

MINUTES

REGULAR MEETING OF THE MONROE COUNTY PLANNING COMMISSION

- DATE and TIME:** August 9, 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:** Mary Webb, Chairman; Scott Assenmacher; Mark Brant; Dan Brooks; Rebecca Curley; Floreine Mentel; Larry See, Jr.; Herb Smith; Mike Sperling
- MEMBERS EXCUSED:** Greg Moore, Jr.; Patrick Miller
- MCPC STAFF PRESENT:** Ryan Simmons, Planner
- OTHERS PRESENT:** Kyle Lievens, Whiteford Township; Bobbie Snyder, Whiteford Township

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 – Motion by Mr. Smith, supported by Mr. Sperling to adopt the agenda that is on the table.

MOTION CARRIED

4. Approval of the Minutes of the July 12, 2017 Meeting – Motion by Mr. Sperling, supported by Mr. See, to accept the minutes of the July 12, 2017 meeting and to place them on file.

MOTION CARRIED

5. Call to the Public – Chairman Webb asked which case the members of the public were here for. Mr. Simmons stated that they were here for Case 200.1-8-17-23. Chairman Webb asked if they would like to have the case pulled from the Consent Agenda. Mr. Simmons stated that they would as they do not agree with Staff's recommendation. Chairman Webb stated that this Case would be addressed later. She told the members of the public that it would probably be more profitable to wait to speak when the case is addressed later in the meeting. Ms. Snyder agreed that this would be fine.

6. Communications:

A. Correspondence

1. Letter from Carolyn Shively and Bernard Shively dated July 21, 2017 regarding the airport on Labo Road in Ash Township

B. Information

1. Monroe County Health Department, Healthy Herald, Aug 2017
2. Monroe County Health Department, 2017 Health Fair Flyer
3. Monroe County Road Commission, "The Open Road", June/July 2017
4. 2017 Children's Health Fair Press Release
5. SEMCOG request for comment on 2040 Regional Transportation Plan

6. LaSalle Township: Notice of Intent to Update their master plan.

Chairman Webb asked for a motion to accept the Communications. Motion by Mrs. Mentel, supported by Mr. Sperling, to accept the Correspondence and Information.

MOTION CARRIED

7. Old Business:

A. Partners in Planning Update

1. Village of Estral Beach – planning and zoning services – Mr. Simmons stated that the Village’s Master Plan is on the consent agenda tonight. He stated that once the public comment period is over and the Plan is approved that they will be starting on their Zoning Ordinance.
2. Milan Township – request for assistance – Mr. Simmons stated that the Township was requesting an update to their Zoning Ordinance. He stated that it would just consist of adding in the Township’s amendments to their Ordinance since their last update, so it would not be a lot of work to update and the Township would probably be charged at an hourly rate for the work. He stated that Mr. Peven just heard about the request today and has not written up a proposed contract for the work as of yet.

B. Monroe County Remonumentation Program –

1. Peer Group Meeting – Mr. Simmons stated that he spoke with Mr. Boudrie and that Mr. Boudrie told him that the Peer Group would have its first meeting on August 15.

C. Monroe County Capital Improvement Plan – Mr. Simmons stated that all of the projects have been submitted for this year’s CIP and that he needs to talk to Mr. Bosanac and the members of the Committee about a date when everyone can meet to review the projects.

8. New Business:

A. Consent Agenda

Mr. Simmons stated that for Case 200.1-8-17-27 there was an issue with creating a non-conforming lot with a property split, so Staff recommended denial for this case. He stated that with the Village of Estral Beach’s Master Plan, there was an issue with the Future Land Use Map being labeled with the actual zoning classifications, and that there was no commercial or light industrial uses indicated anywhere on the Map, which could be problematic if someone sought to ask for a use such as these in the future, as it is against the State Zoning Enabling Act to exclude land uses in a community that there is a demonstrated need for. Thus, he stated that Staff is recommending that they find a small area on the Future Land Use Map where these uses might be accommodated. He stated that other than these issues and a few other minor issues that overall their Plan was pretty good.

Motion by Mr. Sperling, supported by Mr. Brant, to approve Staff’s recommendations for all cases except for Case 200.1-8-17-23, which is to be pulled from the Consent Agenda.

