

**OTSEGO COUNTY
PLANNING COMMISSION**

October 16, 2017

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 August 21, 2017 meeting
5. CONSENT AGENDA
6. OTHER
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
11. NEW BUSINESS:
 1. Committee(s) assembled – *Review - Possible text amendments*
 - a. Section 21.12 Home Occupation
 - b. Section 21.33 Recreational Equipment or Trailer
 2. Elections
 3. Expiring terms:
 - a. Ken Arndt
 - b. Jan Norton
 - c. Charles Klee
12. REPORTS AND COMMISSION MEMBER'S COMMENTS:
 1. Otsego County Parks & Recreation report / Judy Jarecki
 2. Land Use Services / Jim Mouch
 - a. Reports
 - b. Section 21.34 Restricted Uses – Recommend Language update – Meeting Handout
 - c. Special Use Permits –Conversation – Current Applications in Process
13. ADJOURNMENT

Otsego County Planning Commission

Proposed Minutes for August 21, 2017

Call to Order: 6:00pm by Vice Chairperson Jarecki

Pledge of Allegiance

Roll Call:

Present: Vice Chairperson Jarecki, Mr. Borton, Mr. Hilgendorf, Secretary Arndt, Mr. Brown, Mrs. Norton, Mr. Klee, Mr. Caverson, Mr. Bauman, Ms. Corfis

Absent: Mr. Hartmann

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

Public Present: Terri Moore, Kathy Franckowiak, Curtis Boyd

Others Present: Rachel Frisch, Otsego County Administrator

Approval of minutes from: July 17, 2017

Motion made to approve minutes by Mr. Klee; Seconded by Ms. Corfis

Motion approved unanimously

Consent Agenda: None

Other:

Rachel Frisch introduced herself as the new Otsego County Administrator, John Burt's replacement. She gave a brief history of herself and stated she was looking forward to representing Otsego County and excited about the new challenge.

Vice Chairperson Jarecki congratulated Mr. Mouch on his appointment as director of Land Use Services.

Public participation for items not on the agenda:

Terri Moore stated he had received a Notice of Violation concerning dismantled, unlicensed vehicles on his property and questioned the letter. He had previously been before the Planning Commission and a rezoning of his property was granted. He was aware he could not repair the vehicles on site at this time but thought if fencing was installed; the vehicles could be stored there. He had purchased about three hundred fifty feet (350') of fencing but was told he could not install it. He questioned if there was record of his previous meeting with the Planning Commission in January to understand what had been said.

Vice Chairperson Jarecki stated all planning commission meetings were recorded and minutes were on file. She referred to Mr. Mouch.

Mr. Mouch stated this was a matter before Land Use Services; Mr. Moore's property was in the violation stage of the enforcement process and the Zoning Ordinance was being followed. He preferred not to discuss the matter at an open meeting but would email the members concerning the matter.

Vice Chairperson Jarecki recommended Mr. Moore speak with Mr. Mouch for more details and resolution.

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Public Hearing:

- 1) *ARTICLE 23 SITE PLAN REVIEW / Application*
A proposed amendment to the above section of the Otsego County Zoning Ordinance along with changes to the Site Plan Review Application

Vice Chairperson Jarecki opened the public hearing at 6:10pm

She asked if there were any questions concerning the changes; hearing none, she proceeded.

Vice Chairperson Jarecki closed the public hearing at 6:11pm

- 2) *OTSEGO COUNTY CAPITAL IMPROVEMENT PROGRAM 2018-2023*

Vice Chairperson Jarecki opened the public hearing at 6:12pm

She asked if there were any questions or concerns with the new Capital Improvement Program; hearing none, she proceeded.

Vice Chairperson Jarecki closed the public hearing at 6:13pm

Advertised Case:

- 1) *ARTICLE 23 SITE PLAN REVIEW / Application*
A proposed amendment to the above section of the Otsego County Zoning Ordinance along with changes to the Site Plan Review Application

Vice Chairperson Jarecki stated the proposed amendments to Article 23 and the Site Plan Review Application had been reviewed previously by Townships and the County but needed a public hearing before it could move forward to the Board of Commissioners for final approval. She requested a motion.

