

MINUTES

REGULAR MEETING OF THE MONROE COUNTY PLANNING COMMISSION

DATE and TIME:	August 12, 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, Rebecca Curley, Floreine Mentel, Patrick Miller, Larry See Jr., Herb Smith, Mike Sperling; Gary Wilmoth
MEMBERS EXCUSED:	Dan Brooks
MCPC STAFF PRESENT:	Jeff Boudrie, GIS Specialist; Lee Markham, Planner; Ryan Simmons, Planner
OTHERS PRESENT:	Courtney Curley; Jeff Myers, Mannik Smith Group; Ryan Robinson, Wilbur-Ellis

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. Adopt/Revise Agenda

There were no amendments to the agenda.

4. Approval of the Minutes of the July 8, 2015 meeting minutes

Motion by Mr. Smith, supported by Mr. Sperling, to accept the minutes of the July 8, 2015 meeting as submitted and place them on file.

MOTION CARRIED

5. Call to the Public – The members of the public that were present for Case 200.1-8-15-11 chose to wait until the Consent Agenda portion of the meeting before speaking about the case.
6. Correspondence & Information
 - A. Correspondence
 1. Letter from Jeff Jenks, SEMCOG Chairperson regarding passage of Michigan Public Act 40 of 2015 – Chairman Webb mentioned that Rob Peven served on this task force and was thanked for his service. Mr. Simmons stated that he would talk about the details of this new law under New Business.
 2. Letter from Jeff Jenks, SEMCOG Chairperson appointing Mr. Peven to the Economic Development Task Force.
 - B. Information
 1. *The Open Road*, Jul/Aug 2015, Monroe County Road Commission Newsletter
 2. *Recycle Now*, Monroe County recycling calendar

Motion by Mrs. Mentel, supported by Dr. Miller, 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. Boudrie stated that he is still waiting to hear back from the Township in regards to any proposed changes to the maps.
2. Milan Township Land Use Plan – Mr. Simmons stated that there will be a public hearing on August 20th regarding the Plan and that Mr. Peven will be in attendance.

B. Planning and Zoning Seminar – follow up report – Mr. Simmons stated that the Seminar was very well attended. He stated that a lot of the information provided was a good review of the importance of the long-range plan and how it should support the zoning of a community. He mentioned that Mr. Peven asked a question about whether it was important to put the reasons for recommending denial for a rezoning in the motion made by the Planning Commission and that the attorneys stated that it was very important in order to help protect against lawsuits. Mr. Simmons stated that in the future he would be sure to make detailed recommendations in his zoning reviews, and that it was important for the Planning Commission to include any details for denying a rezoning within their motion. Mr. Smith stated that the Seminar was very good.

C. Monroe County Capital Improvements Plan – Mr. Markham stated that on August 4th the Capital Improvements Plan was approved by the Physical Resources Committee and it has been passed on to the full Board of Commissioners.

9. New Business:

A. Consent Agenda

TOWNSHIP ZONING REVIEWS

200.1-8-15-11 Dundee Township (map)

This is an official request to change the zoning on a 9.145 acre parcel portion from AG, Agricultural District to I, Industrial District, with conditions. The purpose of the rezoning is to place an agricultural fertilizer and seed storage business on the property. The site is located on M-50 west of Wilcox Road on the site of the former maintenance facility for the Monroe County Road Commission.

Recommendation: Staff recommends that the Monroe County Planning Commission advise the Dundee Township Board that it recommends approval of the proposed zoning change request, as the rezoning is not contrary to the Monroe County Comprehensive Plan, is similar in nature to the current land use of this property and is not a nuisance to neighboring properties, and for the other reasons stated above.

Mr. Simmons presented Staff's report, stating that the site has previously been used industrially and that an agriculturally related industrial use for this site would not be contrary to the Agricultural designation on the County's Future Land Use Map and that it would provide an economic development benefit to the County.

Mr. Myers from Mannik and Smith presented a large site plan of the proposed development. He stated that the proposed new development would clean up the site. Mr. Robinson from Wilbur-Ellis explained that his company was a family-owned business and that he is hoping to relocate from Blissfield. Chairman Webb asked if his company provides crop advisors to farmers. Mr. Robinson stated that this is also part of his company's services. Chairman Webb stated that it was good to have companies like his to help represent farmers. Mr. Robinson stated that his company feels that it is important to promote safe farming that protects the environment.

200.1-8-15-12 Frenchtown Charter Township (map)

This is an official request to change the zoning on nine (9) separate parcels in Frenchtown Charter Township (see attached map). Purpose: The purpose of the rezoning is not stated, but is a request initiated by the Frenchtown Charter Township Planning Commission. The parcels are located throughout Frenchtown Charter Township.

Recommendation: Staff recommends that the Monroe County Planning Commission advise the Frenchtown Charter Township Board that it recommends approval of the proposed zoning change request, as the rezonings are either consistent with the Monroe County Comprehensive Plan or consistent with the property's present land use, and for the reasons stated above.

FARMLAND REVIEWS

200.4-8-15-7 Exeter Township (Owner: Roof, T. & M.)

The property consists of a parcel approximately 11.79 acres in size. It is located on the east side of Martinsville Road north of Fay Road in Exeter Township.

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.

200.4-8-15-8 Exeter Township (Owner: Roof, T. & M.)

The property consists of a parcel approximately 11.79 acres in size. It is located on the east side of Martinsville Road north of Fay Road in Exeter Township.

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.

FEDERAL REVIEWS

200.2-8-15-1 Whiteford Township: Water and Waste Disposal Loan and Grant

Whiteford Township has applied for a Water and Waste Disposal Loan and Grant from the United States Department of Agriculture (USDA) in the amount of \$3,013,000 toward a total cost of \$3,013,000. The Water and Waste Disposal Loan and Grant Program is a program that supplies mostly long-term, low interest loans to governmental entities, federal tribes and non-profits for water and sewage disposal systems.