MOTION CARRIED

TOWNSHIP ZONING REVIEW

200.1-8-17-25 Ash Township (map)

This is an official request to change the zoning on a 7.685 acre parcel from AG, Agricultural District to I-1, Light Industrial District. The purpose of the rezoning is to construct an artistic glass manufacturing facility on the site. The parcel is located on the west side of Romine Road, north of Newburg Road.

Recommendation: That the Monroe County Planning Commission advise the Ash Township Board that it recommends denial of the proposed zoning change request, as Staff feels that many of the uses allowed

by right in the Township's I-1, Light Industrial District are not appropriate for a site not served by public sewers, and for the other reasons stated above.

FEDERAL REVIEW

200.2-8-17-3 Applicant: Bedford Township
Title: Bedford Twp. Wastewater Treatment Plant & Collection System
Improvements Plan

Bedford Township, through the Spicer Group, has applied for a loan of \$11,150,000 from the Michigan Department of Environmental Quality's State Revolving Fund towards a total project cost of \$11,800,000 in order to fund the improvements recommended in the Bedford Township Wastewater Treatment Plant and Collection System Improvements Plan. The loan will be used to fund 27 different projects at the wastewater treatment plant, the reconfiguration of three pump stations, and the rehabilitation of sewers and manholes in the collection system.

Recommendation: That the Monroe County Planning Commission endorse this application by Bedford Township.

OTHER REVIEW

200.3-7-17-2 Raisinville Township Master Plan

Raisinville Township has released a copy of its 2017 "Raisinville Township Master Plan" for review and comment.

Recommendation: That the Monroe County Planning Commission submit Staff's comments regarding the Raisinville Township Master Plan to Raisinville Township.

FARMLAND REVIEWS

200.4-8-17-9 Bedford Township (Owner: Otto, S.)
The property consists of a parcel approximately 21.42 acres in size. It is located on the south side of Samaria Road west of Lewis 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.

200.4-8-17-10 Ida Township (Owner: Metz, M.)
The property consists of two parcels totaling approximately 108.5 acres in size. They are located on the south side of Lulu Road west of Minx 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.

AMENDMENTS TO THE AGENDA

TOWNSHIP ZONING REVIEWS

200.1-8-17-23 Whiteford Township (map)
This is an official request to change the zoning on three parcel portions totaling approximately 1.69 acres from AG, Agricultural, R1, Single Family Rural Residential and R3 Medium Density Residential

Districts to R2, Low Density Residential R3, Medium Density Residential and AG Agricultural Districts. The purpose of the proposed rezoning is not stated. The parcel portions are located on the west side of Sylvania-Petersburg Road north of School Road.

Recommendation: That the Monroe County Planning Commission advise the Whiteford Township Board that it recommends approval of the rezoning of the smaller parcel, but denial for the rezoning of the larger parcel. The parcels are designated as Agricultural Preservation in the Monroe County Comprehensive Plan and the rezoning would not add any additional residential splits to the property. However, according to the Township, the larger parcel would not meet the Township's setback requirements for its newly proposed zoning district, and Staff does not believe it is appropriate to recommend the creation of non-conforming parcels within Whiteford Township.

Mr. Simmons presented the case to the Planning Commission, stating that Staff was recommending approving the rezoning of the smaller parcel but recommending denial for the larger parcel due to this parcel not conforming to the setback regulations of the proposed zoning district. He stated that the setback issue was brought up by the Whiteford Township Planning Commission, and that Staff thought that it would be best to mirror the Township Planning Commission's recommendation regarding this particular zoning request.

Bobbie Snyder of 9371 Lake Road, Ottawa Lake, spoke regarding the rezoning. She stated that in the process of settling the estate for this property she realized that there were some issues with the property lines. She stated that one of the houses did not sit on the tax parcel that it was supposed to and that the other one is an old house that was built in 1942. She stated that she believes that the only setback issue is with the greenhouse and that it has been there for about 50 years, which she believes is longer than the Zoning Ordinance has been in effect. She stated that she has done everything possible to comply with the Ordinance except for the small area between the garage and the greenhouse.

