

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

Monday, September 13, 2004, 7:00 p.m.  
Third Floor Conference Room  
Administrative Building

Members Present:	David Raney Phil Lund Franz Mogdis John Johansen Bruce Noll Don Smucker
Members Absent:	Lonnie Smith
Participating Members Present:	Don Lehman
Others Present:	Lisa Lund, Recording Secretary

**Call to Order**

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

**Pledge of Allegiance**

Chairman Mogdis led the group in the Pledge.

**Roll Call**

Lisa Lund took roll call and announced a quorum present.

**Public Comment**

Chairman Mogdis opened the floor for public comment. There was none.

**Approval of Minutes**

The minutes of the August 9, 2004 meeting were reviewed. Motioned by David Raney to approve the minutes as presented. Seconded by Don Smucker. Motion carried.

**Approval of the Agenda**

The agenda was reviewed. John Johansen added an item #5 to new business - November Montcalm Township Association Meeting. David Raney added an item #3 to old business and reports- Newaygo County Master Plan Review. John Johansen motioned to approve the agenda as amended. Seconded by Bruce Noll. Motion carried.

## **Old Business and Reports**

### Final Scope of Work from Planning and Zoning Center, Inc.

John Johansen reported that county budget was passed with only one exception and that was regarding a health department issue. The budget request put in for the Planning Commission was approved in full.

Bruce Noll asked if attendance by Planning Commission members would still be requested for the September 27, 2004 County Commissioner meeting. John indicated that attendance by Planning Commission members at this meeting would be encouraged and that the meeting time has not yet been determined. Planning Commission members will be contacted regarding final information on the meeting time. The County Commissioner meeting agenda on September 27<sup>th</sup> will have the written agreement with Planning and Zoning Inc. (PZC), pending a recommendation tonight from the Planning Commission to approve it. Franz Mogdis said that County Controller Ed Sell has already indicated the total cost of the contract to the County Commissioners.

### Final Proposed Contract Draft with Planning and Zoning Center, Inc.

Franz introduced the meeting packet handout called "Scope of Work To Prepare The First Montcalm County Future Land Use/ Mater Plan" (revised September 5, 2004 by PZC) and reviewed the changes within in that were made in response to recommendations of the August Planning Commission meeting. Franz noted that PZC is planning on billing monthly. The "Agreement to Prepare the First Future Land Use/ Master Plan for Montcalm County" (hereafter referred to as "agreement") was also included as a handout in the meeting packet.

Franz said the intent is to take the proposed agreement to the County Commission meeting on September 27 to request their approval, and in addition, that the County Commissioners authorize Ed Sell to sign the agreement on behalf of the County. Franz suggested that a resolution that would have the Planning Commission Chairperson sign the agreement on behalf of the Planning Commission would be in order.

Phil Lund inquired if Franz was satisfied with the two documents presented tonight and Franz said yes.

John Johansen motioned that the agreement as reviewed by the Planning Commission at this meeting be recommended for approval to the County Commissioners with proper authorization from Ed Sell, and that Franz Mogdis as Chairperson of the Planning Commission be authorized to sign the agreement on behalf of the Planning Commission. Seconded by Bruce Noll. John Johansen asked what documents would be given to the County Commissioners for their information and Franz replied that both the "Scope of Work" document as well as the prepared agreement would be provided. Motion carried.

### Newaygo County Master Plan Review

David Raney has communicated with Deb Berger who said the initial meeting is indefinitely postponed.

## **New Business**

### Recommendation of Townships for “Build-Out” Analysis

Don Lehman reported that Michigan State University grant for the township build-out analysis as previously presented was verbally approved for \$8,000.

David Raney asked when we need to make the decision on township selection and Don L. reported that it would need to be fairly soon. Don Smucker asked how many townships could be included and Don L. said three to five townships would be a good number.

Don S. asked about the comment in the PZC Scope of Work document related to build-out analyses and if there was any relationship between the two projects. Don L. stated that it has been discussed with the MSU contact, Dr. Machemer, that the two should be related. Franz Mogdis said this township build out information will be added to the PZC productivity.

There was discussion about the inclusion of non-zoned townships and whether it was feasible for the purposes of the study. It was concluded that the decision would need to be left up to the MSU team but some members felt confident that it could be accomplished.

Members discussed options for the selection of townships that may be included and what some of the criteria may be. After discussion, the final townships recommended for the study included (in priority order from highest to least): Crystal, Pierson, Bloomer, Montcalm, Richland, and Sidney.

