

**MONTCALM COUNTY PLANNING COMMISSION  
M I N U T E S**

Monday, April 16, 2007, 7:00 p.m.  
Third Floor Conference Room  
County Administration Building

Members Present:                    Bruce Noll  
    John Johansen  
    S. Michael Scott  
    Franz Mogdis  
    Pete Haines  
    Phil Lund  
    Lonnie Smith

Members Absent:                    Don Smucker

Participating Members Present:    Don Lehman, Michigan State University Montcalm Extension  
    John Berchtold, County Administrator/ Controller

Others Present:                    Lisa Lund, Recording Secretary

**Call to Order**

Chairman Franz Mogdis called the meeting to order at 7:00 p.m.

**Pledge of Allegiance**

Chairman Franz Mogdis led the group in the Pledge.

**Roll Call**

Lisa Lund took roll call and announced a quorum present.

**Public Comments**

Chairman Mogdis opened the floor for public comment. There were no public comments.

All handouts noted are on file with the Recording Secretary.

**Approval of Meeting Minutes (HANDOUT A).**

Motioned by Bruce Noll to approve the March 19, 2007 meeting minutes. Seconded by S. Michael Scott. Motion carried.

**Approval of the Agenda**

Franz Mogdis requested that Recording Secretary be added under Reports and he also requested that Resolution for Partial P.A. 116 Termination be added under New Business. Phil Lund requested that Carbon Credits be added under New Business.

Motioned by John Johansen to approve the agenda as amended. Seconded by Lonnie Smith.  
Motion carried.

**Reports**

Land Use Educator: Don Smucker was not present at the meeting but forwarded a progress report for Franz Mogdis to verbally present. Don Smucker:

1. Asked that Don Lehman report on the status of Citizen Planner program. Don Lehman indicated that there were about 24 participants enrolled. The third session just concluded. The program is going well.
2. Has uploaded the Fact Book changes that he received from Pete Haines on the Community Information System website.
3. Has been successful in increasing the number townships who are submitting planning documents for the Planning Commission’s file. There are about 5 townships remaining.
4. Will be promoting the aerial maps available on the Community Information System website to townships and encouraging their use of the feature.
5. Is working on a informational newsletter.

Recording Secretary: Lisa Lund distributed two letters from the Montcalm Conservation District which were cc:’d to the Planning Commission regarding their review of two P.A. 116 applications for information only. Both letters were regarding applications from Sackett Ranch Inc. (HANDOUTS B and C).

**Old Business**

General Plan Priorities Status Report

The priorities and updates are as follows. Meeting comments in italics.

<i>Priority Meeting Discussion Highlights</i>	<i>Action/ Next Steps Identified</i>
<p><b>1) Develop and implement communications/education plan for LUGs.</b>  <b>2) Develop and implement communications/ education plan for general public.</b> The Planning Commission has secured land use educator funding. Don Smucker is hired and working in this role.</p> <p><i>Update provided under land use educator report.</i></p>	NA
<p><b>3) Prepare 5-10 Year Economic Development Plan.</b> The Michigan Economic Development Corporation should be approving a grant (up to \$30,000 with equal local match grant required) this month. A contract with the County should follow soon after by the anticipated date of March 1, 2007. This priority is also on the County’s Economic Development &amp; Physical Resources Committee workplan. The purpose is to identify all the assets and resources of various communities throughout Montcalm County to determine where long-term economic development efforts should be focused. There is continued concern about the status of this grant due to State funding issues.</p> <p><i>Notice of Intent was submitted to the State within the past two weeks. When dollars are released, we should receive funding.</i></p>	NA

