

MINUTES

REGULAR MEETING OF THE MONROE COUNTY PLANNING COMMISSION

- DATE and TIME:** March 8, 2017, 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; Scott Assenmacher; Mark Brant; Dan Brooks; Rebecca Curley; Floreine Mentel; Greg Moore, Jr.; Patrick Miller; Larry See, Jr.; Mike Sperling
- MEMBERS EXCUSED:** Mary Webb
- MCPC STAFF PRESENT:** Rob Peven, Planning Director; Ryan Simmons, Planner
- OTHERS PRESENT:** Anne Borowski, Village of Estral Beach; Mark Buttignoli, Guardian Industries; Dale Emmerich, Village of Estral Beach; Michelle Emmerich, Village of Estral Beach; John Fuller, Guardian Industries; Gerry Hool, Guardian Industries; Tim Lemmon, Guardian Industries; Tim Lake, Monroe County BDC; Jennifer Metcalf, Village of Estral Beach; Alicia Propsney, Village of Estral Beach; Danny Swindle, Village of Estral Beach

1. The meeting was called to order at 7:30 p.m. 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 Dr. Miller, to adopt the revised agenda.
MOTION CARRIED
4. Approval of the Minutes of the February 2017 Meeting

Motion by Mr. Brant, supported by Dr. Miller, to accept the minutes of the February 2017 meeting as written and to waive the reading thereof.
MOTION CARRIED
5. Call to the Public – No member of the public wished to speak at this time.
6. Correspondence & Information
 - A. Correspondence
 1. Letters to Robert Peven, Planning Director from Federal Communication Commission regarding Section 106 filings for PTC rail towers – Dr. Miller pointed out that the item on the agenda should read PTC rail towers, which stands for Positive Train Control. Mr. Peven stated that this would be corrected.
 2. Letter from James Latham, Planning Commission Chairman, City of Milan dated January 18, 2017 regarding the City's Notice of Intent to Prepare a Master Plan.
 3. Letter from Angela Christensen, Whiteford Township Clerk, dated December 22, 2016 regarding the Township's Notice of Intent to Prepare a Master Plan – Mr. Peven stated that the Township recently updated its Zoning Ordinance, and stated that the Township should have updated its Plan before updating their Ordinance.
 4. Letter from Larry Chinavare, Frenchtown Township Recreation Director, transmitting the approved Recreation Plan to the County Planning Commission

B. Information

1. SEMCOG, Regional Update, February 6, 2017
2. SEMCOG, Regional Update, February 20, 2017
3. SEMSCOPE, Winter 2017
4. TMACOG, Big Picture, March 2017
5. Monroe County Health Department, Healthy Herald, March 2017
6. Monroe County Historical Museum, Grapevine, Feb 24, 2017

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

MOTION CARRIED

7. Old Business:

A. Partners in Planning Update

1. Village of Estral Beach – proposed planning services contract – Mr. Peven stated that the proposed contract is located in the amendments to the agenda. He stated that the Village would like to develop their own Plan but use the County’s assistance. The proposed contract would charge the Village at an hourly rate for our assistance which would be equal to Mr. Simmons’ salary plus benefits, as well as a per page cost for copies and a standard mileage rate.

Mr. Peven stated that Mr. Swindle from the Village has indicated to him that the Village would approve the proposed contract, so he is putting the proposed contract before the Planning Commission for their discussion and approval. Mr. Swindle stated that they have already talked about the contract, but that he would run the contract by their Village Council to ensure there are no issues with it, but that he did not think there would be any issues. Mr. Peven asked if the contract is what the Village was asking for. Mr. Swindle stated that it is.

Motion by Mr. Brooks, supported by Dr. Miller, to approve the contract with the Village of Estral Beach.

MOTION CARRIED

- B. Monroe County Remonumentation Program – Mr. Peven stated that the completion report was finished on time at the end of February, and that the 2017 grant application has been approved. He stated that he will now start working on completing the 2017 contracts with the surveyors.
- C. I-75 Corridor Study – Executive Summary – Mr. Peven stated that Mr. Brant is on the Committee for the Study, and that Tim Lake is also in the audience tonight and that he oversaw the development of this study.

Mr. Lake stated that the Study is completed and that the working group will be meeting on March 10th to review the plan and to come up with the next steps to move forward. He stated that the full plan is available on the plan’s website and it is branded as Monroe County Link. He stated that eight sites have been identified along the corridor that will be marketed for possible development in the future. He stated that a marketing video has also been shot that talks about the advantages of doing business in Monroe County, but that it is not yet complete and the draft copy will be shown to the working group. He stated that the Plan has action steps of how to move forward and that is what most of the work will now consist of.

