

# OTSEGO COUNTY PLANNING COMMISSION

September 15, 2014  
6:00 PM

**MEETING WILL BE IN THE PLANNING AND ZONING MEETING ROOM LOCATED AT 1322 HAYES ROAD**

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF MINUTES: From July 21, 2014 meeting
5. CONSENT AGENDA: None
6. OTHER:
  1. Appreciation plaque/Former PC Member Randy Stults
  2. Indoor archery as a Permitted Use for RR/Recreational Residential/Todd Seidel representing Brett Cook
7. PUBLIC PARTICIPATION FOR ITEMS NOT ON THE AGENDA:  
(Please identify yourself for the record. All comments will be limited to two (2) minutes)
8. PUBLIC HEARINGS:
9. ADVERTISED CASES:
10. UNFINISHED COMMISSION BUSINESS:
  1. AR/FR setbacks/Article 17 Schedule of Dimensions
  2. Otsego County Master Plan/Jim Hilgendorf report
  3. Otsego County Capital Improvement Plan/Paul Hartmann
  4. 2014 Objectives List/Update
11. NEW BUSINESS:
12. REPORTS AND COMMISSION MEMBER'S COMMENTS
  1. Otsego County Parks & Recreation report
  2. Lovell Master Plan update/Vern Schlaud
  2. Parliamentary Motions Guide/Zoning Training
13. ADJOURNMENT

# Otsego County Planning Commission

Proposed Minutes for July 21, 2014

**Call to Order:** 6:00 pm by Chairperson Hartmann

Pledge of Allegiance

**Roll Call:**

Present: Chairperson Hartmann, Vice-Chairperson Jarecki, Mr. Borton, Mr. Arndt, Mr. Brown, Ms. Nowak, Mr. Klee, Mr. Hendershot, Mr. Mang

Absent: Mr. Hilgendorf (*excused*)

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

Public Present: Dana Bensinger

Chairperson Hartmann introduced Nora Corfis as representative of Otsego Lake Township and welcomed her to the Planning Commission.

**Consent Agenda:** None

**Approval of minutes from June 21, 2014:**

Motion made to approve minutes by Mr. Brown; Seconded by Mr. Hendershot.

Motion approved unanimously.

**Other:** Dana Bensinger, Executive Director/Otsego County Community Foundation-presentation

Chairperson Hartmann introduced Dana Bensinger, executive director of the Otsego County Community Foundation and good friend.

Mrs. Bensinger stated she's held the position of executive director for the past three (3) years. The Foundation concept, to invest monies from local philanthropists to give back to the community, began a hundred (100) years ago and was a vision of Frederick Goff, an attorney and banker in the Cleveland area.

The Otsego County Community Foundation is twenty (20) years old and was associated with the Grand Traverse Regional Foundation until 2002 when it became independent. The monies for the Foundation come from local philanthropy wanting to donate for a specific fund or wish (e.g., scholarship, groups, cause...) or contribute to an existing fund to be distributed to local nonprofit organizations.

The Foundation currently has assets of \$3.3 million and has awarded \$135,103 in grants throughout the County in 2014. They have awarded \$13,000 in scholarships to eighteen (18) students and have received \$124,468 in contributions this year. The Foundation is nationally accredited and tries to meet the ever changing needs of the County.

**Public participation for items not on the agenda:** None

**Unfinished applicant business:** None

# Otsego County Planning Commission

Proposed Minutes for July 21, 2014

## Public Hearing:

*Article 2/Section 2.2 Definitions, Article 20/Section 20.2.6 Definitions*  
*The proposed revision of the definition of a 'service road' to the sections of the*  
*Otsego County Zoning Ordinance listed above.*

### Revised definition:

*Service Roads—Local roads that parallel an expressway or through street and that provide*  
*access to property near the expressway or through street*

Public Hearing: Open: 6:31 pm

Public Hearing: Closed: 6:31 pm

## New Business:

*Article 2/Section 2.2 Definitions, Article 20/Section 20.2.6 Definitions*  
*The proposed revision of the definition of a 'service road' to the sections of the*  
*Otsego County Zoning Ordinance listed above.*

### Revised definition:

*Service Roads—Local roads that parallel an expressway or through street and that provide*  
*access to property near the expressway or through street*

Motion made by Mr. Mang to recommend the revised definition of 'service roads' to the Board of Commissioners; Seconded by Mrs. Jarecki.

Motion approved unanimously.

## Unfinished Commission Business:

### 1. Master Plan review

Mr. Schlaud stated he had received an updated version of the Master Plan from Rick Duell at NEMCOG and a meeting was scheduled to review it Friday, August 1<sup>st</sup> at 9:00 am in the Land Use meeting room with the available members of the Master Plan Committee.

