

# MINUTES

## REGULAR MEETING OF THE MONROE COUNTY PLANNING COMMISSION

**DATE and TIME:** August 13, 2014, at 7:30 p.m.

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

**MEMBERS PRESENT:** Herb Smith (Vice-Chairman), Mark Brant, Dan Brooks, Rebecca Curley, Floreine Mentel, Jason Sheppard, Mike Sperling

**MEMBERS EXCUSED:** Scott Assenmacher, Patrick Miller, Mary Webb

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

**OTHERS PRESENT:** Larry See Jr., citizen

1. A quorum being present, Vice-Chairman Smith called the meeting to order and the Commission proceeded to transact business.
2. Vice-Chairman Smith led the Commission in the Pledge of Allegiance.
3. Adopt/Revise Agenda

Motion by Mr. Brant, supported by Mr. Sheppard, to adopt the agenda.

**MOTION CARRIED**

4. Approval of the Minutes of the July 9, 2014 meeting minutes

Motion by Mr. Sperling, supported by Mr. Sheppard, to accept the minutes of the July 9, 2014 meeting as submitted and place on file.

**MOTION CARRIED**

5. Call to the Public – No one had comment.

6. Correspondence & Information

A. Correspondence

1. Letter from James A. McDevitt, Supervisor, Frenchtown Charter Township regarding Berlin Charter Township's Draft Master Plan (adjacent community)

B. Information

1. SEMCOG schedule of public meetings for SEMCOG's Non-motorized Plan – Mr. Simmons stated that there will be a SEMCOG Non-Motorized Plan meeting in Monroe County on August 21<sup>st</sup> in the Village of Dundee.
2. *The Open Road* July/August 2014, Monroe County Road Commission newsletter
3. *City of Luna Pier Newsletter*, Summer 2014
4. Household Hazardous Waste Collection – Mr. Simmons stated that there will be a waste collection event on August 18<sup>th</sup> at the Community College.

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

**MOTION CARRIED**

7. Old Business:

A. Partners in Planning Update

1. Monroe Charter Township Mapping Project – Mr. Markham stated that Mr. Boudrie has submitted a final draft of the mapping work to the Township for review.
2. Erie Township Mapping Project – Mr. Markham stated that Mr. Boudrie has submitted a final draft of his mapping work to the Township for review.
3. Milan Township Land Use Plan Update – Proposed Contract – Mr. Simmons stated that this contract has been approved by the Township.
4. Luna Pier Recreation Plan – Mr. Simmons stated that this contract has been approved by the City.

B. Monroe County Capital Improvements Plan – Mr. Markham stated that the CIP Plan was approved by the full Board of Commissioners.

C. Monroe County Comprehensive Economic Development Strategy – Mr. Markham stated that a list of potential projects has been approved and that this list will be sent to the SEMCOG Regional CEDS and the Northwest Ohio Regional CEDS.

D. Water Trail Plan – Mr. Simmons passed a draft copy of the Monroe County Water Trail Plan around and stated that Mr. Peven will do a full presentation of the Plan in September.

8. New Business:

A. Consent Agenda

**TOWNSHIP ZONING REVIEWS**

200.1-8-14-14                      Milan Township (map)

This is an official request to change the zoning on several parcels and parcel portions totaling approximately 10.8 acres from C-1, Local Commercial District to C-2, Regional Commercial District. The purpose of the rezoning is for a used vehicle sales and service facility. The site is located on the east side of Sanford Road south of the intersection with Milan-Oakville Road.

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

**OTHER REVIEWS**

200.3-8-14-1                      Berlin Charter Township Draft Master Plan

Berlin Charter Township has forwarded a copy of their 2014-2018 Draft Master Plan 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. The Township plans to have its public hearing to approve its Plan at its August meeting.

Recommendation: Staff recommends that the Monroe County Planning Commission submit comments (as outlined in the staff review) to Berlin Charter Township.

**SUMMARY OF AMENDMENTS**

**TOWNSHIP ZONING REVIEW**

200.1- 8-14-15

Monroe Charter Township (text amendment)

Monroe Charter Township is proposing to amend Article 3, Section 3.200 of its Zoning Ordinance, which would approve the revised floodplain maps produced by the Federal Emergency Management Agency (FEMA) and add a reference of the map numbers pertaining to the Township to the Monroe Charter Township Zoning Ordinance.

Recommendation: Staff recommends that the Monroe County Planning Commission advise the Monroe Charter Township Board that it recommends approval of the proposed zoning text amendment.

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

**MOTION CARRIED**

9. Budget & Finance

A. There were no budget & finance items on the Agenda.

10. Committee Member's / Director's Report

A. Lake Erie Transit (LET) Commissioner Report – Dr. Miller was not present. Mrs. Mentel commented regarding the systems that are being placed upon the LET buses that will monitor their bus drivers' driving behavior in order to encourage better driving. Mr. Sheppard stated that this system is already in place on the Road Commission's vehicles.

B. Monroe County Parks and Recreation Commission Report – Mrs. Mentel stated that the swing sets were painted and the seats were replaced at Waterloo Park, as well as some brush being cleared. Vienna Park had some fence repair and grass and ditch maintenance work. Nike Park had some picnic tables painted and some trees removed. Heck Park had fence repair and landscaping maintenance. The acquisition of the property in Raisinville Township is progressing. The parking lot fence was repaired and there is continuing to be ongoing maintenance at Navarre-Anderson. Loranger Square was readied for the Jazz Festival.

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

13. Next meeting is scheduled for Wednesday, September 10, 2014 at 7:30 p.m.

14. Adjournment: Motion by Mr. Sheppard, supported by Mr. Brant, to adjourn the meeting.

**MOTION CARRIED**

**MEETING ADJOURNED**

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