

# MINUTES

## REGULAR MEETING OF THE MONROE COUNTY PLANNING COMMISSION

**DATE and TIME:** January 14, 2015, at 7:30 p.m.

**PLACE:** Monroe County Courthouse Annex  
Board of Commissioners' Committee Room  
125 East Second Street  
Monroe, MI 48161

**MEMBERS PRESENT:** Mary Webb (Chairman), Scott Assenmacher, Mark Brant, Dan Brooks, Rebecca Curley, Floreine Mentel, Herb Smith, Mike Sperling

**MEMBERS EXCUSED:** Patrick Miller

**MCPC STAFF PRESENT:** Lee Markham, Planner; Ryan Simmons, Planner

**OTHERS PRESENT:** Larry See Jr.

1. A quorum being present, Chairman Webb called the meeting to order at 7:30 p.m. and the Commission proceeded to transact business.
2. Chairman Webb led the Commission in the Pledge of Allegiance.
3. Election of 2015 Officers – Mr. Peven called for the election of the Chairman. Motion by Mrs. Mentel, supported by Mr. Brant, to nominate Mary Webb as Chairman

Motion by Mr. Sperling, supported by Mr. Brant, to close the nominations

**MOTION CARRIED**

Mr. Peven called for a vote. Chairman Webb was elected unanimously to be the Chairman for 2015.

Chairman Webb called for the election of the Vice-Chairman. Motion by Mr. Brant, supported by Mr. Brooks, to nominate Herb Smith as Vice-Chairman

Motion by Mr. Brooks, supported by Mr. Brant, to close the nominations

**MOTION CARRIED**

Chairman Webb called for a vote. Mr. Smith was elected unanimously to be the Vice-Chairman for 2015.

Chairman Webb called for the election of the Secretary. Motion by Mr. Smith, supported by Mr. Sperling, to nominate Mark Brant as Secretary.

Motion by Mr. Smith, supported by Mrs. Curley, to close the nominations

**MOTION CARRIED**

Chairman Webb called for a vote. Mr. Brant was elected unanimously to be the Secretary for 2015.

4. Adopt/Revise Agenda

Motion by Mrs. Mentel, supported by Mr. Smith, to adopt the agenda.

**MOTION CARRIED**

5. Approval of the Minutes of the December 10, 2014 meeting minutes

Motion by Mr. Sperling, supported by Mrs. Curley, to accept the minutes of the December 10, 2014 meeting as submitted and place on file.

**MOTION CARRIED**

6. Call to the Public – There were no comments from members of the public.

7. Correspondence & Information

A. Correspondence

1. Letter from Meagan Russell, Deputy Clerk regarding re-appointments to the Planning Commission – Mr. Peven stated that a letter was sent to reappoint Commissioners for the 2015 term and for the 2014 term as these Commissioners were never reappointed. These Commissioners were all reappointed. The letter also asked to appoint Larry See Jr. to one of the vacant Commissioner positions but this was not done as the County Board is still considering dropping the number of Planning Commissioners to nine. Thus, the number of Commissioners is currently nine.

Mr. Peven asked if the Commissioners wished him to send another letter asking the County Board to appoint two more Commissioners. One of the spots would be for another County Board member to replace Mr. Sheppard, although Mr. Brant stated that the Board is currently considering him the sole Board representative on the Planning Commission.

Chairman Webb stated that the Planning Commission is supposed to represent the entire County and all of its important interests and that she does not think having only nine members on the Planning Commission would truly represent the County. Mr. Brooks agreed that Mr. Peven should send a letter to the County Board asking for two more members on the Commission.

Motion by Mr. Sperling, supported by Mrs. Curley, that a letter should be written asking the Monroe County Board of Commissioners to appoint two additional Planning Commissioners in order to fairly represent all of the demographics of Monroe County.

Mr. Peven suggested that he could write the letter and that Chairman Webb could appear in person to the County Board and present it to them. He also asked if the letter should specifically ask for another County Commissioner to be appointed to be replaced Mr. Sheppard as well as asking for Mr. See to be appointed. Mrs. Mentel suggested that the Planning Commission could go to 10 members if the Board did not want to appoint another Board Member to the Planning Commission but Mr. Brant stated that having an odd number would be easier. Mr. Assenmacher suggested that it would be good to ask for someone from a specific area of the County or with a specific expertise from the County Board.

