hilgendorf; Seconded by Mr. Mang.

Motion approved unanimously.

- b. Section 18.27 Parking

Chairperson Stults stated the Otsego Lake Township Planning Commission proposed to revise the Ordinance to support the use of the Highway Interchange Zoning District and said it is not trying to make changes in the parking requirements that are not directly related to the proposed Highway Interchange District.

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Mr. Ferrigan stated Vice Chairperson Arndt had expressed concerns over Section 18.27 Parking prior to the meeting but Mr. Ferrigan felt their concerns related more to Ordinance language and not to the Highway Interchange Zoning District. He felt Bagley Township should propose those separately to this amendment.

Mr. Mang suggested adding a reference to the agenda for items discussed at previous meetings as a reminder to Planning Commission members.

Motion made to recommend to the Otsego County Board of Commissioners adoption of the revised Section 18.27 Parking to the Otsego County Zoning Ordinance by Mr. Hartmann:
Seconded by Mrs. Jarecki.

Motion approved unanimously.

c. Agricultural Resource: AR/Forest Recreation: FR setback requirements

Mr. Brown stated the Charlton Township Planning Commission had recommended setbacks in the FR/AR districts be the same as surrounding districts.

Mr. Ferrigan stated he did not believe this was in conflict with the Otsego County Master Plan

Chairperson Stults requested Mr. Brown put forth a new motion being more specific as to the district setbacks he was proposing to match.

Mr. Brown rescinded his previous motion regarding setbacks in the FR/AR district; Seconded by Ms. Nowak.

Rescission passed unanimously.

Mr. Brown agreed to the request of bringing a new motion to a future meeting.

New Business:

a. 2013 Meeting Schedule

Mr. Ferrigan presented the Planning Commission members with a new meeting schedule for 2013.

Motion made to adopt the 2013 Planning Commission meeting schedule by Secretary Borton;
Seconded by Mr. Brown.

Motion approved.

b. Michaywe' Boundary

Chairperson Stults stated rezoning in areas surrounding Michaywe' had begun in 2006-2007. The project is in the process of being completed. He also stated Michaywe' Home Owners Association was behind the process for rezoning this area.

Mr. Ferrigan printed maps for the members and stated the campground, owned by Up North Camping LLC highlighted red on the map, would remain zoned PUD/Planned Unit Development

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and the remaining blue highlighted properties should be zoned RR/Recreation Residential, to match the surrounding areas. He worked to verify all the other parcels had been zoned correctly. Mr. Ferrigan also stated this was an item on the 2012 Objective List for the Planning Commission.

Chairperson Stults explained this was an update and once all the paperwork was finished, public notices would be published and public hearings scheduled.

Reports and Commission Member's Comments:

Appointment of Capital Improvement Committee 2014-2019

Chairperson Stults stated a new committee had been appointed with two (2) members from the Planning Commission volunteering.

Executive Committee-Chairperson to call a meeting in December for the purpose of establishing 2013 planning commission priorities.

Chairperson Stults requested the Planning Commission members complete their 2013 Objective List and return to the Land Use Services Department by December 1, 2012. He would then setup an Executive Committee meeting in early December to establish a list of priorities or objectives to be brought back to the Planning Commission as a whole. Everyone was welcome to attend.

Mr. Ferrigan stated the Otsego County Zoning Ordinance had been hyperlinked to ease the process of moving within the Ordinance. In doing so, errors had been discovered and a list was being compiled to be brought before the Planning Commission as changes in the future.

Mr. Ferrigan stated the process for relocating the Land Use Services Department was underway. The process for ticket violations is finally being smoothed out and is moving forward.

