

**APPROVED
OTTAWA COUNTY
PLANNING COMMISSION**

**Monday, January 24, 2005 7:00 PM
Fillmore Administration Building - Board Room
12220 Fillmore Street, West Olive**

DATE: January 24, 2005

PLACE: Ottawa County Fillmore Complex, Board Room

PRESENT: John DeGrazia, Betty Gajewski, Bill Miller, Cornelius Vander Kam, Robert Rinck, Jim Miedema

ABSENT: None

STAFF: Mark Knudsen, Soonja Hixon, Aaron Bodbly-Mast

GUESTS: Greg Chandler, Grand Rapids Press; Nate Thompson, Grand Haven Tribune; Senator Wayne Kuipers; Mark VanderPloeg, City of Holland; John Robbins, Holland Sentinel

Call to Order:

Chair Betty Gajewski called the meeting to order at 7:00 p.m. A quorum was present to do business. Invocation was given by Cornelius Vander Kam.

Approval of the Agenda:

05-01 Motion: To approve the January 24, 2005 Agenda with the following change(s): Move "Action Item", Holland Hospital Neighborhood Plan, after "Election of Officers"

Moved by: Rinck
Supported by: Miller

UNANIMOUS

Approval of the Minutes:

05-02 Motion: To approve the minutes of the October 11, 2004 Joint Planning meeting.

Moved by: Miedema
Supported by: Vander Kam

UNANIMOUS

Election of Officers:

05-03 Motion: To nominate Betty Gajewski as Chair.

Moved by: Vander Kam
Supported by: Miedema

UNANIMOUS

05-04 Motion: To nominate Bill Miller as Vice Chair.

Moved by: Rinck
Supported by: DeGrazia

UNANIMOUS

05-05 Motion: To nominate Soonja Hixon as Secretary.

Moved by: Vander Kam

Supported by: Miedema

UNANIMOUS

Action Items:

- A. Holland Hospital Neighborhood Plan

05-06 Motion: To support Holland Hospital's Neighborhood Plan

Moved by: Rinck

Supported by: Miller

UNANIMOUS

Announcements:

- A. Introductions

Betty Gajewski asked the members of the audience to introduce themselves.

- B. Reports of Meetings Attended

Robert Rinck attended the Remonumentation Committee Meeting.

Bill Miller reported that the Emerald Ash Borer Study has been completed for Ottawa County. All the trees with "trap catches" turned out negative.

Betty Gajewski attended the West Michigan Strategic Alliance meeting held in Spring Lake. The topic discussed was the "Regional Report for 2004". Betty also attended the Parks and Recreation Commission meeting. The grant for acquiring Ottawa Dunes was approved.

Jim Miedema reported that he attended the West Michigan Strategic Alliance meeting in Spring Lake. He also attended the Grand Valley Metro Council meeting where they discussed housing needs for the future.

John DeGrazia had nothing to report, but had a question on "contract zoning". Mark said he would have this information available at the next Planning Commission meeting.

Cornelius Vander Kam reported that he attended a conference in Washington, D.C. He said there was a White House briefing on air quality and the environment. Mr.

Vander Kam also attended the Grand Valley Metro Council Quarterly meeting where they discussed "vertical solutions" to apartment and condominiums problems in the inner city.

Presentations:

Aaron Bodbyl-Mast provided a brief overview of the findings on the M-104 Corridor Study. Aaron said a meeting will be scheduled in the near future with the local units to implement the recommendations made in the study. A CD copy of the study was provided to all the Planning Commission members for their review, but Mark said he would be willing to provide a hard copy if needed.

Petitions and Communications:

- A. FYI Folder

- B. Letter of correspondence to Zeeland Charter Township regarding the Application for Farmland Agreement (PA 116) #70-22936-123130.

- C. Letter of correspondence to Allendale Charter Township regarding the Application for Farmland Agreement (PA 116) #70-7878-123111.

D. Letter of correspondence to Mike Williams regarding the scratch-n-sniff brochures

E. Memo to Greg Ransford Regarding Standardized Maps

05-07 Motion: To receive for information Items A – E

Moved by: Rinck

Supported by: Vander Kam

UNANIMOUS

Public Comments:

None

Discussion Items

A. House Bill No. 5446 – Resolution to Appoint to the Planning Commission One (1) Member of a Public School Board or an Administrative Employee of a School District (Update)

Mark Knudsen reported that the Resolution by the Ottawa County Planning Commission to appoint a school board or administrative employee was adopted by the Board of Commissioners. Mark said the position was posted and he hopes to have another member appointed before the next Planning Commission meeting.

B. Urban Smart Growth Demonstration Project (Update)

Mark Knudsen reported that an agency will be hired to do digital rendering demonstrating the types of architecture and design elements to incorporate in Hudsonville prior to developing the Master Plan Zoning Ordinance. Paul Sachs is preparing an RFP and should be ready to mail within the next week.