Mr. Peven asked Mr. Lake if he would also like to give an update regarding the soybean plant study. Mr. Lake stated that there was a meeting regarding the marketing phase of that study. He stated that a couple of contacts have been made with developers considering locating a soybean facility, and they will be spending 2017 looking for more contacts.

Mr. Peven reminded the Commissioners that these studies are both successful joint projects between the Planning Commission and the Business Development Corporation, and that Mr. Brant serves on both of these bodies. Mr. Brooks asked if there has been any more movement from Andersons. Mr. Lake stated that Andersons is not

interested currently, but that they did review the Study and made many good recommendations that can be adapted moving forward.

Mr. Peven reminded the Commissioners that in 2016 the County's master plan was reviewed as required every five years by the State Planning Act, and that the Planning Commission had concluded that there was no need to update the Master Plan as conditions had not changed that dramatically in the County with the exception of I-75 and the future Gordie Howe bridge. As a result, the Planning Commission recommended a sub-area plan of the I-75 corridor, and that the Board of Commissioners stepped up and funded this Study. Mr. Peven stated that, thus, this study is like an amendment to the County Plan, and that as a result we should consider adopting this study, or amending the current plan to reference this new study. He stated that this could be done at a future meeting.

8. New Business
A. Consent Agenda –

TOWNSHIP ZONING REVIEWS

200.1-3-17-3 Summerfield Township (text)

Summerfield Township is proposing to amend Article 3.100, Section 2 of its Zoning Ordinance. This Section deals with medical marijuana-related home occupations within the Township.

Recommendation: That the Monroe County Planning Commission advise the Summerfield Township Board that it recommends approval of the proposed text amendments, but that the Township should be aware of potential exclusionary zoning issues regarding these amendments.

200.1.3-17-4 Ash Township (text)

Ash Township is proposing to amend Article 21, Section 05 and Article 15, Sections 02 and 03 of its Zoning Ordinance. These amendments pertain to accessory building requirements within the Township.

Recommendation: That the Monroe County Planning Commission advise the Ash Township Board that it recommends approval of the proposed text amendments.

200.1-3-17-5 Ash Township (text)

Ash Township is proposing to amend Article 21, Section 09 of its Zoning Ordinance. This amendment pertains to swimming pool fence requirements within the Township.

Recommendation: That the Monroe County Planning Commission advise the Ash Township Board that it recommends approval of the proposed text amendment.

200.1- 3-17-6 Ash Township (map)

This is an official request to change the zoning on a parcel totaling approximately 60 acres from AG, Agricultural District to I-2, General Industrial District. The purpose of the rezoning is so Guardian Industries Corp. can add a new building for glass fabrication and warehousing. The parcel is located on the south side of Will Carleton Drive to the east of the current Guardian Industries plant.

Recommendation: That the Monroe County Planning Commission advise the Ash Township Board that it recommends approval of the proposed zoning change request, as the rezoning is in agreement with adjacent land uses to the west. The rezoning would encourage job development and economic growth within the County.

FARMLAND REVIEWS

200.4-3-17-1 London Township (Owner: J. Briggs)

The property consists of a parcel approximately 28 acres in size. It is located on the west side of Fuller Road between Milan Oakville Road and Darling Road.

Recommendation: That the Monroe County Planning Commission approve this application for inclusion in the Farmland and Open Space Preservation Program because it is consistent with the intentions of Part 361 of Public Act 451 of 1994 (more commonly known as PA 116), and for the reasons stated above.

SUMMARY OF AMENDMENTS

TOWNSHIP ZONING REVIEWS

200.1-3-17-7 Milan Township (text)

Milan Township is proposing to amend Article 5 and Article 13 of its Zoning Ordinance.

Recommendation: That the Monroe County Planning Commission advise the Milan Township Board that it recommends approval of the proposed text amendments.

200.1- 3-17-8 Frenchtown Charter Township (map)

This is an official request to change the zoning on a parcel totaling approximately 2 acres from LM, Light Manufacturing District to C-2, General Commercial District. The purpose of the rezoning is not stated. The parcel is located on the east side of Telegraph Road north of the northern intersection with Mall Road.

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

FEDERAL PROGRAM REVIEW

200.2-3-17-1 Applicant: SEMCOG Title: 2017-2018 Budget and Work Program

The Southeast Michigan Council of Governments (SEMCOG) has submitted its 2016-2017 Budget and Work Program to agencies throughout the Southeast Michigan region for review and comment.

Recommendation: That the Monroe County Planning Commission endorse this document by the Southeast Michigan Council of Governments.

Mr. Peven explained the process of approving Consent Agenda and the possibility of pulling cases off of the Consent Agenda to the audience. He asked if anyone in the audience would like a case pulled from the Consent Agenda for discussion or to address the Planning Commission. No member of the audience spoke up.

Motion by Mr. Sperling, supported by Mr. Brooks, to approve the Consent Agenda as written.

