EMMET COUNTY PLANNING COMMISSION ANNUAL MEETING
SATURDAY, FEBRUARY 28, 2004 - 8:30 A.M.
EMMET COUNTY PLANNING AND ZONING CONFERENCE ROOM
WATSON COMMUNITY CENTER
3434 M-119, SUITE E
HARBOR SPRINGS, MI 49740

MINUTES

MEMBERS PRESENT: D. LAUGHAUM, D. SIMON, K. ALEXANDER, K. DERROHN, J. SCOTT, A. BEHAN, J. JONES

MEMBERS ABSENT: J. EBY, Chairman, R. LETZMANN

STAFF: M. PUTTERS, D. DUNDON, K. ABBOTT

VISITORS: Rod Cortwright, MSU Extension; Fred Grey, PNR; Harley, HARBOR Inc.; Norm Mottl

I Call to Order and Attendance
The meeting was called to order by Putters at 8:35 a.m. All members were present except Eby and Letzmann.

II Open Space Planning Presentation: Rod Cortwright, MSU Extension
Putters introduced Cortwright and his role in Open Space Planning and Education for MSU Extension and Charlevoix County. Using a power point presentation and handout from the Marion Township Zoning Ordinance (Charlevoix County), Cortwright gave examples of methods planners can use to encourage use of open space provisions. Simon suggested a large sized open space plan example be posted at Planning Commission meetings for the public to view.

Putters introduced the Emmet County Future Land Use map and Emmet County communities map which expresses the county as a division of communities each with a unique economy and growth pressures.

III Project Updates/Reports
Putters used a wall map to update the Commission on the progress of the Little Traverse Wheelway trail around Little Traverse Bay. According to Putters the County is still working to complete title work on the Resort Bluffs acquisition, and hope to meet a closing date set for March 17, 2004. Also, completion of the trail planned from Pleasantview Road to Harbor Springs on M-119 was recently supported by the Emmet County Board of Commissioners by Resolution.

Sub Area Plan
According to Putters, the RFP has been finalized. It is expected that the requests will be sent out soon for bid solicitations (planning journals, newspapers, direct mail, etc.).

Land Use Inventory
Dundon gave a brief summary of the report’s contents, uses of the report, and plans for distribution. Copies will be provided to each Emmet County Township, City and Village.

*II Enabling Act Amendment (shuffle of agenda items)
Based on an enabling act amendment staff presented an option under which PUD open spaces can be located
non-contiguous to the development project area. This appears to be similar to transfer of development rights. The planning commission discussed possible criteria that may be used to evaluate the appropriateness of the off-site proposed open space. Abbot stated that she believes the planning commission can legally request specific deed restrictions.

FR-Forest Recreation District
Discussion based on a January 8th, 2004 memo prepared by staff. According to Putters the FR district may be either a zoning district or overlay district. The intent of the district is: for significantly sized blocks of land to remain intact, to discourage public land from being easily traded off, and to protect the renewable resource lands. The district would allow for a minimum lot size of 40 acres and/or the control number of splits on smaller lots. Group discussion followed to what uses should and should not be allowed in district. NO items: golf courses, #9 & #10 of Section 801. YES items: section 800 items 1-8 excluding golf courses and country clubs. Conditional uses/SUP: windmills and utility uses etc; resource mining; institutional, educational, resorts, hotels, etc. on 40 acres or greater; travel trailer courts, airports on 40 acres or greater; sawmills, when operated on sites of 40 acres or greater; authentic historical restoration projects. Discussion to continue.

Simon suggested a committee be created to explore open space design concepts. Simon volunteered along with Derrohn, Laughbaum, and Dundon. First meeting was scheduled for March 1st, 8:00 am in the Emmet County Planning Office Conference Room.

IV  
2004 Work Program Goals
Putters gave an update of goals achieved in 2003 including the completed Land Use Inventory report, Resort Bluffs work, and others. Also presented by Putters: staff request to require only two copies of large scale site plans from applicants and that files could also be received digitally, storm event requirements in zoning ordinance be tied to stormwater ordinance. Brief introduction of forest industries requiring owners to live on-site and question of contractors and scale of operations. Discussion on this topic to continue.

Planning staff will be assisting Bear Creek Township with two recreation property acquisitions. One project is a proposed expansion of a public lake access to Walloon Lake off West Gruler Road. The project area is 3.02 acres with 300 feet of frontage on the lake. The second project in Bear Creek Township is the proposed acquisition of the Rotary Park on US-131. This park is 1.79 acres in area, has 490' of US-131 road frontage. A third recreation acquisition project is proposed in Readmond Township at the terminus of Island View Road on North Lake Shore Drive. The property is 34.87 acres in area with approximately 760' on Lake Michigan.

V  
Planning Commission Yearly Business
Election of Officers
Behan made a motion that existing Officer positions remain as standing. Jones support motion and all in favor. Motion passes. Eby, Chairperson; Derrohn, Vice-Chairperson, Scott, Secretary.

Meeting Dates & Times
As scheduled, the April 2004 meeting date would fall on April 1st, however, most townships will not have had a chance to meet to make case recommendations. By consensus, the April meeting date was rescheduled to April 8th. The remaining Planning Commission meetings will meet as scheduled on the first Thursday of the month at 7:30 pm.

Sign and Lighting Committee
Putters recommended reappointing current members to the Sign and Lighting Committee with the addition of one Planning Commissioner. The added member will help to relay information and decisions made back to the Planning Commission. Jones stated that he has felt that the committee has become disconnected with the Planning Commission and that a Planning Commissioner should always be a member of the Committee.
Abbot suggested staff ask if present committee members are interested in continuing to serve. Present Committee members: Mary Lou Tanton, Mary Ellen Nicol, Charles Ironside, Marion Kuebler. Staff to approach members on continued membership and check past attendance records. This item to be added to Planning Commission agenda.

Ordinance Enforcement
Scott suggested that the Board of Commissioners be approached to make the enforcement officer position full time. It was stated that many townships feel they are not getting follow through on reported zoning violations, that there is lack of communication back to those that report violations, and the planning commission would like updates on violations at meetings.

VI Other Business
Simon stated that many methods of residential lighting are destroying the night sky. Putters suggested sign and lighting guidelines could expanded to include residential lighting. The ordinance may need to be amended.
Scott requested the Planning Commission revisit the Scenic Resource district in Springvale Township.

Public Comments
Norm Mottl expressed that he was very encouraged and impressed with the extensive discussion of Open Space. Harley offered that in LaQuinta, California new residential lighting requirements were able to be enforced retroactively. Putters added that a County cannot adopt all police power ordinances like Cities, Villages and Townships.

VII Adjournment
There being no other business, Alexander made a motion to adjourn, seconded by Simon. Meeting adjourned at 2:00 p.m.

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James Scott, Secretary

Dated