

ONEKAMA COMMUNITY PLANNING COMMISSION
REGULAR MEETING THURSDAY, MAY 28, 2009, 7 P.M.

DRAFT

CALL TO ORDER: The meeting was called to order at 7:05 p.m. by Chairman Dan Behring.

The Pledge of Allegiance was said.

Clerk Helen Mathieu swore Ken Bauer in as a commission member.

Members present: Nancy Story, Evie McNeil, Ken Bauer, Susan Barnard, Jon Phillips, Rudy Gross. Absent: Doug Mortenson, Roger Cody. Also present: Zoning Administrator Dana Schindler, Recording Secretary Mary Lou Millard; Consultant John Iacoangeli.

CONSENT AGENDA: **Motion** by Behring, second by Gross to correct the minutes of the March 11, 2009 meeting with this insertion before the words **vice chairman:** "Evie McNeil arrived at the meeting at 4:15 p.m.". Motion carried. **Motion** by Phillips, second by Gross to approve the minutes as corrected. Motion carried.

ITEMS TO BE ADDED TO AGENDA: None.

ZONING ADMINISTRATOR'S REPORT: Schindler distributed the April and May reports . She said that the township's first aerobic septic system on the lake was approved for the Vermulean property. Behring asked Schindler to prepare a short description of this system for the commission's information. Schindler said the number of violations in the village has increased. She pointed out that both the township and village have police power to purchase and issue citations. The village has purchased the citations. Clerk Mathieu was asked if the township has citations. She said under the Civil Infraction section in the township ordinances, citations can be issued. Schindler said a Zoning Board of Appeals hearing is scheduled for Wednesday, June 3 at 6 p. m. In the township hall. Behring urged the commission members to attend if possible.

TERMS OF OFFICE: Mathieu distributed copies of her proposed terms of office for the new board. Terms are: Story-2 years; Barnard-3 years; Bauer-1 year; McNeil-1 year; Behring-3 years; Cody-2 years; Gross-3 years; Mortenson-1 year; Phillips-2 years. She said when their term is up they still need to submit a brief letter if they are interested in being re-appointed. **Motion** by Story, second by Barnard to accept the terms as presented. Motion carried.

ZONING ORDINANCE COMMITTEE: Gross said he was designated as the reporter for this committee to the group's monthly meetings. He reported the committee discussed the hotel/motel conversion for the village, to incorporate it into the combined ordinance. The moratorium in the village ends July 31. Iacoangeli said the group is making progress. It could require a special meeting and scheduling a public hearing for this item, to meet the July 31 moratorium deadline.

APPROVAL OF BY-LAWS: Discussion centered on amplification of the duties of the officers and commissioners, parliamentary procedures.

****Roger Cody arrived at 7:28 p. m..**

By-laws discussion continued including whether the group should have an operational manual in addition to a by-laws document, for educational purposes. Some members asked to be able to read Schindler's suggested additions to amplifications of the duties. **Motion** by Cody, second by Gross to accept the by-laws as presented and revised on April 8, 2009. Motion carried.

BUDGET FOR PLANNING COMMISSION: Behring explained that the township and village do not line item the budget, it is an activity budget. The new commission has a “pool” for all expenses. He will try to monitor this. Iacoangeli said he worked with the clerk to prepare a budget for the planners and there is backup material on this which the clerk can provide to commissioners. He said the commission needs to submit a report by March 1st as to the budget spent and, what the group hopes to do for the upcoming year.

MASTER PLAN REVIEW: Iacoangeli said that the Leadership Team is halfway through its review. There will be another review before it goes out for a public hearing. The team's goal is to get a document to the planners and public that doesn't require numerous changes. The team will hand off the Master Plan to the planning commission and it is their responsibility to review and set a public hearing.

CAPITAL IMPROVEMENT PLAN WORKSHOP: Behring reported on the workshop attended also by Phillips, Gross and Barnard. He said the CIP is a long term plan on where to spend township money on capital and operational expenses. The plan covers a six-year period, updated annually. The program should follow the Master Plan. Behring distributed data with key points of the workshop and plans to do a “mini” workshop on it.

WHAT WILL THE TOWNSHIP LOOK LIKE IN 2015? Commissioners had previously reviewed the Master Plan, Watershed Plan and Parks and Recreation Plan. They gathered in small groups to discuss ideas on what the township would look like in 2015. Some suggestions were: controlled watershed, the need for a Downtown Development Association, clean lake, vibrant commercial downtown, parks that fit the needs of a family, good sewer system, public transportation, museum, affordable housing, wind and green energy. Behring will compile the group's conclusions and present it for further discussion at the June meeting.

COMMISSION ROLES & EXPECTATIONS: Behring said the commission has to know the Master Plan better than anyone else and also know the ordinance well enough to implement the Master Plan.

The group has to be careful stewards of our dollars This will further be discussed at the June meeting.

FUNDING OPPORTUNITIES FOR COMMUNITY: Behring discussed and listed some of the grants that were distributed and are available from the USDA and Michigan Economic

Development Council. In his conversations with them, The USDA said “ we can do everything to build a community from the ground up” and this includes municipal buildings, infrastructure development, housing, business growth. The MEDC (a DDA is needed for this) has a community assistance team which will come to the community and package incentives and grant programs for developers and communities. Some of the programs are Brownfield redevelopment, downtown building facade grants, historical preservation, transportation enhancement

PUBLIC COMMENT: Barnard relayed a suggestion to perhaps have the village and township boards take a bus tour of the township. Alice Hendricks offered to coordinate the proposal.

CORRESPONDENCE: None.

ADJOURN: 9:20 p.m.

Dan Behring, Chairman

Jon Phillips, Secretary

Submitted by

Mary Lou Millard

Recording Secretary