Don L. asked the Planning Commission for a suggestion on the best way to proceed. Franz Mogdis said we need to get a feel for how many townships MSU thinks they can do and then the Planning Commission can select them. Franz suggested a joint meeting be convened with representatives from MSU, PZC and himself to discuss initial project implementation details. The timeline of the project was also discussed. Specifically, the timeline concerns related to 1) the MSU class and teaching cycle and 2) the impact of the election season on the townships and their participation in this project. John suggested this meeting should take place in the next 10-15 days. Don L. will contact Dr. Machemer to set this meeting up. It was also suggested that after this initial meeting, Franz and Don L. contact the involved townships' supervisors individually prior to the October Planning Commission meeting to get everything organized.

### County Planning Commission- Legislative Change to Membership

Franz Mogdis informed the Planning Commission that he received notification about a change that would need to be made to Ordinance No. 4- Montcalm County Planning Commission Ordinance approved September 8, 2003 (hereafter referred to as “Ordinance”).

Act No. 307, Public Acts of 2004 contained mandatory revisions to the membership composition of County Planning Commissions. This was approved by the Governor on August 17, 2004. The language of the revision is in bold as follows:

An ACT to amend 1945 PA 282, entitled “An act to provide for county planning; the creation, organization, powers and duties of county planning commissions,” by amending section 2 (MCL 125.102).

Sec. 2. (1) The county planning commission shall consist of not less than 5 nor more than 11 members **who shall individually be representative of important segments of the economic, governmental, educational, social life, and development of the particular county, in accordance with the major interests as they exist in the county, such as agriculture, recreation, education, government, transportation, industry, and commerce.** The county board of commissioners shall establish the basis for representative membership on the commission. A majority of commission members shall not hold another office or position in the county government. The method of appointment and the term of office of members of the commission shall be determined by resolution of a majority of the full membership of the county board of commissioners.

**(3) The county board of commissioners shall appoint to the planning commission 1 member of a public school board or an administrative employee of a school district included, in whole or in part, within the county’s boundaries. The appointment required under this subsection shall be made upon the first vacancy that occurs following the effective date of the amendatory act that added this subsection [August 17, 2004].**

Franz suggested that the best way to ensure compliance is to have the County Commissioners amend the Ordinance- Section 102, Membership- in at least two places. Section 102, Point A- to increase the number Planning Commission members from seven as currently stated to eight. A narrative addition will also be needed for Section 102, Point B2- adding “education” and describing the new position using a similar format as the other member positions.

John Johansen suggested that Franz develop formal language that would be forwarded to the County’s Economic Development and Physical Resources Committee for their review and recommendation to the County Commission.

Motioned by Don Smucker to request that an amendment to the Planning Commission’s Ordinance be drafted by Franz to ensure compliance with the new County Planning Commission regulations, including the requested increase the number of required Planning Commission members from seven to eight, and then forward the recommended changes to the County Board of Commissioner’s Economic Development and Physical Resources Committee. Seconded by Bruce Noll. Franz noted that the amended Act defines the specific membership attributes of this new member position that can be used to draft this recommendation. Motion carried.

A copy of the e-mail Franz received which describes this topic in detail will be provided to the Recording Secretary.

### Leadership Montcalm V

John Johansen discussed the Leadership Montcalm V program and encouraged members to enroll in the program. Franz Mogdis stated that there are training dollars available in the budget for Planning Commission members wanting to attend. Bruce and David said they would look into the program but did not commit at this time. Information on the Leadership Montcalm program is available from Don Lehman at MSUE or on their website.

### Community Update- 2020 Land Use Summit Follow-Up in Oct/ Early November

John Johansen said they are in the planning process for a follow up program to the Spring Destiny 2020 presentation by the Montcalm Land Use Coalition. John said they would like to do during October or early November. The purpose would be to: 1) give an overview of what's taken place to general public regarding the Planning Commission, and 2) to conduct a visual preference survey. John said they would have PZC there and involved. There is a Land Use Planning Coalition meeting planned for September 16, 2004 to make some decisions about the event planning.

### November Montcalm Township Association Meeting

John Johansen said the November Montcalm Township Association meeting will be held at 7:00 p.m. on November 16, 2004 at Settlement Lutheran Church in Gowen. Jay Peters from West Michigan Regional Alliance has been invited to present at the meeting regarding his organization's progress. Franz supported John's suggestion to keep this on future Planning Commission agendas.

The next meeting is scheduled for Monday, October 11, 2004, at 7:00 p.m.

### **Adjournment**

Motioned by John Johansen to adjourn. Seconded by David Raney. Motion carried.

Meeting adjourned at 7:50 p.m.

Respectfully submitted,

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Lisa Lund, Recording Secretary