Motion by Mr. Brant, supported by Mr. Smith, to approve the Consent Agenda and to accept Staff's recommendations. Mr. Assenmacher abstained from the Dundee Township case due to the Road Commission's previous history with this particular site.

MOTION CARRIED

B. GIS Report –

1. Property Mapping Efforts - Mr. Boudrie stated that these efforts have been paused for a few weeks. He stated that a consultant will be converting all of the data to the local government information model, which is a more Internet friendly model. He stated that the ability to use ArcGIS online is part of the \$14,000 maintenance fee that we pay every year and will give more use of the data by other County departments through the use of templates, and will allow companies looking to locate inside the County to also use the data. He stated that he has been meeting with New Arrow Technologies regularly to make these improvements and that there will be an application for the Treasurer's Office by the end of August. He stated that there will also be a mobile

application. Mr. Boudrie stated that the Planning Department has been pushing for GIS for a long time and now it is finally economical enough to use it on a county-wide basis.

Mr. Assenmacher stated that the Road Commission would also be interested in such a system and asked if the City of Monroe or any other municipalities might also be interested. Mr. Boudrie stated that they have not focused on that yet as they have only been looking at it at the County level so far. He stated that ESRI limits the amount of data that are able to be used by a system of credits that are part of the maintenance fee. He stated that the Road Commission would be able to use this data due to the existing network connection.

2. 2015 Aerial Photography Program – Mr. Boudrie stated that by the end of August the photography will be loaded on a server hosted by the vendor. After it is loaded, quality control of the photography will commence and anomalies will be reported back to the vendor.
3. Michigan 3D Elevation Program – The Department was approached by the County Drain Commissioner regarding this program, which would aid the Drain Commission greatly. Mr. Boudrie stated that this program would provide two-foot contour mapping which would give much greater accuracy and detail than what we already have. There will be a meeting regarding this program in September and how it could be funded by the County, as it would cost about \$57,000. The data would also help us assist the public better in dealing with floodplain issues and agricultural runoff. Mr. Brant asked if there would be an additional cost to integrate the data. Mr. Boudrie stated that there would be but it is now an automated process so that the cost would be much lower than in the past.

C. Public Act 40 of 2015 – Mr. Simmons addressed this new law passed by the State which gives the Department of Licensing and Regulatory Affairs (LARA) the ability to inspect manufactured housing parks in the State and to force the owners of these parks to make any changes necessary to protect the health and safety of residents within 60 days. Mr. Simmons stated that if the owners do not make the required changes, the law gives LARA the power to hire somebody to make the changes and then to charge the owners of the park for the cost. The law also gives the County Departments of Health the power to relocate residents from a park if there is an imminent threat to their safety. Chairman Webb stated that she wished that the State would address requiring tornado shelters for manufactured housing parks as this is a major danger to the safety of residents at these parks.

9. Budget & Finance

- A. 2016 Budget Process – Mr. Boudrie stated that he and Mr. Peven met with Mr. Bosanac and Ms. Maier regarding the budget and the Department's budget was approved by them except for the extra overtime pay that was being asked for.

10. Committee Member's / Director's Report

- A. Lake Erie Transit (LET) Commissioner Report – Dr. Miller stated that business is good. He stated that there is a new fare box system that tracks fare revenue better. He stated that there is a new program that encourages the drivers to be more fuel efficient. There is an upcoming millage vote in Frenchtown Charter Township in November. This millage was already approved in the City of Monroe, and there is also a current agreement with Bedford Township. Five new hybrid buses were acquired. These buses are more fuel efficient and easier to maintain. Chairman Webb praised LET for helping with the bus situation for the upcoming farm tour in September.
- B. Monroe County Parks and Recreation Commission Report – Mrs. Mentel stated that the trees that Mr. Brant donated have been planted. Vienna Park pavilions have had the most usage for 2015 and there are 212 reservations for all the County parks this year. Waterloo has had some tree replacements and other landscaping maintenance. Vienna Park had some trees planted and trash clean up but had an unauthorized junk dumping incident. Nike Park has been maintained despite the water problems and had some trees planted. Heck Park has been maintained and got some new trees. Loranger Park has been weeded. St. Antoine's Park will need some new foundations for some benches. West County Park had a gate installed and the fence posts are being

reworked. The canoe and kayak access at Ida Maybee Road is now available to be used. She stated that a staff member will be out for surgery but will be back shortly, and that the Parks department could use a new dump truck.

- C. Monroe County Road Commission Report – Mr. Assenmacher stated that the Road Commission had a booth at the Fair this year. He stated that there have been a lot of drainage questions this year from the public due to the amount of rain and that there has been discussion about how to improve information and consistency to the public on drain issues. North County Line Road and its condition has also been a hot topic. Lewis Road will be on the October letting after some federal funds were reshuffled. Ida West Road will be redone next year. A portion of Plank Road should also be fixed within the next month and a half. Mr. Brant suggested doing a segment about the difference between the types of drains in the MCRC's newsletter. Mr. Assenmacher agreed that this would be a good topic for the newsletter. Mr. Assenmacher also discussed having a specific budget item for fixing unreliable outlets and maintaining ditches.

11. Other Items from Members – There were no other items from members.

12. Next meeting is scheduled for Wednesday, September 9, 2015 at 7:30 p.m.

13. Adjournment: Motion by Mr. Smith, supported by Mr. Sperling, to adjourn the meeting. The meeting concluded at 8:20 pm.

MOTION CARRIED

MEETING ADJOURNED

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