### 2. Otsego County Parks & Recreation report

Chairperson Hartmann stated Vice Chairperson Jarecki had volunteered for the position of representative to the Otsego County Parks & Recreation Committee.

Vice Chairperson Jarecki stated she attended her first meeting and reported the cabins at the County Park were a welcome addition and were already being reserved for next year. The fireworks were a success; a platform had been built to launch them from and the Committee had received notice from Charlevoix County their County Park would become non-smoking.

# Otsego County Planning Commission

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Proposed Minutes for July 21, 2014

She stated the floor at the Community Center had been replaced but the engineer had not discovered the source of the problem. It was unsure if the cracks in the tennis courts were related but they would also be repaired.

### 3. 2014-2019 Capital Improvement Committee

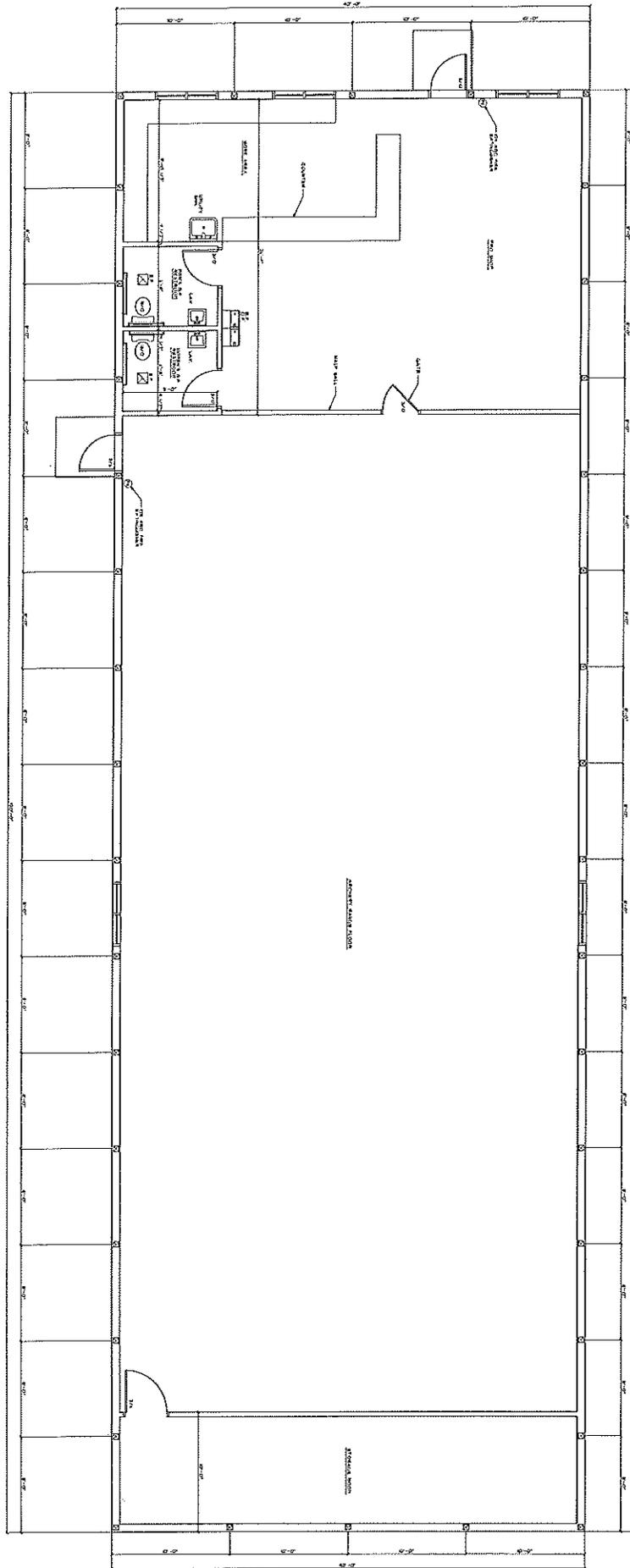
Chairperson Hartmann stated Mr. Brown had volunteered to fill the open position on the 2014-2019 Capital Improvement Committee and a meeting was scheduled for Monday, July 28<sup>th</sup> at 2:00 pm in the Land Use meeting room.

