

# TUSCOLA COUNTY PLANNING COMMISSION

125 W. Lincoln Street, Caro, Michigan 48723

## APPROVED MINUTES

Wednesday, April 3, 2013 @ 5:30 P.M. – Commissioners' Conference Room

- I. **CALL TO ORDER – PLEDGE TO THE FLAG:** Meeting called to order at 5:30 PM.
- II. **ROLL CALL** – Zygmunt Dworzecki, Cynthia Kapa, Lonnie Kester (arrived at 5:45 PM), Keith Kosik, Nancy Barrios, Ione Vyse, Board Representative Matt Bierlein. Welcome to newly appointed member Louis Smallwood. Guests were John Hill of Reese and Victoria Ortland of Fremont Township.
- III. **PUBLIC HEARING** . Public meeting opened at 5:32 PM. Victoria Ortland voiced her concerns. Public meeting closed at 6:12 p.m. Regular meeting re-opened.
- IV. **APPROVAL OF MINUTES** – Motion by Zygmunt Dworzecki and supported by Lonnie Kester to approve the minutes of the March 6, 2013 meeting as presented. Motion carried.
- V. **APPROVAL OF AGENDA** – Under Old Business – items added were PA-116 – Tim and Kathy Howell and Meeting Time. A motion to approve the agenda as amended was made by Keith Kosik and supported by Lonnie Kester. Motion carried.
- VI. **PUBLIC COMMENT**- None.
- VII. **COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA** – None.  
John Hill – Smart Meter discussion item “H” under New Business was moved forward. Presentation was made.
- VIII. **OLD BUSINESS** –
  - A. **Tuscola County General Development Plan** – Motion by Zygmunt Dworzecki and supported by Keith Kosik to recommend approval of General Development Plan amendments by the commissioners, and that they update the agricultural land figures and request that Commissioners re-affirm the plan in its entirety. Motion carried.
  - B. **PA-116 – Tim & Kathy Howell** – Additional Documents received. Motion by Cindy Kapa and supported by Lonnie Kester to recommend approval of PA -116 application. Motion carried.
  - C. **Meeting Time** – Postponed from previous meeting. Motion by Lonnie Kester supported by Cindy Kapa to move meeting time to 5:00 pm. Effective with our May meeting. Motion carried. Ione Vyse to update website. Nancy Barrios to post meeting time.
- IX. **NEW BUSINESS** –
  - A. **Sanilac County Planning Commission review of Tuscola County General Development Plan:** Ione Vyse attended Sanilac County Planning Meeting, per their invitation. Plan accepted. Requirements for Parks & Recreation Plan discussed. Zygmunt to send out criteria checklists. Discussed document retention schedules.
  - B. **Vassar Township – Submission of Zoning Ordinance (9-13-11):** Letter sent acknowledging receipt and filing of Zoning Ordinance. The Vassar Master Plan on file is dated 1995.
  - C. **Tuscola Township Zoning Ordinance:** Motion by Ione Vyse and supported by Nancy Barrios to recommend approval with a recommendation that they add a notation on the County Airport Ordinance. Motion carried.
  - D. **Gilford Township Amendment to Zoning Ordinance:** Letter sent acknowledging receipt and filing.
  - E. **Village of Reese – Master Plan – 5 Year Review:** Letter sent acknowledging receipt and filing of Master Plan Review.
  - F. **Wisner Township – Amendment #22 to Zoning Ordinance:** Motion by Ione Vyse and supported by Zygmunt Dworzecki to recommend approval of amendment to Wisner Township Zoning Ordinance with recommendation that site plan review take place prior to application approval. Motion carried.
  - G. **Wisner Township – Zoning Ordinance and Land Use Plan:** Send letter of receipt for Zoning Ordinance and Land Use Plan.
  - H. **John Hill – Smart Meters:** John Hill presented information to the commission on the “Smart Meter”.
  - I. **Planning Commission – Discussion on Liability coverage:** Controller contacted insurance carrier. Per email from

Tim McClorey @ ibexagency.com – Planning Commission members are covered by liability coverage as long as they are officials of the county. The Planning Commission only makes recommendations. Reminded members that they should not speak on behalf of the Planning Commission outside our meeting.

**J. Newsletter:** Discussed topics for upcoming newsletter. Ione Vyse to work with County Commissioners and include contact information for municipalities interested in finding out about potential downed wire reimbursement from DTE.

**K. Cass City Dental Facility** – A motion was made by Zygmunt Dworzecki and supported by Nancy Barrios to send a letter of support indicating that the Tri-County Non-Profit Medicaid Dental Clinic project is consistent with the Tuscola County General Development Plan. Motion carried.

