

Colfax Township, Weldon Township and Village of Thompsonville
Community Joint Planning Commission
14731 Thompson Avenue, Thompsonville, MI 49683
Minutes – June 4, 2015 Regular Meeting

Sue Meredith declared the meeting open at 7:05 P.M. following the Pledge of Allegiance.

Present at roll call: JPC members Shelley Greene, Peg Minster, Sue Meredith, Chris Jones, Don Suchocki, Debra Franke, Eugene Allen and Pat Shaeffer; alternate Irene Dunham-Thayer; ZA Craig Meredith. Absent: None.

Guests: Sally Bobek and Mike Foust (JPC alternates).

Sue informed the group that Jack Richter resigned his position as JPC member for Colfax.

Agenda Additions/Corrections. **Motion** by Peg, seconded by Debra to approve the agenda with additions presented. Ayes: all; motion carried.

Approval of Minutes. **Motion** by Debra, seconded by Irene to approve the May 7 regular meeting minutes with correction (Sally should be Shelley in approval of bills). Ayes: all; motion carried.

Unfinished Business

A. ZA Office Space. Sue reported the Weldon board in May discussed renting office space for ZA use but made no decision on the matter. She noted the Township currently rents space to a social group and invited discussion on the issue. Space is needed for storage and to meet with public.

B. Office Equipment. No purchases to date. Peg will check a PC source. Sue may have access to a file cabinet.

C. Cleanup Day. Colfax date is June 13; Sue prepared flyers and Geno handling distribution. TVs (\$0.30/pound) and electronics must be taken to a hazardous collection day. Tires will be accepted and held until the July 11 county hazardous collection day.

D. Zoning Signs. Shelley provided information from the Road Commission. Quantity to be discussed with each board; Debra will contact the sign supplier for cost estimate based on total needed. Approval/permit is required by MDOT for M115 signs in Weldon. If a post is needed, the Road Commission will install signs for a fee. The townships and Village can add signs to existing posts to save money. Discussed wording; Sue's suggestion of 'Greater Thompsonville Area is Zoned' received support in recognition of the joint effort. Shelley agreed but felt the boards may want their official name to appear.

E. Capital Improvements Plan. Peg reviewed committee progress to date and provided a draft template. She suggested sending letters after the first of the year with a six-week deadline to complete which would correspond with budget timing. Each Village department will receive a letter. Parks and open space names were reviewed for the inventory list; Peg went through the balance of the document. The JPC adopts the CIP first, then the legislative bodies. Sue supported keeping this in front of the boards; it is a beneficial planning tool. Peg will develop a one-page overview possibly for July.

F. ZBA Training. Session was conducted by Mark Eidelson on May 28. All appointees were present except alternates Steve Heller and Jeff Drobena.

G. Airport Special Events. Shelley asked Craig for additional info related to his comment at the May meeting about a special use permit; she didn't understand the context in regard to an Airport District. Extensive discussion followed about parking, safety and other issues related to special events at the airport as well as a master plan. Sue asked Craig to investigate and report next month.

H. Zoning Administrator Update. Craig provided a ZA report and reviewed a number of issues. One inquiry involved medical marijuana. Sue raised the issue of fraudulent use of documents; could happen with printing a Zoning Permit from the website and county Building Department should be aware.

I. Budget/Compensation Authorization. Sue presented a bill from Landplan for \$1,655.89 which everyone signed; \$1100 is for ZBA training. She asked about turning in fees; it was agreed payment to Craig will be once a month following JPC review but checks need to be deposited to keep the process moving. Sue will provide a spreadsheet for Carrie Aldrich to use so fees can be documented.

J. ZBA Alternate. Shelley said a JPC alternate was mentioned at the training; none was ever appointed. Debra volunteered; motion to support was voted yes by all.

New Business

A. Weldon Township Hall Roof. The township provided a CIP letter expressing its intent to seek bids for a roof.

B. Master Plan Action Plan. Sue asked everyone to review the immediate and short term goals for possible discussion next month if time permits.

C. Zoning Decision Indexing System. Shelley said this is an insurance risk item and provided suggestions from Jeff McCray and Mark Eidelson. All zoning decisions need to be included, not just permits. Need to develop a documentation process.

D. Staples Account. Shelley received a call from its business division about a program they offer in response to her credit card inquiry. Meeting is set for June 30; invite Carrie if she is available.

E. FOIA. Shelley gave an overview of requirements presented at the workshop earlier that day. Shelley felt we should wait until the townships/Village decide; she volunteered to act as coordinator. Dick Figura's opinion on the Zoning Ordinance: it is exempt because it is on a fee schedule offered for sale.

F. Betsie River Campground. Shelley wanted to know how the event went and if everything was in place for the Special Use Permit requirements. Sally said there were some brief fireworks but nothing objectionable as in past years. Craig said the Sheriff's Department inspected for water safety but, no, all requirements were not met. A DEQ permit for the 170+ camp sites was not provided nor was proof of insurance. The owner was present at the May Weldon board meeting, reminded of the requirements and informed future dealings would be with the JPC. Shelley felt the ongoing lack of compliance should be addressed and suggested a letter to the property owner as a first step. Craig to provide Shelley a copy of the SUP so specific violations may be referenced. There was extensive discussion about the history of the SUP, continuous violations for many years by the current owner and lack of action or support of the Zoning Administrator by the board. Shelley said the issue needed to be resolved and may require legal counsel's involvement.

H. New JPC Member. Debra introduced Pat Shaeffer who has been appointed as a regular member to fill the Village's vacancy on the JPC. Welcome, Pat!

Correspondence. None.

Public Input. None.

Adjournment. **Motion** by Don, seconded by Shelley to adjourn at 9:20 P.M.

Respectfully submitted,

Shelley Greene
Secretary

Minutes are proposed until approved at the next meeting