### Reports and Commission Member's Comments:

1. Sample Checklist to Guide Decisions on PUD's/Zoning Training

**Adjournment:** 6:50 pm by Chairperson Hartmann

Christine Boyak-Wohlfeil, Recording Secretary

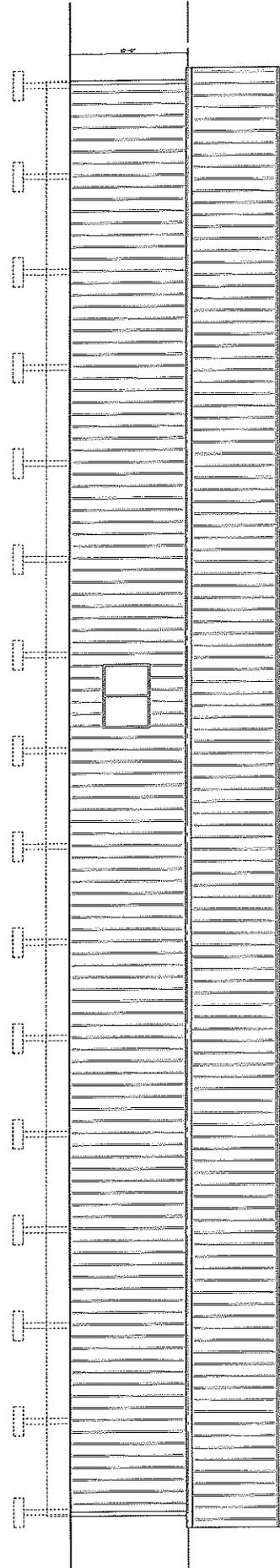


FLOOR PLAN

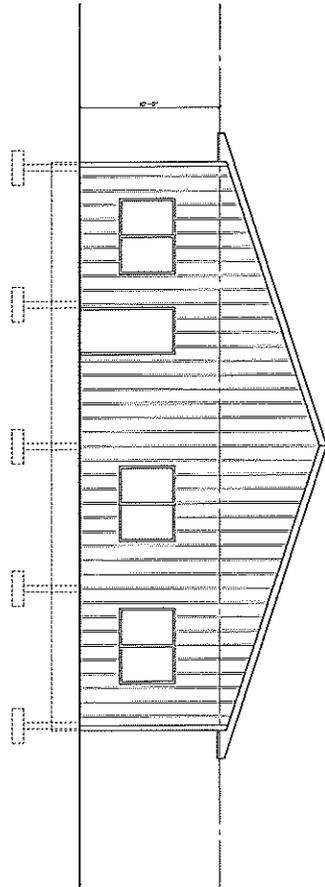


	PROJECT <b>ARCHERY RANGE BUILDING</b>	 <b>SEIDELL ARCHITECTS</b> <small>COMMERCIAL RESIDENTIAL INDUSTRIAL</small>	DRAWN BY T.L.S.	CHECKED T.L.S.	DATE 4/15/14	SHEET NO. 1	CITY GAYLORD, MICHIGAN
	PROJECT <b>NEW POLE BARN BUILDING</b>		APPROVED BY T.L.S.	OWNER REVIEWS 4/15/14	PRINT DATE	CITY	
STREET ADDRESS GAYLORD, MICHIGAN		114 S. COURT AVE., RT. 271 PO BOX 2022 232 GAYLORD, MICHIGAN 49734		PHONE (616) 721-6200 FAX (616) 721-6100			

SIDE ELEVATION



FRONT ELEVATION



A2

PROJECT  
 ARCHERY RANGE BUILDING  
 NEW POLE BARN BUILDING

14-052

STREET ADDRESS

GAYLORD, MICHIGAN



SEIDELL  
 ARCHITECTS

DOMESTIC FEDERAL NATIONAL  
 124 N. COURT AVE., STE. 201  
 GAYLORD, MICHIGAN 49734  
 PHONE (616) 751-1121  
 FAX (616) 751-1122

DATE BY	DESIGN	DATE	REVISION
DRAWN BY	T.L.S.		
CHECKED BY	T.L.S.	OWNER REVIEW	4/1/14
APPROVED BY	T.L.S.		
DATE	4/7/14		
PRINT DATE			

## ARTICLE 17 SCHEDULE OF DIMENSIONS

17.1 Table 1 - LIMITING HEIGHT, DENSITY, AND AREA BY ZONING DISTRICTS (See also [Article 21.1 Accessory Buildings](#) and [Article 22 General Exceptions for Area, Height, and Use](#))

