



## Wexford Joint Planning Commission

c/o Cherry Grove Township 4830 E. M-55

Cadillac, Michigan 49601

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### Draft Meeting Minutes

Time & Date: 6:30pm, Monday, November 26, 2018

Meeting location: Wexford County Road Commission Meeting Room, 85 West Highway M-115, Boon, Michigan. Coordinates: 44° 19' 32.5" N, 85° 34' 53.4" W (44.325685, -85.581500)

A. Call to Order, Roll Call, and Pledge of Allegiance.

Members Present: Stand-In Chair Bev Monroe (Secretary) (Liberty)  
 Donna Taylor (Treasurer) (South Branch)  
 Marty Dahlstrom (Cherry Grove)  
 Dave Williams (Wexford)  
 Cliff Redes (Selma)  
 Ronald Bates (Slagle)  
 Richard Harvey (Boon)  
 Thelma Paul (Greenwood)

Members Absent: Paul Osbourne, Chairman  
 Dave Schroeder, Vice Chairman  
 Erica Szegda (Springville)

Others Present: Robert Hall, Zoning & Planning Administrator  
 Ben Townsend, Assistant Zoning Administrator  
 Heather O'Connor, Recording Secretary

B. Matters pertaining to citizens present at the meeting, in the following order:

1. Site Plan Review – Camp Torenta / Cadillac Area Public School  
 Presentation by Ben Townsend of Site Plan for approval of a 24x30 Storage Building for equipment. There is no expectation nor request for electrical services to the building. Reviewed were topographical maps of the camp, annotating the setback requirements. From the Contractor, Ken Orshal – if Site Plan is approved as presented, prep work is scheduled to start at the end of this week and is expected to be substantially completed by 01Jan19. Richard Harvey asked to have the distance from the proposed building to the water measured and on the Site Plan as the ordinance requires. There were no further comments from the public present. It was moved by Ronald Bates & seconded by Thelma Paul to approve the Site Plan for a 24x30 Storage Building for equipment at Camp Torenta as presented. The motion was passed unanimously.
2. Other public participation for items on this agenda. Four members of the public in attendance. No additional comments/participation.

- C. Housekeeping business.
  - 1. Consent Business.
    - a. Approval of October 22, 2018 Meeting Minutes – Noted in the minutes the titles of President & Vice President should be corrected to Chairman & Vice Chairman. It was moved by Marty Dahlstrom & seconded by Dave Williams to approve the Meeting Minutes as corrected. The motion was passed unanimously.
    - b. Approval of Commission's expense report (pay the bills)
      - (1) November 2018 Bills - It was moved by Marty Dahlstrom & seconded by Dave Williams to approve the Commissions Expense Report as presented. The motion was passed unanimously.
  - 2. Treasurers Budget Report – Donna Taylor – It was discussed that Publishing is out of budget. Robert & Donna will adjust the line items to reflect accurate costs for the December meeting report. It was moved by Marty Dahlstrom & seconded by Dave Williams to approve the Treasurers Report with a deficit showing under the Publishing line item. The motion was passed unanimously.
  - 3. Planning and Zoning Report – Robert Hall. The November Staff Report was presented noting the Executive Committee Meeting on 07Nov18 & Master Plan meeting 13Nov18. Looking to add Transportation & complete streets plan. Additionally, looking to involve a broader cross section of the public for involvement and education of the language of the ordinances. Robert recommended requesting the Planner and Attorney attend the Annual Meeting for training on the zoning commission & responsibilities. To date there is no definite answer from the Attorney regarding attending the Annual Meeting.
- D. Unfinished business and reports (items considered here are taken up in the same order as established by the Commission to fix a priority for consideration and work done in the planning office).
  - 1. Report from each member of the Commission on the segment of the respective participating municipality they represent for the past month. None offered
- E. New business (other business and communications).
  - a. Executive Committee Report [Ad-Hoc Budget]
    - i. Approval of Executive Committee Minutes - It was moved by Richard Harvey & seconded by Cliff Redes to approve the 07Nov18 Executive Committee Minutes. The motion was passed unanimously.
  - b. Master Plan Ad-Hoc Committee Report
    - i. Approval of Master Plan Ad-Hoc Committee Minutes - It was moved by Richard Harvey & seconded by Marty Dahlstrom to approve the 13Nov18 Master Plan Ad-Hoc Committee Minutes. The motion was passed unanimously.
- F. Public Participation for items not on this agenda.<sup>2</sup>

Deborah Grimes, from Selma Township, asked the members: If votes must be unanimous by township, what is the purpose of the commission? Discussion ensued offering the Joint Commission is an administrative body whose job is to make recommendations. The townships approve or deny. Part of coming to unanimous agreement is understanding. Ms. Grimes asked that the commission provide more notices/publications, specifically about timeframes when voting occurs.

Terry Garbrecht, from Greenwood Township, asked the members: what is the feedback from the Greenwood Township and zoning as referenced in the October minutes? Robert Hall volunteered that he had sent a request to the clerk for the Township meeting minutes (as required for further action). Those minutes have not been received as of this meeting.

G. Adjournment.

It was moved by Motion by Richard Harvey & seconded by Marty Dahlstrom to adjourn the meeting at 7:41pm. The motion was passed unanimously.

Prepared by Heather A. O'Connor, Recording Secretary, for Secretary

Respectfully submitted:

  
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Beverly Monroe, [elected] Secretary