

Otsego County Planning Commission

Approved Minutes for November 16, 2015

Call to Order: 6:00pm by Chairperson Hartmann

Pledge of Allegiance

Roll Call:

Present: Chairperson Hartmann, Vice-Chairperson Jarecki, Secretary Arndt, Mr. Borton, Mr. Hilgendorf, Mr. Mang, Ms. Corfis

Absent: Mr. Brown, Ms. Nowak, Mr. Klee, Mr. Hendershot

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

Public Present: Duane Hoffman, Elmira Township, Tim Maylone, Cherry Capital Connection, Randy Stults

Approval of minutes from: October 19, 2015

Chairperson Hartmann stated the first set of minutes was from October's regular meeting.

Motion made to approve minutes as written by Mr. Hilgendorf; Seconded by Mr. Mang.

Motion approved unanimously.

Approval of minutes from: *Special Meeting* October 26, 2015

Chairperson Hartmann stated minutes for a special meeting pertained to a site plan review for Wolverine Power and requested the addition of the word 'volt' on page one (1), first paragraph, second sentence...*existing International Transmission Company's (ITC) 138,000 volt transmission line which crosses...*

Motion made to approve minutes as corrected by Mr. Hartmann; Seconded by Ms. Corfis.

Motion approved unanimously.

Approval of minutes from: *Special Meeting* November 3, 2015

Chairperson Hartmann stated minutes from a second special meeting referred to a special use permit for Ponsse North America.

Motion made to approve minutes as written by Mr. Borton; Seconded by Mrs. Jarecki.

Motion approved unanimously.

Consent Agenda: None

Other: Duane Hoffman/Elmira Township Planning Commission/*MUZ Zoning District*

Chairperson Hartmann stated Mr. Hoffman and Mr. Stults were a part of a committee to write proposed language for the Multi Use Zoning District (MUZ).

Duane Hoffman, Elmira Planning Commission stated writing the proposed language for the Multi Use Zoning District had begun in 2005 and by 2007 it was thought to be a fairly complete ordinance. It was separated into

Otsego County Planning Commission

Approved Minutes for November 16, 2015

two (2) sections, one for the main street area and one for the remaining unincorporated Village of Elmira located in Otsego County. Two thirds of Elmira was in Otsego County and the rest was a part of Warner Township in Antrim County. They had met with Warner Township for their input on compatibility.

The Otsego County Planning Commission decided a sub-committee should be formed to further strengthen the language in creating a walkable, pedestrian friendly community. The vision was much like the original concept of villages with commercial and residential uses blended together. Mr. Hoffman compared Boyne City with their vision stating the commercial and residential districts were barely defined within the district. He stated one of the things that hampered pedestrian usage was drive through establishments so they were purposely not allowed along the main street in the MUZ. He said Alden in Antrim County was another good example with commercial and residential combined, nice wide sidewalks and the majority of the parking on the main street; it was a pedestrian oriented, vibrant economic community.

With other issues going on in the County over the past few years, the MUZ was put on the back burner. This year after reviewing and some revising, the MUZ was being presented for input from the County.

Chairperson Hartmann thanked Mr. Hoffman and asked if there were any questions.

Mr. Arndt questioned the requirements for screening and also areas for outside courtyards.

Mr. Hoffman stated utilities on the roof would be screened; other screening was discussed but because of snow removal, it was not always feasible. He said the intent is to have things aesthetically pleasing. Front courtyards were an option for owners as alcoves for outdoor seating but the front facade of the building above would still meet the build to line. The build to line was designed to align all the buildings creating a greater sense of safety.

Chairperson Hartmann asked for the geographic boundaries of the Multi Use Zone.

Mr. Hoffman stated the Main Street MUZ included the Village of Elmira in Otsego County beginning at the bottom of the hill on M-32 as you enter Elmira and running all the way through to St Thomas Church; everything east of Buell Road was in Otsego County, everything west of it was in Antrim. This district was designed for mixed use developments. The Town Center MUZ included the rest of the Village. It was designed for residential use and allowed home businesses and multiple family dwellings.

Mr. Mang questioned how far back the Town Center extended from Main Street.

Mr. Hoffman replied the first two (2) parcels on either side of M-32 (Elmira's main street) were included in the Main Street MUZ and the rest of the Village was a part of the Town Center MUZ. The Town Center then became more residential and less commercial.

Mr. Mang stated he did not understand how some of the permitted uses subject to special conditions pertaining to recreational facilities related to the pedestrian friendly small town theme.