<i>Zoning District</i>	<b>R1 &amp; R2</b>	<b>R3</b>	<b>RR</b>	<b>FR &amp; AR</b>	<b>Reserved for future use</b>	<b>Reserved for future use</b>
Min. Lot Area (Sq. feet)	20,000 .46 acre	40,000 .92 acre	20,000 .46 acre	88,000 2.02 acre		
Min. Front Setback (b)(j)	25 ft	25 ft	25 ft	50 ft (m)		
Max. Front Setback	NA	NA	NA	NA		
Min. Side Setback	10 ft	10 ft	10 ft	20 ft (c, m)		
Min. Rear Setback	30 ft (a, h)	30ft (a, h)	30 ft (a, h)	40 ft (a, h, m)		
Min. Lot width (k)	100 ft 150 ft Duplex	100 ft	100 ft	150 ft AR 300 ft Duplex		
Max. % lot coverage	25%	25%	25%	30%		
Max. Building height (l)	35 ft (g)	35 ft (g)	35 ft (g)	35 ft (g)		
Min. Ground Floor area of principal structure (Square feet)	720 (i)	720 (i)	720 (i)	720 (i)		
Min. Width of principal structure	20 ft (i)	11ft (i)	20 ft (i)	11 ft (i)		

<i>Zoning District</i>	<b>B1</b>	<b>B2</b>	<b>B3</b>	<b>I</b>	<b>HX</b>	<b>Reserved for future use</b>
Min. Lot Area (Square feet)	10,000	10,000	20,000	40,000	10,000	
Min. Front Setback	30 ft (e)					
Max. Front Setback	NA	NA	NA	NA	NA	
Min. Side Setback	10 ft (c)					
Min. Rear Setback	20 ft (a, d, f)					
Min. Lot width (k)	100 ft	100 ft	100 ft	150 ft	150 ft	
Max. % lot coverage	NA	NA	NA	NA	NA	
Max. Building height (l)	35 ft (g)					
Min. Ground Floor area principal structure (Square feet)	NA	NA	NA	NA	NA	
Min. Width of principal structure	NA	NA	NA	NA	NA	

Minimum front, side and rear setbacks, and maximum lot coverage modifications of up to twenty-five percent (25%) may be approved by the Zoning Administrator for nonconforming lots, as described in [Article 21.26.1](#) and [21.26.2](#).

Note a: Lots within five hundred (500) feet of lakes, ponds, flowages, rivers, streams: see [Article 18, LOTS NEAR WATER](#).

Note b: Where the front yards of two (2) or more principal buildings in any block, or within five hundred (500) feet in existence at the time of the passage of this Ordinance (or amendment thereto), in the same zoned district or the same side of the road are less than the minimum front yard setback, then any principal building subsequently erected on the same side of the road shall not be required to provide a greater setback than the average for the existing two (2) or more principal buildings.

Note c: On the exterior side yard which borders on a residential district, there shall be provided a setback of not less than twenty (20) feet on the residential side in [AR, FR, B1, B2, B3 and HX](#).

Note d: Loading and unloading space shall be provided in the rear yard in the ratio of at least ten (10) square feet per linear foot of front building wall. Loading space shall not be counted as required off-street parking. Loading zones may be located in other non-required yards if screened or obscured from view from public streets and residential districts.

Note e: Off-street parking may be permitted in the front yard, except that a ten (10) foot wide landscaped buffer is maintained between the front lot line (or right-of-way line) and the parking area.

Note f: No building shall be placed closer than forty (40) feet to the outer perimeter of such district or property line when said use abuts a residential district boundary.

Note g: Subject to approval by the Planning Commission, the maximum height of buildings may be permitted to exceed the maximum stated in the Schedule by up to fifty percent (50%) in R1, R2, R3, RR, B1 and B2 Districts, and up to one hundred percent (100%) in all other districts, provided that the applicant can demonstrate that no good purpose would be served by compliance with maximums stated, (as in the case of steep topography, a Planned Unit Development (PUD), or larger site); and further, there is no conflict with airport zoning height restrictions; fire safety is maintained subject to local fire authority approval; and the light, air and/or scenic views of adjoining property is not impaired. The Planning Commission and or Zoning Board of Appeals cannot allow a WTG height greater than allowed in [Section 21.47](#) or a Wireless Telecommunication Towers and Facilities greater than the height allowed in the Zoning District PRINCIPAL USES PERMITTED or PERMITTED USES SUBJECT TO SPECIAL CONDITIONS. Also see [Article 22 GENERAL EXCEPTIONS FOR AREA, HEIGHT AND USE](#).

Note h: [Section 21.1](#) allows a rear setback of ten (10) feet for accessory buildings.

Note i: The foregoing standards shall not apply to a mobile home located in a licensed mobile home park except to the extent required by state or federal law or otherwise specifically required in this Ordinance.