<p><b>4) Establish Conference &amp; Visitors Bureau.</b> Today, Franz Mogdis met with Mike Moyle from AmeriInn and the Greenville Area Chamber of Commerce. A Conference and Visitors Bureau vote is being planned for February. If successful, it will provide \$50,000 annually in Montcalm County to promote tourism. A meeting will be held with stakeholders to educate them about the ballot vote and process. A vote should be conducted in late April/ early May.</p> <p><i>A meeting was held and a vote should occur in May.</i></p>	NA
<p><b>5) Prepare Countywide Transportation Plan.</b> The transportation committee will continue to meet in 2007. They decided not to seek a millage this year but they are looking toward August, 2008. A major focus this year will be on an education campaign to raise awareness about the need for and support of public transportation. The committee is still planning to bring in speakers from Benzie and Allegan counties to have them share their experiences.</p> <p><i>Dean Peterson and his supervisor from MDOT will be making a presentation to per the request of the Montcalm County Board of Commissioners at 2pm on April 23, 2007 to discuss their transportation concerns and questions.</i></p>	NA
<p><b>6) Develop Agricultural Protection Plan.</b> The Montcalm Land Use Coalition will be sponsoring Dr. Bruce Dale for a biofuel seminar. The March date is to be finalized. The seminar is scheduled for March 12 at MCC, Doser Building Room 303/305. Don Lehman had fliers to distribute. Fliers were mailed to the members of Conservation District and Farm Bureau. The event was held and about 60 people attended. Feedback was positive.</p> <p><i>No change.</i></p>	NA
<p><b>7) Establish Countywide Brownfield Authority.</b> The Brownfield Authority ordinance and membership has been established. This Authority will enable us to take steps forward on property environmental assessment as well as resource procurement. The Brownfield Board has been appointed. The initial meeting will be scheduled. John Berchtold suggested the meeting be held at the County Administration building. The first meeting was held on March 16. Officers elected included George Bosanic, Chair; Paul Kluwe, Vice-Chair; and Wally Delamater, Secretary/ Treasurer. The next meeting is scheduled for April 13.</p> <p><i>A second meeting was held. The group approved by-laws and appointed Franz Mogdis as administrator for the Montcalm Brownfield Authority.</i></p>	NA
<p><b>8) Update County Recreation Plan Including Funding Options.</b> The County's Parks and Recreation Committee is currently involved in updating and revising the plan.</p> <p><i>An updated plan is beginning to be drafted. A site plan is being drafted for the utilization of Johnson Park.</i></p>	NA
<p><b>9) Prepare County Capital Improvement Plan annually.</b> The Planning Commission should begin to work with Local Units of Government to determine their plans for capital improvement planning. The Planning Commission asked Don Smucker that as he comes into contact with Local Units of Government, to ask if they currently have a capital improvement plan or do such planning. This will help the Planning Commission assess what is in place and already being done.</p> <p><i>No change.</i></p>	NA
<p><b>10) Update land use analysis with new fly over information.</b> The Planning Commission should see if this is the type of project to take on to evaluate land use change using the old data of 1978 and most recent. Funds would need to be identified. Don Smucker suggested perhaps identifying priority geographic areas to focus resources. John Berchtold reported that we have a new server to store aerials and existing parcel lines on the Community Information System. LIAA is doing the prep work to get hard drive information converted for internet access; should be done by next meeting. Don Lehman will continue to follow up with his MSU contact and provide additional clarification toward attaining university resources for a project that develops overlays to determine land use changes</p>	NA