Mr. Brant asked Mr. Simmons if this setback issue was the biggest issue with the rezoning request. Mr. Simmons stated that this was what indicated by the Township. Mr. Brant stated that he thought that this issue was insignificant and that, back in the old days, people built their houses where they wanted to on their properties. Ms. Snyder stated that her family was surprised that there was even an issue with where the house sat on the parcel. Mr. Brant stated that he assumed the applicant was doing this so that the houses would be marketable and that they would have consistent zoning and that it makes sense to allow the rezoning to happen even though there is an issue with the greenhouse setback, and that he did not want to see the properties not brought into conformance just because of the one setback issue.

Mr. Assenmacher asked how old the garage was. Ms. Snyder stated that it was constructed in 1942. He asked what the garage is built on and wondered if it could be reconstructed. Ms. Snyder stated that it is a brick garage. Mr. Brant stated that if this is the only concern then it seemed pretty insignificant compared to what the applicant is trying to accomplish and that he did not know what the alternative was as if there was more land granted to the west for the parcel then it would probably just create another non-conformance issue.

Motion by Mr. Brant, supported by Mr. Brooks, to approve the rezoning as requested.

MOTION CARRIED

Mr. Simmons stated that Staff's review would not be sent to the Township but that he would talk to the Township to make them aware of the Planning Commission's reasoning. Mr. Simmons informed Ms. Snyder that the County Planning Commission only makes a recommendation and that it is up to the Township Board to make the final decision regarding the rezoning. Chairman Webb thanked Ms. Snyder for coming to the meeting.

200.1-8-17-24 Whiteford Township (map)

This is an official request to change the zoning on a parcel portion totaling approximately 3.19 acres from AG, Agricultural to R-1, Single Family Rural Residential District. The purpose of the proposed rezoning is to create a residential lot. The parcel is located at the northeast corner of the intersection of Whiteford Road and State Line Road.

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

200.1-8-17-26 Exeter Township (unofficial text)

Exeter Township is submitting to the Monroe County Planning Commission a proposed amendment that would amend Articles 3, 7, 8, 10, 11 and 15 of its Zoning Ordinance. These amendments are regarding regulations for solar energy systems within the Township. This is an unofficial review in which the Township is seeking input from the Monroe County Planning Commission regarding its proposed ordinance.

Recommendation: That the Monroe County Planning Commission submit Staff's comments regarding this unofficial review of the proposed Exeter Township Solar Energy Systems amendment to the Exeter Township Planning Commission.

200.1-8-17-27 Whiteford Township (map)

This is an official request to change the zoning on a parcel portion totaling approximately 2.07 acres from AG, Agricultural to R-1, Single Family Rural Residential District. The purpose of the proposed rezoning is to split the residential portion of the lot so that the remaining farmland can be sold while the residence is retained. The parcel is located on the south side of Goetz Road east of County Line Road.

Recommendation: That the Monroe County Planning Commission advise the Whiteford Township Board that it recommends denial of the proposed zoning change request, as the rezoning would create a residential lot that would not be in conformance with the Whiteford Township Master Plan due to the proposed parcel exceeding the maximum land coverage percentage for accessory buildings in the Township Zoning Ordinance's R-1 District, and for the other reasons stated above.

OTHER REVIEW

200.3-8-17-3 Village of Estral Beach Master Plan

The Village of Estral Beach has released a copy of the "Village of Estral Beach 2017 Master Plan" for review and comment.

Recommendation: That the Monroe County Planning Commission submit Staff's comments regarding the Village of Estral Beach Master Plan to the Village of Estral Beach.

FARMLAND REVIEW

200.4-8-17-11 Dundee Township (Owner: Parran, M.)

The property consists of a parcel totaling approximately 95.165 acres in size. It is located on the north side of Ida West Road between Gloff Road and Haines 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.