**X. OTHER, ON-GOING BUSINESS:**

**Education/Training:** None

**Parks & Recreation:** (see attached)

**Saginaw Bay Coastal Initiative:** (see attached)

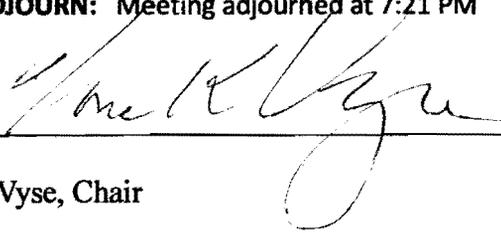
**Township Communications:** Nancy Barrios delivered Planning Packet to the Village of Cass City. Ione Vyse delivered packets to Juniata, Kingston, Koylton and Tuscola Townships.

**East Michigan Council of Governments (EMCOG):** (see attached)

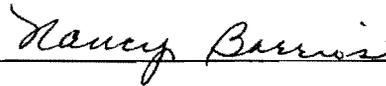
**State Law Information Review:** Zygmunt reported on special land use permits – if behind in taxes or assessments – not supposed to get special land use permit.

**2012 Budget Review:** None.

**XI. ADJOURN:** Meeting adjourned at 7:21 PM



Ione Vyse, Chair



Nancy Barrios, Secretary

## **EMCOG: ZYGGY DWORZECKI**

The RED Team is finishing up the CEDS (Comprehensive Economic Development Strategies) report for the EDA for any possible funding that may occur. In the next project the RED Team will be developing Strategies and Tasks to implement in 2013 and beyond for the region. The USDA also requests a copy of the CEDS report to see if there are any potential projects for funding grants/loans.

Zygmunt Dworzecki is taking part in EMCOG EXPORT STRATEGIES STEERING COMMITTEE for the EMCOG Region. This is the second phase of the project through an EDA grant as MSU Center for Community and Economic Development, EMCOG, with the EDA the main core group. Being part of the steering committee we will be focused on Global Initiatives and Regional SME Exporting Strategies and how to relate to the region as a whole.

Some areas of assessing and compiling of information dealing with:

- Regional Supply Chain/Logistics Hub strategies: (Freight, Harbors, Rail, and Air)
- Goals for the region:
- Needs:
- Desired Outcomes:
- Target businesses that are ready to move to the next step of exporting:

These are a few goals in which the steering committee is looking to find an easier method for businesses to transition into the exporting business.

Zygmunt Dworzecki was asked to be a planning and zoning consultant for EMCOG. Anamika Laad needed some resent knowledge for the process of zoning and future land use maps for the two townships, Deep River Township in Arenac County and Secord Township in Gladwin County. Spent one meeting in each township (two days) in advising the use and need of a future land use plan map for the master plan in which they envision any type of community growth.

The ideas and advice given for zoning districts:

- Combining some zone districts,
- Give definitions of certain zone types,
- The function of multiple/mixed zoning (such as commercial and residential) and the use of Special Use Permits instead of by right as was written in their original zoning.

Telling the planning commission that there are certain businesses that are allowed by state statues would take care of the rest as they are spelled out.

When they were asking about minimum lot size we did refer them to check with their Health Department because of the issue of water and septic (minimum 1 acre) for health reasons. Plenty of discussion and any other issues that could not be answered need to be referred to their attorney for the legality of what they wanted.

*Zygmunt P. Dworzecki*

## **TUSCOLA COUNTY PARKS AND RECREATION COMMITTEE: CINDY KAPA**

No Report. Next scheduled meeting is the 3<sup>rd</sup> Wednesday of April. (April 17<sup>th</sup>).

## **SANILAC COUNTY PLANNING COMMISSION MEETING: IONE VYSE**

We received a letter from the Sanilac County Planning Commission indicating that they would be discussing our proposed amendments to the General Development Plan and would appreciate a member attending their Tuesday, March 12th meeting.

I attended that meeting in the behalf of the members of our group.

We briefly discussed the changes to the plan, but I believe they were really more interested in how our group functioned and the things we were doing, just as I was interested in ideas for improving our ability to serve the community better.

Of their 7 members, 2 are appointed commissioners that sit as voting members, a township rep, school rep and some citizens at large. It seemed to me that the commissioners were running things.

At this meeting, all members were looking at and discussing the PA116 applications. I was looking at the large pile of materials each member received. A complete copy of each application, plus master plans and rezoning.

They used no checklist such as the one we developed. Knowing me, you know that I got involved with the discussion even though PA 116's are not my area. I ask about legal descriptions for excluded land that was in one of the applications. Thanks Lonnie!! They said they had not come across that but it seemed they were looking a bit more closely thereafter.

As we talked, I discussed our checklists and the value I felt they had, not only for members doing the examination of documents but also for the municipalities that received them. They ask where they could be found and I directed they to the Tuscola County Website. They were also interested in our sub committee idea and how it functioned.

Interestingly, they also were doing an examination of a Parks and Rec. master plan amendment. I wonder if we should be doing that also.??

They wondered why we work for hard copies of Zoning Ordinances and thought that scan and digitize would make for a more compact file.

They are just now planning to begin a cleaning out of files and so they adopted a document retention guideline to follow. Their county appears flush enough for them to think nothing of asking for 2 meetings pay for them to do the job themselves, though they did discuss hiring a temp clerk.

All in all it was a positive interaction from my point of view and I believe it helped to further inter-governmental relations.