

Otsego County Planning Commission

Approved Minutes for December 18, 2017

Call to Order: 6:00pm by Chairperson Hartmann

Pledge of Allegiance

Roll Call:

Present: Chairperson Hartmann, Vice Chairperson Jarecki, Mr. Borton, Mr. Hilgendorf, Mr. Brown, Mr. Klee, Mr. Bauman, Ms. Corfis

Absent: Mr. Arndt, Mrs. Norton, Mr. Caverson

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

Others Present: Rachel Frisch, Otsego County Administrator

Public Present: None

Approval of minutes from: November 20, 2017

Motion made to approve minutes as presented by Mr. Brown; Seconded by Mr. Klee.

Motion approved unanimously

Consent Agenda: None

Other: None

Chairperson Hartmann stated Mr. Mouch had requested a change in the agenda in order to speak before public comment.

Mr. Mouch stated Land Use will now provide a monthly enforcement report and building permit report for each township for review. He also stated he received input from three (3) townships thus far, Charlton, Hayes and Otsego Lake Townships, referencing the proposed language for Section 21.12 Home Occupation and Section 21.34 Restricted Uses. He provided ordinance language from other municipalities as well as general ordinance language from the International Zoning Code to help answer some questions the townships had. Lastly, he presented a rezone case that has been sent to township for review and three (3) special use permits pending additional information. He provided a hard copy of the By-Laws for all members and stated the meeting room had been rearranged for better conversation.

Mr. Borton stated he has received good feedback from the townships and *they* did not realize just how much work was being done on their behalf. The reports definitely reflected the extent of that work.

Rachel Frisch, Otsego County Administrator, stated she has received good feedback regarding Land Use Services as well. She stated December continued to be a busy month but things were going well for the County.

Public participation for items not on the agenda: None

Public Hearing: None

Advertised Case: None

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Unfinished Commission Business:

1 Section 21.33 Signs and Billboards – Review – *Proposed language changes – Send to Townships*

Chairperson Hartmann opened the discussion on the proposed language for Section 21.38.

Mr. Brown questioned the wording ‘*2½ times the length of the wall*’ under **Section 21.38.01.01.03, Condition 1**, Maximum Size. He did not think it was stated clearly.

Chairperson Hartmann stated the wording ‘*2½ times the length of the wall*’ referred to the *total area* of the sign not the length of the sign. He suggested adding square feet in place of total area.

Mr. Borton did not think adding square footage made it any clearer.

It was suggested a sample or even a picture be added to the section for clarification. A percentage of the wall was also suggested.

Mr. Mouch replied an algorithm could be added to the section.

After further discussion, it was decided to amend the wording to ‘*15% of the total area of the mounting wall*’.

Ms. Corfis stated the maximum size under **Condition 2** had been changed from 32 sq ft to 56 sq ft and questioned why.

Mr. Mouch stated surrounding counties had been researched and found a variety of larger signs were allowed in their business districts.

Chairperson Hartmann stated the current 32 sq ft did not seem large enough and after reviewing the information, the Committee felt 56 sq ft fell mid-range in what other municipalities required.

Ms. Corfis questioned the last sentence in **Condition 4**, stating it did not make sense and also the reduction in setback from the road-right-of-way.

Mr. Mouch stated it was private property and as long as any signage was not in the road-right-of-way, the Road Commission and MDOT did not have a problem with a 2’ setback.

It was decided to strike the last sentence in **Condition 4 Section 21.38.01.01.03** and again in **Regulation 04 of Section 21.38.01.01.04**.

Discussion continued on Section **21.38.04.07 Signs Prohibited** and the addition of ‘Vehicles and trailers are not *‘to be*’ used primarily as static displays...was decided.

Chairperson Hartmann asked for further discussion and then requested a recommendation.

Mr. Klee recommended the proposed language to Section 21.38 Signs and Billboards with additional changes be sent to Townships.

Members agreed unanimously.

New Business:

1. 2018 Planning Commission Meeting Dates

Chairperson Hartmann requested a motion to accept the meeting dates as presented.

Motion made to approve the 2018 Meeting Dates by Mr. Brown; Seconded by Mr. Hilgendorf.

Motion approved unanimously.

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Reports and Commission Member's Comments:

1. Otsego County Parks & Recreation report/Judy Jarecki

Mrs. Jarecki reported the Bear Basketball season would begin in January at the Community Center; the Parks Committee was still waiting on the appraisals for the two (2) parcels of land being considered as an addition to the County Park; and the Groen property was very close to being transferred.

Mrs. Frisch stated she had scheduled a meeting with the Groen Trust Fund attorney to sign the final papers Tuesday and would have them recorded at the Register of Deeds office on Wednesday to complete the transfer. The County owns 764 acres presently and the final phase will transfer the remaining 25 acres with the house and some historical logging structures and equipment. The Groen Trust Fund Board will remain in place to ensure all directives in connection to the donation are adhered to and to provide the funding as it is 100% funded by the Trust. The County will keep them updated on improvements to the property and seek their input to be sure Mr. Groen's wishes are met.

Mrs. Jarecki continued stating Mr. Ryan was gathering information for capital improvements and future projects for Otsego County Parks and Recreation; issues with the Alpenfest Parade and parking at the Dog Park were discussed and they were still waiting on delivery of the new Parks and Rec truck.

2. Land Use Services report/Jim Mouch

See previous comments.

Mr. Klee declined a reappointment for another term after approximately twenty years of service; Dover Township will need to reappoint another representative.

Mr. Brown stated he was pleased with the reports from Land Use and was surprised at the amount of work accomplished. He thanked the staff.

Mr. Bauman stated Livingston Township has implemented a survey for their Master Plan; it can be accessed online.

Mr. Borton stated he had attended the City Planning meeting and the case approved was for new construction on the City's south end of Old 27. The current Forward's Shell station and Schnapps & Hopps will be demolished and replaced with a larger building to incorporate both businesses along with a Subway. He stated he was impressed with the tone of the meeting and requested Mr. Jenkins be informed of future County Planning Commission meetings.

Mr. Hilgendorf stated a millage renewal for the University Center and M-Tech will be on the ballot next year but because Kirkland manages both, there will be only one proposal. And since the University Center is paid for and M-Tech was funded mostly by grant monies, the millage will be reduced from 1.21 mills to .98 mills.

Chairperson Hartmann thanked Mr. Klee for his years of service and adjourned the meeting.

Adjournment: 7:04pm by Chairperson Hartmann

Ken Arndt; Secretary

Christine Boyak-Wohlfeil; Recording Secretary