

# MINUTES

## REGULAR MEETING OF THE MONROE COUNTY PLANNING COMMISSION

**DATE and TIME:** November 12, 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:** Mary Webb (Chairman), Scott Assenmacher, Mark Brant, Dan Brooks, Rebecca Curley, Floreine Mentel, Patrick Miller, Herb Smith, Mike Sperling

**MEMBERS ABSENT:** Jason Sheppard

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

**OTHERS PRESENT:** Tyler Gray, citizen; Brianna Jones, citizen; Casandra Linden, citizen; Amy Sarchenko, citizen

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

Motion by Mrs. Mentel, supported by Dr. Miller, to adopt the agenda.

**MOTION CARRIED**

4. Approval of the Minutes of the October 8, 2014 meeting minutes

Motion by Mr. Smith, supported by Mr. Sperling, to accept the minutes of the October 8, 2014 meeting as submitted and place on file.

**MOTION CARRIED**

5. Call to the Public – Chairman Webb asked the citizens present in the audience to introduce themselves to the Planning Commission.
6. Correspondence & Information
  - A. Correspondence
    1. Email from Amy Mangus, SEMCOG regarding Green Infrastructure Vision – Mr. Peven stated that this document won an award at the 2014 Michigan Planning Conference. He stated that the email is information regarding implementation of the Vision so far.
    2. Letter to Bill Jacobs of the Erie Township Planning Commission – Mr. Peven stated that this letter is addressing a proposed Residential to Industrial rezoning case that was heard by the Planning Commission in September. The Planning Commission recommended denial of this rezoning in agreement with Staff's recommendation and the Erie Township Board was asking for input from the Planning Commission regarding its decision. As Mr. Peven did not think that it was proper to add any additional analysis to Staff's report unless the case is reheard by the Planning Commission, Staff drafted a letter explaining the general rationale for our planning recommendation and sent it to the Township. The Township had asked for a staff member to

be present at its Township Board meeting, but it is being held on the same night as the Planning Commission meeting and, thus, a staff member was not able to attend.

**B. Information**

1. SEMCOG Public Notice on 2014-2017 Transportation Improvement Program
2. SEMCOG notice of "Pathways to Advance Lake Erie's Restoration" November 19, 2014

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

**MOTION CARRIED**

**7. Old Business:**

**A. Partners in Planning Update**

1. Erie Township Mapping Project – Mr. Peven stated that this project is almost done and that the Township is still currently reviewing the maps.
2. Milan Township Land Use Plan – Mr. Peven stated that he still has not met with the Township but that he has started updating the Plan and that there is a meeting coming up later in November.
3. Luna Pier Recreation Plan – Mr. Peven stated that he met with the City earlier in November and that he will be meeting with the City's Recreation Commission on November 13<sup>th</sup>. He stated that he has developed a recreation survey for them that will go out with their City newsletter.

**B. Monroe County Remonumentation Program - 2015 program changes – Mr. Peven stated that a long list of amendments was passed by the State Legislature that will affect how the program is run. He stated that the State is asking the County to update its remonumentation plan. Mr. Peven stated that the program's rules make it difficult to remonument the parts of the County that are outside the Public Land Survey. He stated that new rules now require the submittal of geodetic coordinates for new monuments, and that funds will be available to do this to acquire the coordinates of monuments that have already been installed.**

**C. Posting of Agenda Materials on Monroe County Website – Mr. Markham went through the new County guidelines for posting agendas 24 hours before meetings and the process that he has developed for posting the meeting materials and the approved meeting minutes. He pointed out a new disclaimer that would now be on agendas stating that last-minute items may be added to the agenda if necessary, and that Staff's planning recommendations may be changed or overturned by a vote of the Planning Commission. Finally, there would be a sentence stating that Staff would not discuss recommendations before the meeting, but that the public may either appear at meetings to comment on rezoning cases or may submit written comments prior to the meeting.**

Mr. Assenmacher stated that he thought that the phrase in the disclaimer stating that agenda amendments will be available before the meeting for "public scrutiny" should be softened. The Planning Commission came to a consensus that the wording should instead be changed to "amendments will be available to the public at the Planning Commission meeting."

**D. Monroe County Water Trail Guide – Mr. Peven passed out Monroe County water trail guide maps to the Planning Commissioners. He stated that they will be distributed throughout the County. He stated that there is also some grant funding available for implementation and that Mr. Bosanac is supportive of implementing this program and that there will be signs placed at kayak launch sites in the County. Mr. Peven stated that he is hoping that there will be some new piers constructed that will be accessible to persons with disabilities.**

**E. Planning Commission Appointments – Mr. Peven stated that the end of the year Mr. Smith's and Mrs. Curley's terms are expiring. Both Commissioners stated that they would like to be reappointed. Mr. Peven stated that a letter will be sent to the County Board asking for them to approve the reappointments, but that Mr. Sperling, Mr.,**

Assenmacher and Mrs. Mentel have not yet been reappointed even though their terms expired last year, and that he will also send a letter asking for their reappointment retroactively to the beginning of 2014. He also brought up the vacancy on the Commission and that the recommendation was for Larry See Jr. to be appointed to this position but that the Board has not acted upon this request yet.

Motion by Mrs. Mentel, supported by Mr. Sperling, to send a letter to the Monroe County Board of Commissioners requesting that Mr. See be appointed to fill the vacant spot on the Monroe County Planning Commission and that Mr. Smith and Mrs. Curley be reappointed to the Planning Commission

Mr. Brant stated that the replacement for Mr. Sheppard's position on the Commission would be made by the County Board in January.