C. Ottawa County Wireless Task Force Committee (Update)

Mark Knudsen reported that all the local units of government have passed a resolution supporting the wireless network initiative other than Holland City and Georgetown Township. Mark anticipates their support as well. A meeting will be scheduled with all the local units of government to finalize details on leasing fees, free internet service, terms of the agreements, etc. Mark said he has been receiving a lot of positive feedback from citizens in rural areas who would like access to high speed internet service.

D. New Staff Members

Mark Knudsen reported that Todd Cleveland has been hired to fill one of the Planning and Grants Specialist positions. The department has also hired a part-time data entry clerk to input data on program evaluations and update the mailing list.

E. Citizen Planner

Mark Knudsen said the Citizen Planner Program is now in its third week. There are approximately twenty-eight people attending the program.

F. 2005 Ottawa County Planning Commission Meeting Schedule

A schedule of 2005 Planning Commission meetings was distributed to the members.

G. 2005 Annual Conference – Michigan Society of Planning September 14-17, 2005, Grand Hotel, Mackinac Island

Mark Knudsen asked the Planning Commission members if they would be interested in attending the Michigan Society of Planning Annual Conference in September. He asked the members to let Soonja know as soon as possible for budget purposes.

H. Betty Gajewski's Appointment by Governor Jennifer Granholm to the Small Business Clean Air Compliance Advisory Board

Betty Gajewski has been appointed to the Small Business Clean Air Compliance Advisory Board Committee by Governor Jennifer Granholm. The committee works with the Michigan Department of Environmental Quality on various small business compliance issues.

I. Roadside Tree Planting

Aaron Bodbyl-Mast reported that the Planning and Grants Department met with Parks and Recreation and the Road Commission to look at the status of dying trees on Lakeshore Drive. Aaron said a meeting will be held in February to look at ways to replace the dying trees. One alternative suggested is to have the residents in the area adopt a tree.

J. Lakeshore Drive Paved Shoulders

Mark Knudsen reported that a survey was recently distributed to members of the "bicycling community" to obtain their input on the newly paved four feet shoulders on Lakeshore Drive. Another section of Lakeshore Drive is due to be repaved this spring, and the survey results will assist in determining whether it is worthwhile to place four foot shoulders on this new section of road.

K. Road Salt (Update)

Aaron Bodbyl-Mast reported that in November 2004, thirty-two wells were installed in various locations throughout the county to test road salt levels before and after the winter season. The Road Commission has also initiated their Road Salt Management plan. The plan included placing signage throughout Ottawa County designating "environmentally sensitive" areas. The drivers of the plows will stop salting upon reaching the signs, most of which are posted near blueberry farms. Mark Knudsen said there has been a significant difference in the level of road salt usage on the roads where these signs are posted. Mark said the Road Commission has been doing an excellent job of reducing the salt usage in these areas and it would be very surprising if they do not reach their target of 75% reduction in salt within three years.

Adjournment

The meeting adjourned at 8:56 p.m.

Agenda

1. Call to Order (7:00 p.m.)
2. Invocation
3. Approval of Agenda for the January 24, 2005 Meeting
4. Approval of the Joint Planning Commission Minutes from the October 11, 2004 Meeting
5. Election of Officers
Motion: To nominate _____ as Chair, _____ as Vice Chair, and _____ as Secretary.
6. Announcements (7:10 p.m. - 7:20 p.m.)
 - A. Introductions
 - B. Reports of Meetings Attended
7. Presentations (7:20 p.m. - 7:30 p.m.)

- A. M-104 Study
8. Petitions & Communications (7:30 p.m. – 7:40 p.m.)
- A. FYI Folder
 - B. Letter of correspondence to Zeeland Charter Township regarding the Application for Farmland Agreement (PA 116) #70-22936-123130.
 - C. Letter of correspondence to Allendale Charter Township regarding the Application for Farmland Agreement (PA 116) #70-7878-123111.
 - D. Letter of correspondence to Mike Williams regarding the scratch-n-sniff manure brochures.
 - E. Memo to Greg Ransford Regarding Standardized Maps

Motion: To receive for information Item A-E

9. Public Comments (3 Minutes Per Person) (7:40 p.m. – 7:50 p.m.)

10. Action Items (7:50 p.m. – 8:00 p.m.)

- A. Holland Hospital Neighborhood Plan Review

Motion: To support/not support Holland Hospital's Neighborhood Plan Review

11. Discussion Items (8:00 p.m. – 8:15 p.m.)

- A. House Bill No. 5446 – Resolution to Appoint to the Planning Commission One (1) Member of a Public School Board or an Administrative Employee of a School District (Update)
- B. Urban Smart Growth Demonstration Project (Update)
- C. Ottawa County Wireless Task Force Committee (Update)
- D. New Staff Members
- E. Citizen Planner
- F. 2005 Ottawa County Planning Commission Meeting Schedule
- G. 2005 Annual Conference – Michigan Society of Planning
September 14-17, 2005, Grand Hotel, Mackinac Island
- H. Betty Gajewski's Appointment by Governor Jennifer Granholm to the Small Business Clean Air+ Compliance Advisory Board
- I. Roadside Tree Planting
- J. Lakeshore Drive Paved Shoulders
- K. Road Salt (Update)

12. Adjournment (8:15 p.m.)

