

Colfax Township, Weldon Township and Village of Thompsonville  
Community Joint Planning Commission  
14731 Thompson Avenue, Thompsonville, MI 49683  
Minutes – January 5, 2017 Regular Meeting

Peg Minster opened the meeting at 7:02 P.M. followed by the Pledge of Allegiance.

Present at roll call: Commissioners Peg Minster, Shelley Greene, Irene Dunham Thayer, Don Suchocki, Sally Bobek, Eugene Allen, Gene Houghton and Michael Foust; and Zoning Administrator Craig Meredith. Chris Bobek arrived at 7:05 P.M. Absent: Debra Franke (excused).

Guests: Ron Hitesman, Charles Kraus, Judith Kraus, Lucas Reynolds, Sarah Ross and Sean Duperron.

Public Comment: Ron Hitesman said he received a call about controls on food trucks and referred it to Craig Meredith. Eugene asked if a bus shelter has been discussed. It was mentioned by Bill Kennis at Weldon and Colfax meetings but no decision on location; the Village should choose it.

Agenda Additions/Corrections: Add Ron Hitesman to Food Trucks and move Election of Officers to New Business; move Mountain Valley Motel to later in meeting. Motion/second by Irene/Chris to approve agenda as amended; motion carried.

Approval of Minutes: Motion/second by Chris/Sally to approve December 1 regular meeting minutes as presented; motion carried.

Unfinished Business and Reports

A. Amendments: A special meeting was set for January 12 at 7:00 P.M. for an initial review of the proposed Article 10-Signs amendment of the Joint Zoning Ordinance.

B. Municipal Infraction Ordinance: Shelley recapped the lack of means to enforce zoning ordinance violations. An MCI ordinance provides enforcement authority through District Court. It can also be used for enforcement of local ordinances written as civil infractions. This is for JPC info; the zoning administrator can enforce the JZO once all legislative bodies adopt the ordinance. Eugene, Ron Hitesman and Ron Evitts are discussing local enforcement officer(s), blight, etc. with a goal of April.

C. 2017-2018 Budget: Peg felt JPC budget spreadsheets need to be consistent with Carrie's software program. The need to ensure clear communication both ways especially to minimize any extra work for Carrie was discussed. Peg feels 1099s would be easier; Eugene said QuickBooks breaks out payroll. Chris, Debbie and Shelley will meet with Carrie and have the budget ready for JPC approval in February. An annual report recapping the year and looking ahead will be submitted with the budget to legislative bodies.

D. Capital Improvements Plan: Shelley will have the package ready for officials at their January meetings. Eugene started the process in December by capturing ideas at the Village meeting. A master plan of all projects under consideration will need to be created when legislative bodies submit plans.

E. FOIA Policy: This is a work in progress for the JPC on Colfax's website. Peg said we should give whatever is requested; Shelley said Gilmore Township was recently given the zoning fee schedule.

New Business

A. Proposed Campground: Craig introduced Lucas Reynolds, owner of Mountain Valley Lodge, and Sarah Ross of Practical Engineers, Inc. Zoning permit applications and site plans were distributed. Ms. Ross gave an overview of the plans. She said PA368 governs campgrounds for sewer, electrical and health department requirements and has its own design guidelines. She noted Campgrounds was not permitted in the C-2 Zoning District. The JPC has it on a list with other proposed amendments; discussed the option to apply for amendment and possibly save some time. It was agreed to send Mr. Reynolds a letter stating the JPC's intent to amend which Ms. Ross said would assist them both for other purposes of the project. Motion by Sally, Irene seconded a letter be written that the JPC will be making

a recommendation to the legislative bodies that Campgrounds be added to the Zoning Ordinance for C-1 and C-2 Zoning Districts; motion carried. Craig will provide an amendment application.

B. Motorcycle Track: Sean Duperron, Benzie County Parks & Rec commissioner, gave background on the desire to add a single-track motorcycle-only trail in the area on state land. There is none within a reasonable drive of the county. Application is made to the state for use of land. Paths are narrow, low speed; some limb brushing is needed but no tree clearing. Funding comes from motorcycle fees; clubs handle signage and grooming. Funding for patrol by deputies would be covered. Mr. Duperron spoke of rider demographics, existing trails in the region and how trails are laid out with DNR approval; he answered questions on night riding, liability, emergencies and noise. Mr. Duperron was looking for concerns, whether there is a trailhead location that makes sense and areas to avoid. He was invited to revisit the subject with the JPC when appropriate.

Unfinished Business continued.

F. Zoning Administrator Report: Written and oral reports were provided. Permit info was sent for a large pole barn also applied for under Natural Rivers zoning. A stop work order was issued on Lincoln Avenue. One of two other violations is being worked on by a property owner. A sign issue with the distillery needs approval by Crystal Mountain. AT&T contacted Craig about antennas on the tower.

G. Village/Township Reports: Eugene reported on brainstorming for long and short-term projects. Shelley said a blight issue will be handled under the civil infraction process rather than by the township attorney; funds were approved for the sheriff's department snowmobile patrol; discussed the county's request for a planning commission rep; most of the remaining length of Wallin Road will be repaved using local road millage.

H. Budget/Compensation Authorization: Sue Meredith's resignation was received at Weldon's December meeting; Peg, as Vice Chair, will assume responsibilities until the next term. Motion/second by Don/Eugene to pay expenses as presented; motion carried.

#### New Business

C. Election of Officers: Motion/second by Sally/Shelley to nominate Peg as Chair; no other nominations; motion carried. Motion/second by Sally/Chris to nominate Don as Vice Chair; no other nominations; motion carried. Motion/second by Sally/Chris to nominate Shelley as Secretary; no other nominations; motion carried. Terms take effect April 1.

D. Training: Networks Northwest will host a Planning & Zoning Essentials workshop at their Garfield location on Wednesday, March 22 starting at noon. It will be presented by the Michigan Association of Planning. Shelley will register Chris, Debra, Gene and Kathy.

E. Food Trucks: Craig said the family who inquired was interested in doing it from their home on Lindy Road. The JPC would welcome them at a future meeting to hear plans.

Eugene asked about MCI ordinance copies for the Village. Shelley will provide with a letter explaining the process and email Mary the ordinance. The ordinance has been provided to the Weldon and Colfax boards.

Correspondence: None.

Public Comment: None.

Adjournment: Motion/second by Don/Chris to adjourn at 9:10 P.M.

Respectfully submitted,

Shelley Greene  
Secretary

*Minutes are proposed until approved at the next meeting*