



Wexford Joint Planning Commission

c/o Cherry Grove Township
 4830 E. M-55
 Cadillac, Michigan 49601

(231)775-1138x6

planningandzoning@wexfordjpc.org | www.wexfordjpc.org

Proposed Minutes

Time, date: 6:30 pm, Monday, March 27, 2017

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,
- B. David Schroeder Chair, called the meeting to order at 6:30 pm.**

Members Present: Present: Erica Szegda, Deputy Secretary; Sharon Zakrajsek, Richard Harvey; Bev Monroe, Secretary; David Schroeder, Chair; Thelma Paul,

Members Absent: Ronald Bates, Marty Dahlstrom; Gary Emery; Paul Osborne, Vice-Chair; Donna Taylor, Treasurer

Others present: Bob Hall, Planning/Zoning Administrator; Marli Wendel, Recording Secretary. Mr. and Mrs. Draper, Greenwood Township

The Pledge of Allegiance.

- B. Matters pertaining to citizens present at the meeting, in the following order: None
- C. Housekeeping business.
 - 1. Consent Business.

Sharon Zakrajsek moved, seconded by Richard Harvey to adopt the Jan 23, minutes as a corrected at last month's meeting, Feb. 27. Motion Passed with voice vote.

 - a. Approval of Feb. 27, 2017 Minutes Richard Harvey Motion and 2nd Sharon Zakrajsek to accept minutes as distributed. Motion passed with voice vote.
 - b. Approval of Commission's expense report and payment of the bills and attached as appendix "A" to the original of these minutes. Bob submitted mileage. Bev Monroe moved and Thelma to accept the bills and to be paid. Motion passed with voice vote.

2. Treasurer's budget report – Donna Taylor talked with Bob and working on year budget. Making last minute changes. Working on projected budget for the next couple of months. Working on changes to have Income added to budget.

3. Planning and Zoning staff report – Mr. Robert Hall (report is on line)
 - A. IT Right company, trying to get a service contract. Contacting Jack Pine business center as well, can put everything together as well as service. Discussion, Sharon is very happy with IT Right. Erica asked Bob whom he prefers. Motion by Erica Szegda and 2nd by Richard Harvey that Bob goes ahead and purchase IT through Jack Pine Co. for computer and not to exceed \$1600. Motion Passed with voice vote.

B. Motion moved by Bev Monroe and 2nd by Richard Harvey we offer IT Right a service contract not to exceed \$350 per year. Motion Passed with voice vote.

Bob will order supplies through Cherry Grove and reimburse them. Office hours will probably need to be increased through the summer. Discussion. Dave mentioned he had questions on limited hours and all to go back to their respective townships and see if anyone is concerned about hours. It is a service and maybe one day a week is not enough.

C. Bev Monroe had discussion about purchasing a tape recorder for Board's use and for recording secretary. Discussion that it would be helpful. Bev *Monroe* moved and 2nd by Erica Szegda to purchase a recording device to accurately get minutes and not to exceed \$100. Motion passed by voice vote.

D. Bob will be sending out public notices and mailings for WJPC and will use more hours to do that than what he normally works. Discussion on how he is going to distribute the notices and postings as well as printing them out. Ordinances are set up for all with conditions.

E. Bob mentioned that we will in the future talk about medical marijuana. Need to reserve some time to this discussion. Please review all parts of the Ordinance that deals with site plans and special use permits that were posted.

F. Review By-laws and Bob suggested to look at by-laws and bring up next month's meeting.

- D. Unfinished business and reports.

1. Report from each member of the Commission on the segment of the respective participating municipality they represent for the past month.
 - A. Bev Monroe, citizens wanted to have medical marijuana on 80 acres on old church property. Bev took it to Township and they said no.
 - B. Thelma introduced Mr. & Mrs. Draper, in audience, and that they had a question about if an ordinance can be passed by township or by all 11 townships? Bob said that all have to approve any change.
 - C. Sharon had conversations that people would like some clarification for blite. Is there an ordinance for blite and Sharon thinks that the clarification should be that each Township should have their own ordinances for blite. Bob said it is not part of this Zoning Commission. People assumed that this commission deals with blite. Each Township should have their ordinances. Discussion.
 2. Bob plans to meet and go to each 11 township meetings to discuss what the zoning commission is doing and give them necessary information.
- E. New business (other business and communications).
1. Alternate is needed to be Zoning Board of Appeals. Richard Draper offered to be an alternate. Bev Monroe motioned and Sharon Zakrajsek 2nd to recommend Richard Draper to the Greenwood Township Board as an alternate on the Zoning Board of Appeals. Motion passed by voice vote.
 2. Bev Monroe spoke for ZBA members for the ZBA Training Session and will they be reimbursed for this. Referring to bylaws and past minutes. Put on agenda for next month as well as amend By Laws accordingly.
 3. Draft is being worked on will be postponed for now. Bob will get all information together. All plans have to be distributed to adopt the Master Plan.
 4. Discussion on starting draft of the Omnibus amendment to Wexford Joint Zoning Ordinance or postpone. Discussion. Put all together in one document for mass events and ordinances should be written.
 5. Selection of a Planner of Record. Discussion on JPZC and working with planners and set up similar to interview process. Bob suggests that we address this and keep Master Plans and everything updated, etc. Bob will prepare a letter to potential planners and invite the ones who respond to interview. Motion from Erica Szegda and 2nd Richard Harvey that Bob writes a letter for planners and send them out and see if we get responses. Discussion, maybe use Planners on an On Call basis. Have access to professionals. Motion passed by voice vote.
- F. Public participation for items not on this agenda
None

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G. Adjournment.

Moved by Sharon Zakrajsek second by Richard Harvey, to adjourn at 8:01pm. Motion passed after a voice vote.

Prepared by Marli Wendel, recording secretary, for Secretary Beverly Monroe.

Respectfully submitted:



Beverly Monroe, [elected] Secretary