Chairman Webb asked if Mr. Sperling would like to withdraw his current motion and to make a new motion to reflect the current discussion regarding specific appointments to the Commission. Mr. Sperling agreed to do this.

**MOTION WITHDRAWN**

Motion by Mr. Sperling, supported by Mrs. Curley, that a letter should be drafted asking the Monroe County Board of Commissioners to appoint Larry See Jr. and another Monroe County Board of Commissioners member chosen by the County Board to the Monroe County Planning Commission in order to fairly represent all of the demographics of Monroe County.

**MOTION CARRIED**

Mr. Assenmacher reiterated that he believed that the language of the letter should state clearly that the reason the Planning Commission needs to have 11 members is in order to represent all of the demographics and important interests in the County.

**MOTION CARRIED**

2. Letter from Jamie Dean regarding Solid Waste Activities

B. Information

1. Notice from EPA regarding Draft Underground Injection Permit – Mr. Peven stated that there were some concerns from Commissioner Hoffman regarding this permit, but he found that this permit is standard practice throughout the country and not out of the ordinary.
2. SEMCC December newsletter
3. “Healthy Herald” MCHD newsletter
4. LaPointe Drain Watershed Plan meeting, January 21, 2015 at 7:00 p.m.
5. Building Healthy Communities meeting – January 21, 2015 at 10:00 a.m.
6. Lake Erie Algae Meeting – January 22, 2015 at 8:00 a.m. – Mr. Peven stated that Chairman Webb and Mr. Simmons will be attending this meeting. Chairman Webb stated that she attended a previous meeting in the Detroit area and among the topics discussed were the issues that the City of Detroit has with its water system and how this may be contributing to the algae problem.

Motion by Mr. Sperling, supported by Mrs. Curley, to accept the Correspondence and Information and to place them on file.

**MOTION CARRIED**

8. Old Business:

A. Partners in Planning Update

1. Erie Township Mapping Project – Mr. Peven stated that the Township is still reviewing the draft maps.
2. Milan Township Land Use Plan – Mr. Peven stated that he will be meeting with the Township January 15<sup>th</sup>. The Plan is almost completed.
3. Luna Pier Recreation Plan – Mr. Peven stated that the meeting on January 13<sup>th</sup> was inadvertently scheduled on their agenda for the 14<sup>th</sup>. He stated that he is supposed to meet with the Township after the County Planning Commission meeting tonight but he may have to reschedule this meeting to next week.

B. Monroe County Remonumentation Program – The 2014 program was wrapped up and the grant for the 2015 program has been submitted on time and he is waiting to hear back from them.

C. 2015 MDARD Strategic Growth Initiative Grant Application – Mr. Peven met with Tim Lake and Ned Birkey on the 14<sup>th</sup> regarding this grant to put the finishing touches on the application, which is due on the 16<sup>th</sup>. They will have to eventually make a presentation in Lansing in February.

D. Monroe County Planning Director Evaluation – Chairman Webb went through the Evaluation. She stated that the applications were very positive regarding Mr. Peven and the Commission as a whole, especially considering the Commission’s limited budget. The main issue stated on the evaluations for the Planning Commission for next year would be to cultivate more relationships with the local governments within the County. Mr. Peven stated that the upcoming newsletter would help with this. Chairman Webb brought up several parameters on the report form that could not be evaluated by the Commissioners.

9. New Business:

A. Consent Agenda

**TOWNSHIP ZONING REVIEWS**

200.1-1-15-1      Ida Township (map)

This is an official request to change the zoning on a 1.2 acre parcel from C, Commercial District to RA-1, Single Family Residential District. The proposed use for the property is not stated. The site is located at the intersection of Ida West Road and Lowe Road.

Recommendation: Staff recommends that the Monroe County Planning Commission advise the Ida Township Board that it recommends approval of the proposed zoning change request, as the rezoning is in agreement with the Monroe County Comprehensive Plan and with adjacent land uses, and for the reasons stated above.

**OTHER REVIEWS**

200.3-12-14-3      Monroe Charter Township Master Plan Update

Monroe Charter Township has forwarded a copy of their 2014 Master Plan Update to the Monroe County Planning Commission for review and comment. In compliance with the Michigan Planning Enabling Act, the Township is required to submit the Plan to the County Planning Commission for review and the County has 63 days to review the Plan and offer any comments.