Note j: In instances where the property is adjacent to a public right of way or ingress egress easement dedicated as permanent adequate access to one (1) or more lots, the setback shall be measured from that right of way or ingress egress easement.

Note k: Specific allowable uses have greater minimum lot widths as required in the Zoning District allowable use lists.

Note l: Specific allowable uses have greater allowable heights as stated in the Zoning District allowable use lists, [Article 21](#) and [Article 22, Section 22.3 Height Limits](#), of this ordinance

Note m: Upon Zoning Administrator approval, setbacks for residential single family dwellings (SFD) may be the same as defined in all other residential districts (R1&R2, R3 and RR)

# Introduction

## Foreword

Otsego County has engaged in formal land use planning for nearly a century. In 1939, the county issued its first master plan which established a land use policy to increase property values within the county. Nearly three (3) decades later, the county created a comprehensive plan to help guide growth, and a County Planning Commission was also established in 1966. Since that time, the county has engaged in comprehensive planning in 1981, 1997, 2007 and 2014.

In 1975, Otsego County enacted county-wide zoning after the nine (9) townships agreed to conduct planning and zoning together. Over the past four (4) decades, the zoning ordinance has undergone **five (5)** substantial revisions (1993, 1996, **2003, 2009, and 2014**) and more than thirty (30) zoning map changes. Zoning is the principal means of land use control in Otsego County, and land use is regulated under the Otsego County Zoning Ordinance except within the City of Gaylord and the Village of Vanderbilt, both of which enforce their own zoning ordinances.

A master plan provides the foundation and vision for a zoning ordinance, and this master plan will help guide future updates of the Otsego County Zoning Ordinance as the community takes steps to implement their comprehensive plan.

## Plan Methodology

### Visioning Process

Upon review in 2014, the current Master Plan validity was maintained with Planning Commission updates to data.

In 2004, Otsego County, aided by a grant obtained from People and Land (PAL), retained R. Clark Associates, Inc. (RCAI) and Keith Charter to facilitate a series of visioning sessions throughout the county to establish a county vision which would serve as the foundation for revising the county's master plan. During the five (5) visioning sessions, community members were asked to think regionally as they discussed future growth issues and prioritized important development challenges. The initiatives and priorities brought forth through the visioning process served as a valuable resource for the current revision of the county's master plan.

To facilitate the visioning process, RCAI developed computer simulations of existing and future development scenarios to assist community members visualize potential development issues. The RCAI staff utilized an interactive polling process to obtain, as well as display, community members' responses to the various development scenarios. The final report entitled One County, One Vision — A Report from the Community incorporated data collected through the visioning sessions and a survey, as well as a comparison of existing county, township, village, and city master plans and zoning ordinances to the community's expressed vision for the future. The report became part of an inter-jurisdictional growth management initiative that supported the community's future development vision.

Easter Seal Society	(800) 292-2729
March of Dimes	(231) 947-2488
Blind Client Assistance	(800) 292-4200
Northern Michigan Community Mental Health: Community Support Services for Persons with Developmental Disabilities	732-6292
Michigan Commission for Blind	(800) 292-4200
Family Support Network of Michigan	(800) 359-3722
Citizens Alliance To Uphold Special Education (CAUSE)	(800) 221-9105
Shriners	(800) 237-5055
Ameritech Special Needs Center	(800) 244-4444
Ameritech Relay Center for TDD (Messages).	(800) 649-3777
Northland Library Branch for Blind & Physically Handicapped	356-1622 or (800) 446-1580
Michigan Protection 8 Advocacy Services Voice & TDD	(800) 288-5923
Self Help Support Group	(800) 777-5556
Fire Setter Evaluation (free)	354-3151
Dyslexia Resource Center	(231) 526-9282
National Organization-Rare Disorders	(800) 999-6673
Otsego County Library	723-5841

## Utilities

The county's utility system includes the private suppliers of electric, natural gas, telephone, solid waste disposal and cable television services along with the publicly owned and operated Gaylord water and sewer systems. These suppliers (with the exception of the Gaylord systems) are faced with the task of providing services to a relatively low density, dispersed population.

### Electric

The most widely distributed service is electricity provided by Consumers Power and Great Lakes Energy. Electrical service has expanded rapidly over the past ten (10) years. The expansion of electrical service customers is expected to continue to grow into the next century as Otsego County's population continues to grow and the business and industrial sector with it. At the present time, there are no problems envisioned in regard to expanding service to new users and meeting future demands.

### Telephone Service

Telephone land service is the other private utility found throughout the entire county. Service is presently provided by Frontier, CenturyTel, Pigeon, Charter Communications and AT&T. Wireless services are provided by Verizon and AT&T.