over time.  <i>MSU presented Don Lehman with a couple options. Neither option was both cost- effective and value-added.</i>	
<b>11) Establish county trail authority.</b> Nothing currently is happening on this priority. It needs to be addressed as part of County recreation plan. Key issues are maintenance and operation. Franz Mogdis provided updates on sections of the trails; however, no progress has been made on creating a county trail authority.  <i>No change in the authority. Franz Mogdis did provide an update on the trail expansion per a recently awarded MDOT grant.</i>	NA
<b>12) Identify and develop recreation and cultural opportunities for youth.</b> This priority should be addressed as part of the County recreation plan.  <i>No change. This ties back to priority #8.</i>	NA
<b>13) Update Fact Book Annually.</b> The Fact Book information will be at least a year old in February. Data, narrative, and maps are the biggest issues. The Planning Commission needs to determine what changes are needed and how those changes will be made. We need to ensure that data timeliness limitations are explained... "best available" and revision dates. Economic and education data may be things we can update. Noted that poverty rates are probably low but no better data is available. Don Smucker put together an overview of items by chapter that could be revised as well as those that do not. Franz Mogdis suggested coordinating efforts with CIS efforts. Pete Haines has submitted changes for the education section.  <i>Don has posted Pete Haines' submissions. Don Smucker also has an update from Montcalm Community College.</i>	Still waiting on Franz Mogdis for employment change information.
<b>14) Develop PR program using Daily News.</b> <b>15) Provide training and technical assistance to local governments.</b> The Planning Commission needs to work with Land Use Educator on this to communicate to both the public and Local Units of Government. Phil Lund suggested an article highlighting Don Smucker's new role appointment. Still needs to be done.  <i>An article was submitted although it has not yet run in the paper.</i>	
<b>16) Develop watershed management plans for each river watershed and major lake watersheds. There has not been any action yet on this priority.</b> However, looking ahead, active participants should include the Montcalm County Drain Commissioner (as he is the local representative for all local lake boards); Michigan Lakes and Streams organization, Natural Resource Conservation Services (NRCS), and Timberland RC&D. We need to ensure streams are addressed also.  <i>No change.</i>	Franz Mogdis will contact the Drain Commissioner to identify existing lake boards and work with drain commission office to incorporate into their plans watershed management vs. just lake management.

## New Business

### SafetyComm Information Manual, 2007 Update

Lisa Lund prepared a handout providing an overview of this item (HANDOUT D).

The Montcalm County Planning Commission received an informational packet on March 23, 2007 from SafetyComm Solutions, Inc. This packet provided information included emergency response procedures and maps for gas and petroleum pipelines. Within this packet was a Planning Zoning Information Request form.

Montcalm County Emergency Services Director Jerry McCoy informed Lisa Lund that he and Central Dispatch Director Jeff Troyer attended the March 13, 2007 training in Mt. Pleasant, and that they both maintain updated Safety Information Manuals.

The Planning Commission is asked to return a Planning/Zoning Department Information Request form stating we received the information and provide updated contact information. On this form, there is opportunity to provide comment. The Planning Commission may want to indicate that:

- It would be helpful to know all entities/ persons within the County that are being sent the information so we can coordinate.
- Our County's Emergency Manager has the primary responsibility to maintain these manuals and response plans.
- We understand the value for the Planning Commission's direct role or responsibility in regards to this information is knowing the companies involved and infrastructure and informing local units of government (e.g., townships) as it relates to their land use and zoning issues. If there is a different intent for the Planning Commission to have this information, please communicate that.

Motioned by John Johansen to submit the requested form. Seconded by Bruce Noll. Motion carried. Lisa Lund will prepare and return the document.

#### Resolution for Partial P.A. 116 Termination (HANDOUT E)

Motioned by Phil Lund to approve the resolution releasing two acres of property from the Farmland Development Rights Agreement #59-56686-123117 for a person essential to the farm. Seconded by Pete Haines. A roll call vote was taken and the vote occurred as follows:

*YEAHS:* Noll, Johansen, Scott, Mogdis, Haines, Lund, Smith

*NAYS:* None

*ABSENT:* Smucker.

Motion carried.

Lisa Lund will work with Franz Mogdis to prepare the resolution and deliver to Kristin Millard the Montcalm County Clerk.

#### Carbon Credits

Phil Lund introduced the concept of Carbon Credits as an economic development strategy. John Johansen noted that the Conservation District is already learning about and investigating this strategy. It was agreed to add this topic a permanent agenda item under Reports.

#### **Public Comments**

Don Lehman noted the April 26 Land Use Coalition meeting program is planned on agricultural water use.

John Berchtold shared that he has submitted his resignation and accepted another position out-of-state.

#### **Next Meeting**

The next meeting will be on Monday, May 21 at 7:00 pm in the third floor conference room at the County Administration Building, 211 W. Main, Stanton.

**Adjournment**

Motioned by S. Michael Scott to adjourn the meeting. Seconded by Bruce Noll. Motion carried.

Meeting adjourned at 7:45 p.m.

Respectfully submitted,

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Lisa Lund, Recording Secretary