Mr. Hoffman answered small towns of long ago all offered some type of entertainment along the main street, stating recreational outlets were needed. Elmira had a very nice park located in the Town Center and they were hopeful everything would be connected by wider eight foot (8') sidewalks.

Mr. Mang questioned the parking for these facilities if on-street parking was encouraged in the district.

Otsego County Planning Commission

Approved Minutes for November 16, 2015

Mr. Hoffman said the parking for a special use permit would be addressed at the time of review and those types of businesses would have off-street parking located in the back. The more pedestrian friendly type of businesses would encourage parking along the main street.

Mr. Schlaud questioned the setbacks and the relationship to the Schedule of Dimensions.

Mr. Hoffman stated instead of setback dimensions, they would work from a build to line in order to make everything uniform. An increase of about ten percent (10%) would be allowed at Land Use Services discretion if a need arose. The primary reason for the build to line was to keep the area open and safe. With the size of some of the platted lots in the Town Center, the line would be brought closer to make the lot buildable. A sidewalk would be a requirement of the building along with a porch to encourage a walkable, friendly community.

Chairperson Hartmann thanked Mr. Hoffman and stated he would like the MUZ worked on as a part of the objective list. He welcomed Mr. Hoffman back to discuss any needed revisions.

Public participation for items not on the agenda: None

Public Hearing: None

Advertised Case: None

Unfinished Commission Business:

1. Objective List

Chairperson Hartmann stated the updated objective list had been distributed for review in October and asked if there were any additions. Mr. Hartmann stated a sub-committee had been set up including himself, Mr. Hilgendorf and Mr. Arndt to review the wireless communications section and a possible change in the language. He stated Mr. Maylone had presented Cherry Capital's suggestions at the Elmira and Hayes Township Board meetings pertaining to changes to this section of the Otsego County Zoning Ordinance. The Land Use Services Department had received letters in favor of making changes from both townships. Chairperson Hartmann wished to add Wireless Communications to the objective list for 2016.

New Business: None

Reports and Commission Member's Comments:

1. Otsego County Parks & Recreation report

Vice-Chairperson Jarecki stated the Parks & Recreation Director, Gina Marchio had resigned; the position was being advertised. They were sorry to see her go but she had gotten them through a difficult time and had moved them forward with a number of items during the short time frame she was there. She stated the Community Center was open again and looked good, although a railing was in need of repair. The Parks & Rec budget was approved for 2016 and once a new director was hired, they would put together a mission statement; they had already gotten samples. The Committee would be meeting at the County building throughout the winter because of the many activities at the Community Center. The hours of operation at the Groen Nature Preserve would be increased with the addition of another trail ranger and food plots would be planted for the animals. She also stated Amber Mapes had put on a presentation to request the use of the Community Center to hold a super hero event for families; the event would be ongoing and would be held Friday nights from 7-8 pm.

Otsego County Planning Commission

Approved Minutes for November 16, 2015

Mr. Mang stated his term was up at the end of the year and he was not going to reapply. Livingston Township was recommending Roberta Tholl as representative and she had already applied at the County. He stated December would be his last meeting and because he was a representative to the ZBA, that position would be open also.

Ms. Corfis stated Otsego Lake Township had not had a meeting in November but were still making progress on the township Master Plan.

Vice-Chairperson Jarecki stated Corwith Township was working on funding for the Gateway Community and Trail Town.

Chairperson Hartmann stated Elmira Township was considering a township recreation committee and possible grant monies for their park.

Mr. Mang stated a recreation plan needed to be either a part of their master plan or a stand-alone plan to apply for grant money from the State.

Mr. Hoffman stated Elmira was currently working under the County's Park & Recreation Plan.

Mr. Arndt stated Bagley Township was almost finished with their Master Plan update.

Mr. Borton stated the EMS building was almost complete, looked great and Jon Deming loved giving tours; the courthouse lawn project was moving along with it being finalized in the spring. They found a replacement rock in Cheboygan; their original from Lewiston ended up having a crack. He continued saying the Finance Committee had met with all the department heads and a balanced budget was put together; it will go before the full Board and he added Lee Olsen had announced he would be retiring at the end of the year.

Mr. Schlaud stated he had received revised site plans from Telecad Wireless for PSUP15-006 and PSPR15-002 to amend the fenced area on their leased property. After discussing the matter, they were told the landscaped area had to be incorporated into their leased area, not outside of it. Telecad stated they would revise again and resubmit.

2. Update on Medical Marijuana Legislation/*Publication*
3. Parliamentary Motions Guide/*Zoning Training*

Adjournment: 7:07pm by Chairperson Hartmann

Ken Arndt; Secretary

Christine Boyak-Wohlfeil; Recording Secretary