

Colfax Township, Weldon Township and Village of Thompsonville
Community Joint Planning Commission
14731 Thompson Avenue, Thompsonville, MI 49683
Minutes – October 2, 2014 Regular Meeting

Jack Richter declared the meeting open at 7:01 p.m. following the Pledge of Allegiance.

Present at roll call: JPC members Jack Richter, Shelley Greene, Peggy Minster, Chris Jones, Don Suchocki; alternates Irene Dunham Thayer, Sally Bobek and Mike Foust. Absent: Sue Meredith, Debra Franke, Craig Meredith (all excused) and Eugene Allen (unexcused). Guests: Marlene Wood and Ron Hitesman.

Citizen Matters/Public Comment. None.

Agenda Additions/Corrections. Peg asked to add Benzie Summit and County Master Plan Update. Don moved, seconded by Peg to accept the agenda with additions. Ayes: all; motion carried.

Approval of Minutes. Chris moved, seconded by Don to accept the September 4 meeting minutes as written. Ayes: all; motion carried.

Recycling Bin Location. Marlene Wood, Benzie County Recycling Coordinator, reviewed background on the issue of relocating the recycling site. She was seeking a recommendation from the JPC for a site, at least for the winter months, that is more convenient and visual for the Village and two townships to consider. She sent the JPC a letter in advance of the meeting which explained the situation and offered suggestions. Jack asked what brought this forward and wanted to be sure it would not move out of the area. Marlene shared some comments she received from the public and said neither the Village nor townships asked for a move. The JPC considered issues leading to consideration of a new site and discussed pros and cons of alternate sites. Marlene said there is budget to cover a security camera, lighting and signage, the bins will be painted and she will watch for flying debris. The JPC felt the DPW was the best location. It is accessible, safe, convenient, on a main road and similar to other recycling sites in the county. Installation of a camera would provide security for the DPW at no cost to the Village. Jack asked Marlene if a letter would help. Members identified reasons to include in the letter. Irene moved, seconded by Sally to write a letter to the Village and two townships recommending the DPW as the new recycling site. Ayes: all; motion carried. Shelley will attend the upcoming meetings and inform Marlene of the outcome.

Draft Joint Zoning Ordinance. Shelley marked and scanned pages needing correction and emailed it to Mark Eidelson on September 18. She shared his response/reasons on the Table of Contents spacing. While it was felt that the corrections are not critical to a public hearing, it was agreed they will give us a presentable document and the corrections will not have to be made later. Peg said converting from PDF to Word can present format issues. Shelley will ask Mark about providing the document in Word in case amendments are needed. Shelley will check with Sue on the status of Mark's availability for a public hearing and contact him if necessary.

Unfinished Business

A. Zoning Board of Appeals. Shelley said Debra informed Council they need a ZBA member as well as one for the JPC. Shelley said a prospect was suggested, but that person has not contacted her for more info on either position.

B. Fee Schedule. Don handed out a draft schedule noting that he used an average numbers from various local schedules and tried to list them in logical order. Sally thought \$20 per copy for the ordinance was low; Don said Weldon's was \$12. Costs should be obtained from local copy centers. Discussed the need to have copies available at the hall. The group felt the schedule was easy to read

and seemed to cover what is needed. It was agreed that Craig's comments are needed on content and format.

C. Zoning Administrator Duties/Contract. According to Jeff McCray at Burnham & Flower, Shelley reported that the Zoning Administrator is covered for liability as a named insured under the JPC insurance policy because related duties are in conjunction with a Michigan statute. This is no longer a contract issue.

D. Ball Field Project. No report; Eugene absent. Jack heard that demolition was underway. As a reminder, Shelley said the Joint Ordinance includes the statute on Public Projects Review, is part of the planning process and the JPC is required to follow the law. Peg said when Geno does give the JPC a report he will have to tell the Webber Foundation that construction can't proceed until the JPC approves the site plan. Sally said by the time he tells us what is going on they may have already started.

H. Zoning Administrator Update. No report; Craig absent.

I. Budget and Expense/Compensation Approval. Bills were presented for \$165.00 covering a zoning workshop and \$47.04 for mileage in connection with Sally's attendance at the workshop. Shelley moved, seconded by Peg to approve the two bills for payment. Ayes: all; motion carried.

G. Zoning Workshop. This covered streamlining zoning ordinances and was attended by Peg, Debbie, Sally and Shelley. Attendees shared some highlights of the workshop and felt it was informative. Examples were presented to demonstrate how to help make the ordinance clear including visual cues, color and clickable links. What to avoid was also covered. A few group exercises were also conducted.

New Business

Benzie Summit. Peg spoke about the purpose of and guest speakers scheduled for the October 17 Summit. She encouraged anyone who is interested to contact her for details to register.

Benzie County Planning Commission. Peg said a Steering Committee was being formed and a meeting was set for November 5 at the Government Center. She said a letter has been sent to area officials requesting representatives to serve in various capacities. The Committee will work to update the county's Master Plan over an 18-month period. It will focus on cultural and parks and recreation issues. The planner will be Sarah Lucas of Networks Northwest (formerly NWMCOG). The cost is very reasonable to the county since it is a NWMCOG member. The organization is very familiar with the region's master plans and zoning ordinances.

Correspondence. None.

Shelley spoke about looking ahead to what's next once the zoning ordinance is adopted. She mentioned work that needs to be done on the Capital Improvements Plan which is required by statute in the Joint Ordinance. Also, a recreation plan will allow the JPC to apply for grants. Peg said the JPC may be able to write it and use the Benzie County rec plan. A planner may be helpful.

Adjournment. Peg moved, seconded by Don to adjourn at 8:30 P.M. Next meeting is November 6 at 7:00 P.M. at the Weldon Township hall.

Respectfully submitted,

Shelley Greene
Secretary

Minutes are proposed until approved at the next meeting.