Recommendation: Staff recommends that the Monroe County Planning Commission submit the above comments to Monroe Charter Township.

200.3-12-14-4      LaPlaisance Corridor Plan (Monroe Charter Township)

Monroe Charter Township has forwarded a copy of their LaPlaisance Corridor Plan to the Monroe County Planning Commission for review and comment. This Plan is an addendum to the Monroe Charter Township Master Plan Update but is being reviewed separately due to the addendum's length and its focus upon one specific area of the Township. In compliance with the Michigan Planning Enabling Act, the Township is required to submit the Plan to the County Planning Commission for review and the County has 63 days to review the Plan and offer any comments.

Recommendation: Staff recommends that the Monroe County Planning Commission submit the above comments to Monroe Charter Township.

**FARMLAND REVIEWS**

200.4-1-15-1      Raisinville Township (Owner: D. Knabusch)

The property consists of a parcel totaling approximately 25.8 acres in size. It is located on the south side of Stadler Road west of Doty Road.

Recommendation: Staff recommends that the Monroe County Planning Commission approve this application for inclusion in the Farmland and Open Space Program because it is consistent with the intentions of Public Act 116 of 1974 and for the reasons stated in the review.

Motion by Mr. Brant, supported by Mr. Sperling, to approve the consent agenda and summary of amendments and to accept Staff's recommendations.

**MOTION CARRIED**

- B. Summerfield Schools Safe Routes to Schools Project – Mr. Simmons explained the Safe Routes to School program and stated that he will be providing input for the Summerfield school district in order to help them obtain a Safe Routes to School grant. He is attending a meeting on January 15<sup>th</sup> in Petersburg.
- C. Planning Department Goals – Mr. Peven stated that he had a request from Mr. Bosanac to provide goals for the Planning Commission in 2015. He stated that he sent a preliminary list of goals but that Mr. Bosanac was requesting some more specific goals as well as one or two additional goals. Mr. Peven stated that he told Mr. Bosanac that he would discuss some more specific goals with the Planning Commission and then come up with a list for him.

Mr. Assenmacher brought up the Federal Land Access Program that would help provide access to water features in the County and that this could be added as a goal for 2015. He stated that a start would be establishing a list of where the needs in the County are located. He stated that a public input process and having a conversation with the Townships would help to provide this list. Mr. Peven brought up non-motorized transportation as another possible goal.

- D. 2015 Monroe County Planning Commission Roster – Mr. Markham asked the Commissioners to check the roster to make sure that all of the information is correct.

9. Budget & Finance

- A. 2015 Planning Budget – Mr. Peven presented a copy of the final approved 2015 budget to the Planning Commission.

10. Committee Member's / Director's Report

- A. Lake Erie Transit (LET) Commissioner Report – Dr. Miller was not present. Mrs. Mentel stated she was there at the meeting and they are looking to add a person to work under the director for Lake Erie Transit and they are also looking to add more bus drivers and mechanics. Other than that she stated that Lake Erie Transit is doing well.
- B. Monroe County Parks and Recreation Commission Report – Mrs. Mentel went through the goals and objectives for the Commission for 2015. She stated that reservations may be made for the parks again starting on March 1<sup>st</sup>.
- C. Monroe County Road Commission Report – Mr. Assenmacher stated that a proposed National Functional Classification map has been created and will be presented to the Federal Aid Committee in February. He went through the details of the Federal Land Access Program and stated that applications are due on February 15 so there is not a lot of time to apply. He asked the Commissioners if they knew of any possible roads that might apply to be funded by this program. Mr. Assenmacher discussed the wetlands mitigation measures that would be done as part of the I-75 reconstruction and how it would affect Waterworks Drive, possibly creating a cul-de-sac with a possible park at the end of the road.

11. Other Items from Members –

- A. Mr. Smith discussed the budget constraints claimed by the State of Michigan in administering their PA 116 program and how they might not be able to process the renewal of his farm property's agreement until 2016.

12. Next meeting is scheduled for Wednesday, February 11, 2015 at 7:30 p.m.

13. Adjournment: Motion by Mr. Brant, supported by Mr. Smith, to adjourn the meeting. The meeting concluded at 9:00 pm.

**MOTION CARRIED**

**MEETING ADJOURNED**

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