

Otsego County Planning Commission

Approved Minutes for May 16, 2016

Call to Order: 6:00pm by Chairperson Hartmann

Pledge of Allegiance

Roll Call:

Present: Chairperson Hartmann, Mr. Borton, Mr. Hilgendorf, Ms. Nowak, Mr. Klee, Mr. Caverson, Ms. Corfis, Vice-Chairperson Jarecki

Absent: Mr. Arndt, Mr. Brown

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

Public Present: Duane Hoffman, Elmira Township

Chairperson Hartmann announced Roberta Tholl, representative of Livingston Township has resigned and a new member has not been appointed yet. A quorum was present.

Vice-Chairperson Jarecki arrived 6:03pm.

Approval of minutes from: March 21, 2016

Motion made to approve minutes by Mr. Hilgendorf; Seconded by Ms. Nowak.

Motion approved unanimously.

Consent Agenda: None

Other: None

Public participation for items not on the agenda: None

Public Hearing: None

Advertised Case: None

Unfinished Commission Business:

1. MUZ/Multiple Use Zoning District/Proposed Scheduled of Dimensions

Chairperson Hartmann welcomed Duane Hoffman, Elmira Township and asked him to review the MUZ Zoning District and the *Schedule of Dimensions* presented.

Mr. Hoffman stated Elmira Township, along with a committee set up by the County, has been working on this language since 2006. Changes have been made over time by both bodies. Elmira held a public meeting notifying everyone within the area and had about ten (10) people attend. He stated the public input was positive concerning the district and the MUZ has been incorporated into Elmira Township's Master Plan. He presented the Schedule of Dimensions with the addition of the MUZ setback requirements.

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Vice Chairperson Jarecki questioned the clarity of the verbiage concerning the two (2) story requirement under 'Section 3 Development Requirements' of the Main Street MUZ.

Mr. Borton suggested changing the verbiage to read... '*unless the Otsego County Planning Commission determines a single story will not detract from the character and appearance of the Main Street MUZ*'.

The height requirement for wireless telecommunications towers will also be changed from '...one hundred (100) feet or less in height' to '...*one hundred fifty (150) feet or less in height*' to reflect the current proposed language concerning Personal Wireless Communications.

Vice-Chairperson Jarecki also questioned whether the definitions for courtyard, plaza and park should be added to Article 2 Section 2.2 Definitions of the Ordinance as well.

The definitions were referenced and read aloud; Commission members were in agreement and the definitions will be added to the proposed document.

Mr. Caverson questioned how this zoning district went into effect; if property would need to be rezoned.

Mr. Hoffman stated the Elmira 'downtown' M-32 area would be incorporated into the MUZ Zoning District all at once. A public hearing would be held and the district adopted.

Mr. Caverson asked if other areas were included in this zoning district.

Mr. Hoffman stated they had approached Johannesburg and the Village of Vanderbilt but they were not interested at this time.

It was stated the Future Land Use Map already included other areas in the MUZ Zoning District.

Chairperson Hartmann asked for a motion to send the language to townships.

Motion made by Mrs. Jarecki to send the proposed language for the MUZ/Multiple Use Zoning District with the addition of the three (3) definitions and minor corrections along with the *Schedule of Dimensions* to townships; Seconded by Mr. Hilgendorf.

Motion approved unanimously.

New Business:

1. Planning Commission By-Laws/Amended

The Planning Commission By-Laws were reviewed for changes to the meeting location and minor grammatical errors. As per Article XXI of said By-Laws, the amendment will be voted on at the next regular meeting.

2. Public Hearing Format/Discussion

A format for conducting public hearings and site plan reviews was presented and discussed as well as the Site Plan Review application process.

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Reports and Commission Member's Comments:

1. Otsego County Parks & Recreation report

Mrs. Jarecki distributed printed pamphlets for the Groen Nature Preserve listing the extended hours and the property's amenities. Parks & Recreation Director, Kyle Ryan has received the grant money for the DNR property for developing healthy activities to include people of all ages but is restricted from being used for playground equipment or grills for liability purposes; Uses of that nature would need to be provided by the County. There has been positive feedback on the new lighting installed at the Community Center and the season will wrap up June 8th, reopening in the fall. Tree removal is being proposed at the County Park, Mr. Ryan feels more advertising is needed to help fill vacancies there and a recommendation was made to the Board of Commissioners to fund the free County Park passes distributed to different entities by donations. The millage is set for the August election to bring in additional funding and Mr. Ryan presented a breakdown of how to utilize the monies.

Ms. Corfis stated Otsego Lake Township has worked their way up to chapter seven in their Master Plan.

Mrs. Jarecki stated Corwith Township has received response to their Trust Fund application stating the first step for the Gateway Community grant was complete. They are waiting to hear from the State on the remaining.

Mr. Borton stated things were well at the County; the fountain at the County building would be turned on as soon as weather permitted.

Discussion ensued concerning ballot items and State requirements.

Mr. Schlaud pointed out the notes on the public hearing format concerning the postponing of items on the agenda and requested the members review.

2. Leading Effective Board Meetings/Zoning Training

Adjournment: 7:29pm by Chairperson Hartmann

Ken Arndt; Secretary

Christine Boyak-Wohlfeil; Recording Secretary