

**Homestead and Inland Townships
Joint Planning Committee Workshop
Homestead Township Hall
11508 Honor Highway
Honor, MI 49640
January 22, 2008 at 7:00P.M.**

Members Present: Fred Poynor, Dan Moore, Christy Andersen, Mary Miller, Bruce Andersen, Zelda Gray, Roger Hubbell

Absent: Jessica Wooten

Other Present: Roger Williams and Bill Sholten (Alternate, not sworn in), Paul Beechraft, Marilyn Wareham, Glen Puit, and Frank Walterhouse.

Chairman Hubbell called the meeting to order at 7:05pm.

Pledge Allegiance was recited.

Motion by Mary and seconded by Bruce to approve the minutes from 16 Jan 2008 with corrections:

- Members Present, Christy request last name be changed from "Anderson" to "Andersen".
- Absent, Bruce request last name be changed from "Anderson" to "Andersen".
- Page 1, sixth paragraph, add period after meeting.
- Page 1, seventh paragraph, add period after Carried.
- Page 1, eighth paragraph, add period after Carried.
- Page 1, ninth paragraph, add period after 2008.
- Page 1, last paragraph, delete one period after enforceable.
- Page 2, first paragraph, third line down, change "was" to "what".
- Page 2, second paragraph, third line down, change "too" to "to".
- Page 2, third paragraph, lines two, three, and four, add comma after the 1.
- Page 2, last paragraph, five lines down, change "township" to "townships" and delete one period after the area.
- Page 2, last paragraph, sixth line down, change "Paritate" to "Patriot".

All Ayes, 1 Absent, Motion Carried.

Correspondence Received: None

Bills: Joint Planning Commission (JPC) members submitted their Vouchers for payment. Motion by Mary and seconded by Zelda, All Ayes, 1 Absent, Motion Carried.

Old Business:

Roger Williams requested the JPC receive advice from Legal Counsel on whether or not the JPC can legally create a joint Township Zoning Ordinance.

- Currently there is a Bill now sitting in the Legislature, but no action has been taken or is predicted to be taken anytime soon.
- Christy of JPC will contact Legal Counsel to see if we can create a joint zoning ordinance and if they can defend it. She will report findings at next meeting.

New Business:

Received numerous comments/recommendations for the JPC Master Plan from Government Agencies.

- Lake Township stated it was evident that much time and thought went into the plan and would like to commend the JPC on a job well done. They had no questions or concerns with the Master Plan.
- Benzie County Planning Commission found that the Master Plan was not entirely consistent with the 2020 County Comprehensive Plan. At this time, Roger Williams submitted a draft response letter to the JPC on answers to each of the Counties Major Concerns. The JPC discussed each major concern, and with a few minor changes, approved the draft response letter to send back to the County.
- Grand Traverse County Planning Commission stated the Master Plan was consistent with the Green Lake Township Master Plan and the Grand Traverse County Comprehensive Plan. They recommended JPC to work with MDOT on future development along US 31 corridor and commercial development. They also commended the two Townships for creating a joint planning commission for the betterment of both communities.
- Dave Langhorst of Michigan Department of Transportation Field Office in Kalkaska stated the proposed concentration of businesses, old/new, and expanding at and around existing sites along US 31 is appreciated. This will help MDOT with planning improvements and maintenance on the highway. He suggested an Access Maintenance (AM) chapter in the zoning ordinance. This would spell out the expectations and Townships/MDOT communications channels during the site planning process.

The JPC also received comments from citizens and will respond too during the public input portion of the review process. The JPC will send letters to all Government Agencies concern on their recommendations/comments to the Master Plan.

Position Description (PD)/Job Description for Zoning Administrator (ZA): Roger Williams submitted a draft PD description. The first page described a ZA typical qualifications and the second page was taken right out of the Homestead/Inland Zoning Ordinance.

- The JPC discussed, reviewed, and approved PD Description as written.
- The PD Description will be available to individuals by email, mail, or phone at the appropriate time.

Advertise for Zoning Administrator and Recording Secretary: The JPC drafted Help Wanted Advertisements for a Part Time ZA and a Recording Secretary.

- The JPC reviewed and approved both Help Wanted Advertisements as written by Mary.
- The Advertisements will be advertised in the Record Eagle and Record Patriot.
- Date Ads run: Record Eagle starting 3 Feb through 9 Feb 2008 and the Record Patriot will run two consecutive Wednesdays, 6 Feb and 13 Feb 2008.
- The PD Description for ZA will be available during this timeframe.
- Resumes will be accepted through 16 Feb 2008 by email or mail to Dan Moore.

Set Dates for Public Hearing on Master Plan: The JPC established and approved the 4 March 2008 and 5 March 2008 for Public Hearing.

- First Public Hearing will be at Homestead Township Hall on 4 Mar 2008 at 7:00pm.
- Second Public Hearing will be at Inland Township Hall on 5 Mar 2008 at 7:00pm.
- Roger Williams will draft up Public Hearing Notice due to legal requirements.
- Advertisement for Public Hearing Notice will be submitted to the local Paper of record, Inland–Record Eagle, Homestead–Record Patriot within 30 days and again within 7 days of Public Hearing.
- Secretary will submit for Advertisement on 6 Feb 2008 (Wed) and 27 Feb 2008 (Wed) to local Benzie Patriot Newspaper and Record Eagle.

Motion by Christy and seconded by Bruce, all Ayes, 1 Absent, Motion Carried.

Open Discussion – Public: Glenn Puit commended the committee’s efforts and asks to consider Mr. Olsen’s comments on environmental issues. Chairman asked Homestead Township Commissioner (Frank Walterhouse) if he had any inputs, Frank had no comments.

Next Regular Meeting will be at Homestead Township on 19 Feb 2008 at 7:00pm. JPC will review Job Resumes for Part Time ZA and Recording Secretary and complete final review of Master Plan before upcoming Public Hearing.

Meeting adjourned at 8:54pm

Submitted by
Dan Moore
JPC Secretary