

Homestead and Inland Townships
Joint Planning Committee Workshop
Homestead Township Hall
11508 Honor Highway Honor, MI 49640
September 18, 2007 at 7:00P.M.

Meeting called to order at 7:11p.m. by Chair Blake Brooks.

Members Present: Roger Hubbell, Amanda Deemer, Blake Brooks, Mary Miller. Zelda Gray and Christy Andersen Jessica Wooten.

Absent: Fred Poynor and Bruce Andersen

Others present: Roger Williams, Cathy Demitroff, Kathy Ralston, and Jim Dulzo.

Blake Brooks called roll call of officers.

Mary Miller made a motion to accept the agenda as presented. Christy Andersen supported the motion. All Ayes. Motion Carried

Christy Andersen made a moved to accept minutes from August 21, 2007 meeting as amended. Mary Miller supported this motion. All ayes. Motion Carried

Roger Hubbell made a motion to accept and pay the invoice from William's Consulting Services in the amount of \$1,397.01. Christy Andersen supported the motion. All Ayes. Motion Carried.

Zelda Gray reported that the Homestead Township Board approved the transfer of \$3,000.00 from the general account to the Homestead Inland Joint Planning account. They also discussed and approved the release of the master plan draft for governmental entities comments.

Mary Miller reported the Inland Township Board approved the master plan draft for release as did Homestead and the transfer of \$2,486.47 into the JPC account. The board also did a resolution making the Honor State Bank the depository bank for the JPC.

OLD BUSINESS:

Blake Brooks turned the floor over to Roger Williams of Williams Consulting Services.

Mr. Williams went over the check list of steps to take and date they were taken with the Commission. He also clarified the process of sending the master plan drafts out and reviewed the list of entities for them to be sent to.

Mr. Brooks presented and discussed a letter from attorney's Young, Graham, Elsenheimer & Wendling with the Commission. It estimates the legal review to be within the range of \$2,500.00 and \$3,000.00. Christy Andersen verified this review would be for both the master plan and the zoning ordinance. The Commission also discussed firms Running, Wise and Ford along with Brott, Kipley, Settles, and Shumar. Mr. Brooks asked Mr. Williams who he would recommend. Mr. Williams stated they are all good firms. He encouraged the Commission to find the firm with the most planning and zoning experience and to request they be given one specific attorney, preferably not a junior partner, to handle all their issues. Mr. Williams stated it would be a good idea to have the master plan reviewed before it is adopted.

Mary Miller feels it would be in the best interest of the Planning Commission to have a firm separate then the firms both Townships now use. It would eliminate any perception of one sidedness or biased. Mary suggested the Commission should hire Young, Graham, Elsenheimer & Wendling along with requesting the JPC always has the same attorney. Christy stated Bryan Graham would be doing the reviewing of the plan and zoning ordinance.

Christy Andersen a motion to hire Young, Graham, Elsenheimer & Wendling of Bellaire to do the legal review of the master plan and zoning ordinance. Roger Hubbell supported the motion. Roll call vote. Hubbell yes, Deemer yes, Miller yes, Andersen yes, Brooks yes, Gray yes, Wooten yes. 7 yes votes, motion carried.

NEW BUSINESS:

Mr. Williams discussed with the Commission how to coordinate reviewing the incoming comments from the other entities. The Commission decided to place all comments in a folder for the Commission to review once the comment period is over. It is felt to be more time efficient to review all comments at once. It is felt some may contradict or be the same as others. Once all are gathered then the Commission will hold a work session to review and consider them.

Mr. Brooks spoke to the fact Mr. Jim Olson requested all Commissioners and Township Boards members receive a copy of his comments. Mr. Brooks took a poll to see that all Commissioners received a copy. Mary Miller received tonight. Roger Hubbell – yes, Christy Andersen – yes, Jessica Wooten – yes, Zelda Gray – yes, Amanda Deemer – yes, Blake Brooks – yes, and Cathy Demitroff forwarded Mr. Olson's e-mail to Bruce Andersen and hand delivered a copy to Fred Poyner. The

Township Board Representatives will give copies to the respective boards at their October meetings. Mr. Brooks stated the public can obtain copies by going to the Homestead Township office and paying \$.25 per sheet for the copy.

Mr. Williams discussed a check list for zoning ordinance adoption. He asked “What does the Commissioners see it looking like?”

Mary Miller stated easy to use and understand. She also feels the terms need to be well defined.

Christy Andersen stated it should not have a lot of special uses needed to refrain from to many application requests.

Blake Brooks said to keep it a simple document so people can pick it up and understand what they can and can't do. He would like to see a lot of use by right.

Roger Hubbell, Jessica Wooten and Zelda Gray both indicated they feel as the rest of the Commission. The Commissioners are in agreement that ease of understanding is one of the most important parts of writing the ordinance.

Roger Williams feels the same as already stated. Many citizens have little contact with officials until the vote or build on their property. It should be a satisfactory efficient experience. Definitions are most important and then general provisions – standards. He feels we should have uses by right as much as possible.

Roger Williams told the Commission he has started a rough draft for a plan of attack. He feels the definitions section can be worked on at this time along with creating the zoning districts. He talked about how unique the joint planning is and how it creates things that must be handled specifically because of dealing with two Township Boards. Mr. Brooks asked if Mr. Williams feels a special meeting would be needed. Mr. Williams stated he feels sufficient progress should be able to be made at the normal meetings.

Blake Brooks listed October 16th as the next meeting date at Homestead Township. The November meeting will be on November 20th back at Inland Township.

A rough draft of by-laws for the Commission was passed out. By-Laws will be discussed at the October meeting. Mr. Brooks asked Mr. Williams if he would look over the by-law draft. Mr. Williams indicated he would.

Education was discussed for the Commissioners. Zelda Gray made the motion to register at least 4 commissioners to the Citizen Planner on-line program offered by MSU. Jessica Wooten supported her motion. All ayes. Motion carried

People that will register for the program are: Zelda Gray, Roger Hubbell, Jess Wooten, Mary Miller, Christy Andersen, and Blake Brooks.

PUBLIC INPUT:

Jim Dulzo thanked Blake Brooks and Christy Andersen for getting a copy of the master plan draft and maps to him early.

Mr. Dulzo updated the Commission of the Grand Vision as two year planning processes taking place in Traverse City. He said there was a good response and the Michigan Land Use Institute is making the presentation into a DVD for distribution. He invited the commissioners and public to attend the first work shop taking place at 6:00 P.M. on October 17th at the Park Place Hotel.

Kathy Ralston stated the County Planning Commission got a deal on their Citizen Planning program receiving the program for \$199.99 each person. Cathy Demitroff will check into this possibility with Mr. Steve Fouch, Benzie County MSU extension officer.

The next regular meeting of the Planning Commission on October 16, 2007 at the Homestead Town Hall at 7:00p.m.

Mary Miller made a motion to adjourn the meeting. Christy Andersen supported the motion. All Ayes.

Meeting adjourned at 8:53p.m.

Submitted by

Cathy Demitroff
JPC Acting Secretary