**MOTION CARRIED**

- 8. New Business:
  - A. Consent Agenda

**TOWNSHIP ZONING REVIEW**

200.1-11-14-21                      LaSalle Township (text)

LaSalle Township is proposing to amend Ordinance 55, Section 5.17 of its Zoning Ordinance. These Articles pertain to accessory buildings constructed within the Township.

Recommendation: Staff recommends that the Monroe County Planning Commission advise the LaSalle Township Board that it recommends approval of the proposed zoning text amendment for the reasons stated above.

**FARMLAND REVIEWS**

200.4-11-14-22                      Ash Township                      (Owner: Wickenheiser, J. & M.)

The property consists of a parcel totaling approximately 20 acres in size. It is located on the west side of Maxwell Road south of Scofield Carleton 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.

200.4-11-14-23                      Ash Township                      (Owner: Wickenheiser, J. & M.)

The property consists of two parcels totaling approximately 73.33 acres in size. It is located on the west side of Maxwell Road south of Scofield Carleton 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.

200.4-11-14-24                      Ash Township                      (Owner: Wickenheiser, J. & M.)

The property consists of a parcel totaling approximately 20 acres in size. It is located on the west side of Maxwell Road south of Scofield Carleton 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.

200.4-11-14-25                      LaSalle Township                      (Owner: Anteau & Sons Holdings)

The property consists of two parcels totaling approximately 75 acres in size. They are located on the north side of Hubbard Road west of Goutz 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.

200.4-11-14-26                      London Township                      (Owner: Sheats, D. & D.)

The property consists of a parcel totaling approximately 36.16 acres in size. It is located between Plank Road and Wanty Road in London 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.

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

**MOTION CARRIED**

- B. 2014 Strategic Growth Initiative Grant Application – Mr. Peven stated that this is a reapplication for a grant that would fund a soybean processing facility located in Monroe County. He stated that the cost for the facility has been lowered, that there are some new partners and that site selection would now be included as part of the proposed study funded by the grant. He stated that this is a preliminary application and that he would find out in January whether they have been selected to submit a full application.

9. Budget & Finance

- A. 2015 Approved Budget – Mr. Peven stated that he has not received a copy of the final approved budget but that the Planning Commission's submitted budget was approved by the Board of Commissioners. Mr. Brant stated that aerial photography was approved in the economic development portion of the budget rather than in the Planning Commission's part of the budget.

10. Committee Member's / Director's Report

- A. Lake Erie Transit (LET) Commissioner Report – Dr. Miller stated that not much has changed transit-wise after the election as both governor candidates support transit. He stated that usage of LET has been up for 2014. He stated that he and some other board members attended the national transit conference and that there was lots of new green technology but it is expensive.
- B. Monroe County Parks and Recreation Commission Report – Mrs. Mentel stated that the mowing contracts were finished at the end of October so now parks and recreation staff is performing lawn care. She stated the parks are now officially closed. Repairs are being made to the dock at Waterloo Park. There was a disk golf tournament in Vienna Park on November 1<sup>st</sup> even though the park was technically closed on this date. At Nike Park and Heck Park the water service has been drained and winterized. The lease was approved at the Raisinville park and the site has been cleaned. At Navarre Anderson the south post has been removed for the winter. The two commission members whose terms are expiring are being recommended for reappointment. She stated that there were 156 pavilion rentals in 2014.

- C. Monroe County Road Commission Report – Mr. Assenmacher stated that MDOT was at the Road Commission today presenting their 2015 work program. He stated that the Road Commission and the City of Monroe also presented their projects. The Road Commission did work on more than 190 miles of road in fiscal year 2014 costing around \$12.5 million. He stated that the next Monroe County Federal Aid Committee meeting will be on December 10<sup>th</sup>.

Mr. Assenmacher then presented a PowerPoint presentation detailing the reconstruction of Samaria Road to the Planning Commissioners. The Road Commission received approximately \$5 million to work on 10 miles of Samaria Road. He emphasized that materials after the construction was completed were recycled and used on Monroe County's gravel roads.

Mrs. Mentel expressed her concern about MDOT's construction on M-125, saying that the lanes are too narrow and there will be problems if there is snow piling up adjacent to the road. Mr. Assenmacher stated that hopefully MDOT will fix this by the time major snowfall comes but this is an MDOT project so he has no additional insight into what their plans are.

A member of the audience asked about a project that was done in an alleyway in Monroe Township, stating that there was a gap in the alley in which the contractors only placed a wooden board down and that this was not safe, especially for those with disabilities. Mr. Assenmacher stated that if contractors are doing things like this that the Road Commission should be contacted immediately so that the Road Commission can get the contractors to fix the situation. Dr. Miller suggested calling the ADA representative in Lansing and that they will fine the contractors if ADA regulations are being violated.

12. Other Items from Members –

- A. Mr. Sperling stated that he would like to thank Mr. Sheppard for his service. Mr. Peven congratulated Mr. Brant and Mrs. Curley for being re-elected to their political offices, as well as Mrs. Mentel pending the write-in vote count.
- B. Chairman Webb stated that she would like to have a map created by staff with all of the PA 116 agreements shown. Mr. Peven stated that this was done for the County Plan and that Staff will update this map but that it could take some time due to the having to manually map each case in the County GIS, as maps often have to be drawn manually due to applicants not putting their entire property into the PA 116 agreement.
- C. A member of the audience asked about Cairns Park stating that it is not always properly maintained. Mr. Peven stated that this is a Monroe City Park under City of Monroe maintenance and that she should go to a City Council meeting and mention this.

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

14. Adjournment: Motion by Mr. Brant, supported by Mr. Sperling, to adjourn the meeting. The meeting concluded at 8:41 pm.

**MOTION CARRIED**

**MEETING ADJOURNED**

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