### Gas Service

Natural gas is provided to portions of the county by the Michigan Consolidated Gas Company (MichCon). Gas is supplied by a pipeline that generally follows Interstate 75 (I-75), providing service to the Waters, Gaylord, and Vanderbilt areas. Bottled gas, provided by private suppliers, is widely used for heating and cooling in portions of the county located away from the natural gas line.

## Recycling

In November of 2012, residents of Otsego County passed a three (3) year millage to fund a county wide recycling drop-off program and renewed it for another three (3) years in 2014. Otsego's drop-off program is dual-stream matching Emmet County's program. Otsego County has contracted with Emmet County to provide the hauling and processing of recyclable materials. After the collected materials have been sold to local markets, Emmet County shares the profits with Otsego County, helping to keep recycling costs down. Along with the recycling program, Otsego County also offers an annual Household Hazardous Waste (HHW) drop-off event.

There are five (5) bin locations located throughout the county for convenient drop-off of recyclables. Recycling North is located at 621 Garfield St in Vanderbilt, just northeast of the Village Hall at the intersection of Garfield and Elm Streets. Recycling Central is located at 931 S. Otsego Ave., near the Discovery Center. Recycling South is located at 247 Old State Rd., across from Otsego Lake Township Cemetery. Recycling East is located at 2932 Rock Rd in Johannesburg, at the Charlton-Chester-Dover Transfer Station. Recycling West is located at 71 Hayes Tower Rd., just south of the Hayes Township Hall.

## Educational Facilities

### Schools

Otsego County residents are served by three (3) school districts plus several private parochial schools. The Johannesburg-Lewiston School District includes the southeast section of the county along with portions of Montmorency County. The Vanderbilt district includes the northern portion of the county along with sections of Charlevoix and Cheboygan Counties. The remainder of the County, including Elmira and portions of Antrim County, is served by the Gaylord Community Schools. St. Mary's school, located in Gaylord, provides private parochial school facilities for students in the first through twelfth grades. The Otsego Christian School, also located in Gaylord, is the other larger parochial school in the area. Two (2) other parochial schools serve the area: Calvary Baptist Academy and the Grace Baptist Christian School. Information on number of students receiving home schooling is not readily available.

### Kirkland Gaylord M-TEC

The Kirkland Gaylord M-TEC (Michigan Technical Education Center) opened its doors in January, 2002 and is the northern site for Kirtland Community College. Kirkland is a provider of educational programs and services that prepare individuals for employment that is high in skill, wage and demand. The Governance Advisory Board, made up of local citizens, provide advice to the leadership of M-TEC and help maintain strong connections to employers and citizens in Otsego County.

M-TEC currently offers programs in cardiac sonography, electrical technology, heating, ventilation and air conditioning, mechatronics facilities and industrial technician, nursing assistant, paramedic and welding. M-TEC also offers general education courses designed for transferring to a university. The college provides training to current employees in area businesses and industries and has the ability to customize training.

M-TEC is fully accredited by the Higher Learning Commission, a national accrediting agency. The faculty and staff at M-TEC are available to help students of all ages meet their occupational and transfer needs.

## The University Center Gaylord

As a community-owned facilitator of higher education, professional development and life-long learning for the region, much has been accomplished since the high-tech facility opened in January of 2002.

University Center Gaylord (UCG) partners with other colleges and universities to offer certificates and degrees that result in a skilled workforce for area businesses. Additional diverse resources of community education classes, summer programs for youth, high tech meeting rooms for regional businesses and organizations are available and help to accomplish the UCG mission.

Students can begin college with a community college partner and then transfer to one of the university partners or elsewhere. Students can also transfer their credits from other institutions and complete their degree at University Center Gaylord. Potential savings include cost of tuition, room and board and transportation by living at home and continuing to work. Students have access to the finest computer labs and instructional technology in Northern Michigan. UCG offers small class sizes in modern classrooms.

UCG also offers a student resource staff person for students who are unsure of a career or degree direction, or how to apply for financial aid.

As an approved testing site, UCG is a regional resource for test takers who no longer have to drive downstate or long distances for their required exams. As part of PearsonVUE, UCG provides all computer-based testing for GED to the general population and Department of Corrections in four (4) counties.

The UCG manages the broadband fiber network (UCMAN) delivering broadband to the schools, courts, county, city and high demand businesses and residences. Because of our geographic location, UCG has built a Data Center which provides server hosting and serves as a regional broadband distribution hub.

To learn more, visit [www.ucgaylord.org](http://www.ucgaylord.org) or call (989) 705-3700.