Mr. Assenmacher asked if this motion included the Summary to the Amendments. Mr. Peven asked Mr. Sperling if he would like to clarify his motion. Mr. Sperling made a motion to approve the Consent Agenda with the addition of the Summary of Amendments. Mr. Brooks seconded this amended motion.

Mr. Assenmacher stated that in regards to case 200.1-3-17-6 that he would like Staff's suggestion for buffering any development from neighboring residences that was mentioned in the report's Analysis section to be placed into the motion, and also to place that suggestion into Staff's recommendation.

Motion by Mr. Sperling to amend the original motion to include mention of buffering any development on the site from neighboring residential property if it is rezoned. Mr. Brooks seconded the motion.

MOTION CARRIED

Vice-Chairman Smith asked for discussion on the amended original motion. Hearing none, he called for a vote.

MOTION CARRIED

9. Budget & Finance – Mr. Peven stated that there is nothing to report.

10. Committee Member's / Director's Report

A. Lake Erie Transit (LET) Commissioner Report – Dr. Miller stated that LET is doing well after the failure of the RTA vote and he stated that they will continue to operate in the same manner, and that SMART will continue to do a lot of the grant work for them. He stated that there has been an increase in business, as 2016 was one of the best years that they have had. He said that there are now 10 hybrid buses in their fleet and because they are cheaper to operate their expenses have dropped. He stated that business is good. Mr. Sperling asked if ridership is up. Dr. Miller stated that it is.

B. Monroe County Parks and Recreation Commission Report – Mrs. Mentel stated that they are now implementing elements of the Water Trail Master Plan including signage and brochures. She stated that the Navarre-Anderson site has been upgraded and the funds come from the Museum budget. She stated that the antique tractor and engine show will be in July, and Nike Park also has the beagle club dog show. Waterloo Park will have the fishing derby again hosted by 4-H. Heck, Nike and West County parks will be having a controlled burn if the weather permits. There is a program for clearing out brush at the nature trails at Vienna Park and to put in additional signage. There is drainage work at Waterloo Park. The floors of some of the pavilions are being worked on. Work on the concrete is being done in the basketball area of Heck Park. Roofs on pavilions are being replaced at Vienna Park due to storm damage. Picnic benches have been inspected and are safe to use and repainting of pavilions and benches has been done. There will be work done on developing a virtual tour of each County Park and placing it on the County's website. She stated that parks will open on April 1st. She stated that \$12,755 in funds is available to be spent after expenses. She mentioned that kayak facilities are available at Waterloo Park and the Raisinville site. She stated that reservations will begin to come in after April 1st, as well.

Mr. Peven asked which County Commissioners are now serving on the Parks and Recreation Commission. Mrs. Mentel stated that Gary Wilmoth was newly appointed, and that Dave Hoffman is on the Commission.

C. Monroe County Road Commission Report – Mr. Assenmacher stated that on March 11th and 12th the MCRC will be at the Bedford Trade Fair and he showed the Planning Commission some of the materials that will be displayed at the Fair. He presented a map of MCRC projects from 2012 to 2016, stating that the map also shows how they have improved the pavement condition in the County in terms of good, fair and poor rated roads. He stated that the new funding coming in will allow them to improve the system even more. The second map he presented showed the 2017 projects as are presently known, and he stated that the map will be tweaked as new projects come in. He said that the map shows both surface treatments and culvert and bridge improvements. Finally he showed an updated version of the infographic that has been used in the past at the County Fair that now incorporates 2016 numbers. He stated that there will be a new concept for the 2017 infographic that will be displayed at the upcoming County Fair.

Dr. Miller asked if the road surface standards are a state standard that has been established. Mr. Assenmacher stated that they are, and explained the process, stating that a SEMCOG employee and MDOT employee

accompany a Road Commission employee while traveling all of the County Roads to ensure that there is consistency in ratings throughout both the region and the State.

11. Other Items from Members

- A. Mr. See volunteered to write the Planning Commission newsletter due to the shortage of planning staff, so long as Staff would be available to edit the newsletter. Mr. Peven stated that he would be in touch with Mr. See regarding this and that we are overdue for a newsletter.
- B. Vice-Chairman Smith thanked the public for coming out to the meeting tonight. Mr. Peven stated that he the Commission had considered cancelling tonight's meeting due to the bad weather but did not because they knew how many people would be coming for the meeting. Dr. Miller asked the public whether all of their concerns were adequately addressed. The members of the public who replied stated that they were.

12. The next meeting is scheduled for Wednesday, April 12, 2016 at 7:30 p.m.

13. Adjournment: Motion by Mr. Brant, supported by Mr. Sperling, to adjourn the meeting. The meeting concluded at 7:56 p.m.

MOTION CARRIED

MEETING ADJOURNED

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