9. Budget & Finance:

- A. 2018 Planning Commission Budget Update – Mr. Simmons stated that he did not receive an update regarding the budget from Mr. Peven.
- B. Planning Director Update – Mr. Brant stated that they have advertised three separate times but did not receive any applications from qualified candidates. Chairman Webb asked if they needed to up the wage. Mr. Brant stated that they would advertise it again but that he thought the advertised wage was pretty good. Mr. Simmons stated that he believed that the position was being advertised at the wage level of the Assistant Director position, but that this was justified due to the fact that the Planning Department is now much smaller than it was in the past and there are now fewer employees to oversee. Mr. Brant stated that they are now rethinking the job description to include tie-ins with IT, GIS or the Tourism Bureau so that the position would have more responsibilities and so that they could pay the new Director more money. He stated that right now Mr. Peven is comfortable with staying on for longer.

Mrs. Mentel asked how they could get in to the Tourism Bureau. Mr. Brant replied that he is not sure how the Tourism Bureau operates but that there is an effort to try to make the Bureau an official county government function.

10. Committee Member's/Director's Report:

- A. Lake Erie Transit Commissioner Report – Dr. Miller was not present to give the Report. Mrs. Mentel stated that there have been stories in the newspaper about the Monroe City Council discussing the available space at City Hall and potentially making it a transfer point with bathrooms and ticket selling. She stated that it was brought up in Council comments.

Chairman Webb brought up an issue with Lake Erie Transit regarding the Farm Bureau trying to arrange a farm tour using Lake Erie Transit buses and how the buses would not be able to be used in areas that did not vote to have LET services without approval from the City of Monroe or Bedford Township. Mrs. Mentel stated that the idea was that this would take away from the income from places that did vote for LET services.

- B. Monroe County Parks and Recreation Commission Update – Mrs. Mentel stated that they did not have a meeting this month but that everything went well with the parks including the tractor show at Nike Park. She stated that the kayak landings at Waterloo Park and in Raisinville Township have been very busy.
- C. Monroe County Road Commission Report – Mr. Assenmacher stated that the Road Commission had a good turnout at the Fair. He stated that their survey is still open until August 18 and that they have had 177 responses so far. Mr. Assenmacher stated that there is a Federal Aid Committee meeting on August 16. Finally, he stated that he will be leaving the Road Commission for a position with Asphalt Materials. He stated that he will likely be at the September Planning Commission meeting but that he may be here with someone else from the Road Commission in order to prepare for the transition. He stated that he will miss serving on the Planning Commission and that he enjoys working with all of the other Commissioners.

Chairman Webb brought up an issue that she had with the Road Commission concerning where the township boundary lines are when the road in front of her house was being worked on. Mr. Assenmacher stated that the Road Commission is looking into it and he agreed that it did not make sense to have a township line down the middle of a property line but that he thought that it would get cleared up.

- D. I-75 Corridor Study – Mr. Brant stated that Mr. Bosanac and Mr. Lake went around to all of the municipalities in the I-75 corridor and gave a presentation about the Study. He stated that the Study was fairly well received except for one township. He stated that right now they are going to be in the

advertising and marketing phase and the consultant will talk about how the corridor can be marketed to developers and site searchers who are looking for places to go. He stated that there is still about \$40,000 in the budget to spend on advertising. He stated that the purpose is not to finish the Study and to just put it on a shelf, and that the Study will be linked online at the County site and that they are trying to have all of the local municipalities link to the Study on their websites as well.

Mr. Assenmacher asked if other agencies such as the Road Commission, Drain Commission and the City of Monroe would be asked to link to the Study. Mr. Brant replied that, yes, they would be asked to.

11. Other Items from Members:

A. Mrs. Mentel asked Mr. Simmons if there would be a choice of dates to have the CIP Committee meeting. Mr. Simmons replied that he hoped so but that a lot of dates were already not available due to Chairman Webb going on vacation and that he will talk to Mr. Bosanac first to see what dates are convenient for him and then ask each of the Commissioners on the Committee which of those dates work for them. Mr. Brant stated that this year's projects might be important because it is more likely than before that some money would actually be spent on some of the CIP projects.

12. Next Meeting is scheduled for September 13 at 7:30 p.m.

13. Adjournment: Motion by Mr. Brooks, supported by Mrs. Curley, to adjourn the meeting. The meeting concluded at 8:18 p.m.

MOTION CARRIED

MEETING ADJOURNED

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