## Libraries

The Otsego County Library, established in 1982 under the authority of Public Act 138 of 1917, merged library services supported previously under contract by the City of Gaylord and the County of Otsego. The system is governed by a five (5) member Board of Trustees appointed by the Otsego County Commissioners. In 2003, the library received the Library Award of Excellence from the Library of Michigan, being recognized as the top library in the State of Michigan. In 2014, the Michigan Public Services Award was given to an Otsego County Library staff member for their excellent public service.

Otsego County Six Year Capital Improvement Plan - Appendix A

Project Name	Agency	Project Type	Funding Source(s)	Estimated Cost	P.C. Priority	2015 Cost	2016 Cost	2017 Cost	2018 Cost	2019 Cost	2020 Cost
Gaylord Regional Airport Taxi Lane Reconstruction	Ossego County	Major Renovation	90% Federal; 5% State; 5% Local	\$382,854	Urgent	\$382,854					
Gaylord Regional Airport Taxi Lane Extension	Ossego County	New Construction	90% Federal; 5% State; 5% Local	\$335,000	Important		\$335,000				
Gaylord Regional Airport Box Hangar	Ossego County	New Construction	90% Federal; 5% State; 5% Local	\$520,000	Desirable				\$520,000		
Ossego County Courthouse Plaza	Ossego County	New Construction	Ossego County Capital	\$470,000	Desirable	\$470,000					
OCEMS Building Building Renovation	Ossego County EMS	Facility Expansion	Projects Fund	\$700,000	Desirable	\$700,000					
Ossego County Jail	Ossego County	New Construction	Millage	\$7,800,000	Urgent	\$7,800,000					\$7,800,000
Ossego County Library Expansion	Ossego County Library	Facility Expansion	Various	\$5,000,000	Important	\$2,500,000	\$2,500,000				
Ossego County Road Commission Road Projects	OC Road Commission	Major Renovation	Various	\$405,000	Important	\$405,000					
Dickerson Road Safety Project	OC Road Commission	Major Renovation	Federal STP 90%; Local 10%	\$260,000	Important	\$260,000					
Fairview Small Urban Project	OC Road Commission	Major Renovation	Federal STP 80%; Local 20%	\$512,000	Important	\$512,000					
Gingell Road Project	OC Road Commission	Major Renovation	Federal STP 80%; Local 20%	\$707,365	Important	\$707,365					
Mt. Jack Road Project	OC Road Commission	Major Renovation	Federal STP 80%; Local 20%	\$995,000	Desirable	\$995,000					
Van Tyle Road Project	OC Road Commission	Major Renovation	Federal STP 80%; Local 20%	\$522,000	Important		\$522,000				
Spart Road Project	OC Road Commission	Major Renovation	Federal STP 80%; Local 20%	\$532,500	Urgent			\$532,500			
Meridian Line Road Project 1	OC Road Commission	Major Renovation	Federal STP 80%; Local 20%	\$935,000	Important				\$935,000		
Seymore Road and Kujawa Road Project	OC Road Commission	Major Renovation	Federal STP 80%; Local 20%	\$941,250	Important					\$941,250	
Meridian Line Road Project 2	OC Road Commission	Major Renovation	Millage	\$250,000	Important	\$250,000				\$250,000	
Ossego County Sportsplex Entranceway Renovation	Ossego County Sportsplex	Major Renovation	UC Fund Balance	\$200,000	Important	\$200,000					
University Center Closed In Pavilion	University Center of Gaylord	Major Renovation		\$21,467,969	Important	\$7,132,219	\$3,357,000	\$532,500	\$935,000	\$1,711,250	\$7,800,000
Total Costs by Year:											

APPENDIX A

## 2014 OBJECTIVE LIST

OBJECTIVE	INTENT	COMMENTS	COMPLETED
1. Highway Interchange Zoning District	Completion of language for an additional zoning district/Township review and written comments	Sent to Townships/March 19, 2013/Public Hearing June 17, 2013/Schedule of Dimensions sent to Townships June 21, 2013/Public Hearing September 16, 2013/Otsego Lake Township HX Zoning Map/OLT Public Hearing January 9, 2014/Schedule of Dimensions Public Hearing May 19, 2014/BOC approved July 8, 2014	✓
2. Master Plan Review	Review and update the five (5) year plan/Must be completed by May	Master Plan Committee met/Funding for updates requested/Sent to NEMCOG/Updates received from NEMCOG/Present to Planning Commission 9.15.2014	
3. Recreational Equipment	Review the storage of recreational equipment as pertaining to lake frontage/Review the issuance of camping permits for temporary living in recreational equipment	Staff to work on language	
4. Agricultural Equipment Auctions	Add specific language to Article 21 concerning AG equipment auctions as 'A Use Subject to Special Conditions'.		
5. Meet and Greet With ZBA Members	A joint meeting between the two bodies for general discussion as to what each body should expect from the other/Meeting to be set up early 2014	Met w/ZBA 6.16.2014	✓