Motion made by Mr. Hilgendorf to recommend the proposed amendments for Article 23 Site Plan Review including the Site Plan Review Application to the Otsego County Board of Commissioners; Seconded by Mr. Arndt.

Motion approved unanimously.

- 2) *OTSEGO COUNTY CAPITAL IMPROVEMENT PROGRAM 2018-2023*

Vice Chairperson Jarecki asked for discussion on the Otsego County Capital Improvement Program 2018-2023.

Mr. Caverson stated he worked on many projects with the Otsego County Road Commission and would abstain from voting.

Mr. Brown questioned why the Road Commission extended their project list only three (3) years in the plan instead of the full timeframe as the County does.

Mr. Arndt stated he thought it had to do with budgetary issues.

Mrs. Frisch stated the Road Commission did have projects planned through the year 2023 as stated on the last page in the current plan.

There being no further questions, Vice Chairperson Jarecki requested a motion.

Motion made by Mr. Bauman to recommend the Otsego County Capital Improvement Program 2018-2023 to the Otsego County Board of Commissioners; Seconded by Mr. Brown.

Motion approved unanimously with Mr. Caverson abstaining.

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Unfinished Commission Business: None

New Business:

1. Committee(s) assembled – *Review - Possible text amendments*
 - a. Section 21.12 Home Occupation
 - b. Section 21.22 Manufactured or Site-Built Dwelling Less than Sixteen (16) Feet Wide
 - c. Section 21.33 Recreational Equipment or Trailer

Mr. Mouch stated recent issues with the sections above may require review; some of the current language was quite difficult to enforce. He would gather information from other counties to present for consideration.

Vice Chairperson Jarecki stated committees could possibly be set up after a review of this information next month.

Reports and Commission Member's Comments:

1. Otsego County Parks & Recreation report/Judy Jarecki

Mrs. Jarecki reported the County Park campground continued to be full each weekend; the fence at Libke Field had been removed and work on the field had begun; employees continue to rotate between the County Park and the Groen property; a committee was formed for Repair and Replacement of Park and Rec items with ideas and suggestions being requested; and a budget amendment was requested for monies for a new vehicle.

2. Land Use Services report/Jim Mouch

Mr. Mouch stated the most current commercial projects in Otsego County are an O'Reilly Auto Parts store, a complete remodel of the old Northwestern Bank both on Main St and a new senior citizen complex being constructed over by Aspen Village. Permits are down a little from this time last year but up from 2015 as reflected in the report distributed.

Mr. Arndt stated Bagley Township was looking at paving Kassuba Road but he was not sure the extent of the project as of yet.

Mr. Borton stated he had attended a meeting with senior White House staff and cabinet secretaries. He was one of six hundred twenty-two (622) Michigan commissioners invited to the White House as part of a new program developed by the Trump Administration. They spent the entire day meeting with different agencies concerning the effect of policies on local government. Mr. Borton stated he was impressed with their genuine sincerity and they were all given cell phone numbers with direct access for any issues concerning the federal government. It was a positive experience and he thoroughly enjoyed his visit.

Vice Chairperson Jarecki adjourned the meeting.

Adjournment: 6:47pm by Vice Chairperson Jarecki

Ken Arndt; Secretary

Christine Boyak-Wohlfeil; Recording Secretary

Director Update

Communications
Permit Updates

10/09/2017

Otsego County Land Use
Permit(s) / Enforcement(s) by Category Summary Report(s)
10/9/2017

	Zoning Applications	Enforcements	Building Applications	Electrical Applications	Mechanical Applications	Plumbing Applications
01/01/2017 thru 10/09/2017	264	690	389	348	242	124
01/01/2016 thru 10/09/2016	343	824	455	380	318	123
01/01/2015 thru 10/09/2015	214	671	386	318	348	102

I was asked by Mr. Hartman to reduce Zoning expenses while still benefiting from my reporting. Suggested that I do not include the Category Summary Reports for Zoning, Enforcements, Building, Electrical, Mechanical or Plumbing that I was previously including in the packet. However, I will have this detail at the meeting for review if requested.

Jim