Adjournment: 7:07 pm

Christine Boyak-Wohlfeil, Recording Secretary

Ken Borton, Planning Commission Secretary

Proposed motion for setbacks in FR/Forest Recreation and AR/Agricultural Resource zoning districts:

I move that the minimum front setback for FR/Forest Recreation and AR/Agricultural Resource zoning districts of fifty (50) feet be changed to twenty-five (25) feet, minimum side setback of twenty (20) feet be changed to ten (10) feet and minimum rear setback of forty (40) feet be changed to thirty (30) feet as stated in Article 14/Schedule of Dimensions. This motion is made to have these setbacks be the same as in the R1/ Residential, R2/General Residential, R3/Residential Estates and RR/Recreation Residential zoning districts.

| OBJECTIVE | INTENT | COMMENTS |
|---|--|----------|
| 1. Upgrade Wireless Communication Equipment | A necessity to bring the Zoning Ordinance into compliance with a revision made to the Zoning Enabling Act. | |
| 2. Mining Revisions/18.25 | This item has been sent to the Townships for their final review and should be back to the Planning Commission in January 2013. | |
| 3. Michaywe' Boundary/Underlying Zoning | Completion of work started by the Planning Commission in 2007 to clearly define the border of the Michaywe' PUD and the surrounding parcels. | |
| 4. Joint Session With the ZBA | A joint meeting between the two bodies for general discussion as to what each body should expect from the other. | |
| 5. Minimum Size of Dwelling/Article 14, Table 1 | Develop Zoning Ordinance language that is consistent with the State of Michigan residential building code. Joe will provide building code language. | |
| 6. Agricultural Equipment Auctions | Add specific language to Article 18 concerning AG equipment auctions. | |
| 7. Lots Near Water | The intent is to more clearly define the set-backs on properties that border water within Otsego County; protecting our waters while still allowing property owners the ability to use their property. | |
| 8. Clean-up Ordinance / Continuance | A project Land Use is currently and continuing to work on. Information will be provided as necessary when public hearings or recommendations to the Board of Commissioners is required. | |
| 9. Highway Interchange | Completing the review of the remaining language for this proposed additional zoning district and send to Townships for their review and written comments. | |
| 10. B2, B3 Zoning District/B1(?) | Jeff Ratcliff and Joe Ferrigan will provide a study on the available B2 & B3 properties and whether or not any changes in zoning designation are necessary. | |
| 11. Recreational Equipment | Review the storage of recreational equipment/Review the issuance of camping permits for temporary living in recreational equipment | |
| 12. Private Roads/Emergency Vehicle Access | Develop very basic requirements for private roads within Otsego County to insure access is available to all emergency vehicles. | |
| 13. Sign Ordinance/18.38 | Review of current sign language, temporary placement of banners and other types of signage. | |
| 14. Fences/18.10/Game Farms | Review of the placement of fences in relation to road right-of-ways, vehicles backing or pulling onto a roadway. | |
| 15. Multi-Use Zoning District | Paul Hartman is making contact with Elmira Township to see what action the County Planning Commission needs to take in 2013. (Also recommended in the 2009 Otsego County Master Plan) | |

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| 16. Overlay District Pigeon River | This is a recommended action of the 2009 Otsego County Master Plan. The idea is to develop special development conditions to ensure the protection of the unique characteristics of the Pigeon River Country Area. | |
| 17. Non-Conforming Structures/Revise 18.26 | Commissioner, Bruce Brown, would like language developed that will insure property owners the ability to reconstruct their residence in the event of a natural disaster without requiring board approval. | |
| 18. Purchase and Transfer of Development Rights | This was a recommended action in the 2009 Otsego County Master Plan, designed for the protection of forestlands and open space. | |
| 19. Large Tract Forestry Zoning District | This was presented with the idea of developing Ordinance language that would protect large parcels from being split up into small parcels, protecting the "up north nature" of Otsego County. | |
| 20. Rental Homes/Short term/Add Conditions to Article 18 | Review current Ordinance language and possibly develop new language regarding the short term renting of homes within the county (properties being rented as lake front retreats...). | |
| 21. Outdoor Wood-fired Boilers | Review EPA sample ordinance and other community's ordinance to see if language can be developed that will work within Otsego County. | |
| 22. Add Graphics to Zoning Ordinance | Land Use would like to add some graphics to the hyperlinked Ordinance so an individual can actually "see" what the Ordinance intends. (i.e., yard setbacks) | |
| 23. Enforcement Procedures | An on-going process, Land Use will be asking for your guidance as necessary throughout 2013. | |
| 24. Assisted Living Facilities | Will be brought forward by Randy Stuitt and Ken Arndt in 2013 | |