6. Upgrade Wireless Communication Equipment	A necessity to bring the Zoning Ordinance into compliance with a revision made to the Zoning Enabling Act/Add exception for Township's allowable extension	Staff to work on language in related Ordinance Sections	
7. Site Plan and Development/Well Defined Process	Meet w/Patricia Osburn/Specific language--bold faced--separate form....stating what is allowed and when		
8. Non-Conforming Structures/Revise Section 21.26	Language developed to insure property owners the ability to reconstruct their residence in the event of a natural disaster without requiring board approval.		
9. Multi-Use Zoning District	Paul Hartmann to contact Elmira Township seeking actions for the County Planning Commission in 2014/Recommended in the 2009 Otsego County Master Plan		
10. Sign Ordinance/Section 21.38	Review of current sign language, temporary placement of banners and other types of signage/Specific definition of sign w/graphics.../Compliance		
11. Lots Near Water	Research other county ordinance to more clearly define set-backs on properties that border water within Otsego County/Protecting our waters while still allowing property owners the use of their property		
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		

<p>13. Rental Homes/Short term/Add Conditions to Article 21</p>	<p>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...)</p>	
<p>14. Fences/Section 21.10/Game Farms</p>	<p>Review of height requirements for wild gaming enclosures/placement of fences</p>	
<p>15. Large Tract Forestry Zoning District</p>	<p>The developing of Ordinance language to protect large parcels from being split up into small parcels, protecting the "up north nature" of Otsego County.</p>	
<p>16. Purchase and Transfer of Development Rights</p>	<p>A recommended action in the 2009 Otsego County Master Plan, designed for the protection of forestlands and open space.</p>	
<p>17. Outdoor Wood-Fired Boilers</p>	<p>Review other community's and EPA sample ordinance to see if language can be developed to work within Otsego County/ Approach Township Planning Commissions for feedback on issue</p> <p>A recommended action in the 2009 Otsego County Master Plan/Developing special conditions to ensure the protection of the unique characteristics of the Pigeon River Country Area.</p>	
<p>18. Overlay District Pigeon River</p>	<p>Zoning areas to increase with the addition of the HX/Old 27 south of West Otsego Lake Dr and West Gaylord are areas of concern/Not a real shortage of zoning districts and a sponser is needed to move issue</p>	
<p>19. B2, B3 Zoning District/B1(?)</p>		

<b>On-Going Items:</b>		
Enforcement Procedures	Land Use will be seeking guidance as necessary throughout 2014.	
Add Graphics to Zoning Ordinance	The addition of graphics to the hyperlinked Ordinance so an individual can visually "see" what the Ordinance intends (ie... yard setbacks)	
Information to Become Proactive on New Jail Issue	Alter communication methods on the Capital Improvement Plan to insure important issues are more proactively accomplished	

# Parliamentary Motions Guide

Based on *Robert's Rules of Order Newly Revised (10<sup>th</sup> Edition)*

The motions below are listed in order of precedence. Any motion can be introduced if it is higher on the chart than the pending motion.

YOU WANT TO:	YOU SAY:	INTERRUPT?	2ND?	DEBATE?	AMEND?	VOTE?
§21 Close meeting	I move to adjourn	No	Yes	No	No	Majority
§20 Take break	I move to recess for	No	Yes	No	Yes	Majority
§19 Register complaint	I rise to a question of privilege	Yes	No	No	No	None
§18 Make follow agenda	I call for the orders of the day	Yes	No	No	No	None
§17 Lay aside temporarily	I move to lay the question on the table	No	Yes	No	No	Majority
§16 Close debate	I move the previous question	No	Yes	No	No	2/3
§15 Limit or extend debate	I move that debate be limited to ...	No	Yes	No	Yes	2/3
§14 Postpone to a certain time	I move to postpone the motion to ...	No	Yes	Yes	Yes	Majority
§13 Refer to committee	I move to refer the motion to ...	No	Yes	Yes	Yes	Majority
§12 Modify wording of motion	I move to amend the motion by ...	No	Yes	Yes	Yes	Majority
§11 Kill main motion	I move that the motion be postponed indefinitely	No	Yes	Yes	No	Majority
§10 Bring business before assembly (a main motion)	I move that [or "to"] ...	No	Yes	Yes	Yes	Majority



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