

**APPROVED
OTTAWA COUNTY
PLANNING COMMISSION**

**Tuesday, November 15, 2005 7:00 PM
Fillmore Administration Building - Conference Room B
12220 Fillmore Street, West Olive**

DATE: November 15, 2005

PLACE: Ottawa County Fillmore Complex, Conference Room B

PRESENT: Bill Miller, John DeGrazia, Betty Gajewski, Jim Miedema, Robert Rinck, Gary Scholten

ABSENT: Cornelius Vander Kam

STAFF: Mark Knudsen, Soonja Hixon

GUESTS: None

Call to Order:

Chair Gajewski called the meeting to order at 7:00 p.m. A quorum was present to do business. Invocation was given by Robert Rinck

Approval of the Agenda:

05-27 Motion: To approve the November 15, 2005 Agenda with the following amendments: Under Discussion Item add Item D – Right to Farm Complaints; Item E – Planning Commission Vacancy Applicants; Item F – 2006 Planning Commission Meeting Schedule

Moved by: Rinck

Supported by: Scholten

UNANIMOUS

Approval of the Minutes:

05-28 Motion: To approve the minutes of the October 11, 2005 meeting.

Moved by: Miedema

Supported by: Rinck

UNANIMOUS

Announcements:

A. Introductions

Introductions were not necessary because no visitors attended.

B. Reports of Meetings Attended

John DeGrazia had nothing to report.

Jim Miedema reported that he attended the Boomtown USA session in Jackson, Michigan.

Betty Gajewski reported she attended the Parks and Recreation Commission meeting. The Park Township Landfill will be re-capped soon. In order to complete the project, a large amount of soil will have to be moved. She said they will have to transplant 150 Pink Lady Slippers due to the excavation. These plants are endangered in some areas because they take a long time to grow. When the project is finished, they hope to turn the landfill into a recreational area. Betty also reported the Parks Department received many complaints from citizens who live near the Tunnel Park area regarding visitors parking their vehicles all along the roadways which is creating a traffic hazard. The Park and Recreation Commission are looking into ways to address the parking complaints. Betty also reported the Parks and Recreation Department received many applications from citizens who wish to serve on the Park 12 Advisory Committee.

Bill Miller had nothing to report.

Gary Scholten had nothing to report.

Mark Knudsen reported that consultants would be interviewed on November 17, 2005 at 1:30 p.m., for the purpose of hiring a firm to develop the Hudsonville City Urban Smart Growth Development Plan. In addition, Planning Commission members are invited to attend the "Site Plan Training" being held on November 30, 2005 at 6:30 p.m.

Robert Rinck reported that he attended the World War I Memorial dedication.

Presentations:

None

Petitions & Communications

- A. FYI Folder
- B. "Michigan's Conditional Zoning" article by Christopher Doozan, McKenna Associates
- C. Letter of correspondence dated September 23, 2005 to local units of government regarding the countywide wireless broadband project
- D. Letter of correspondence dated October 12, 2005 to Spring Lake Township regarding proposed revisions to the Spring Lake Township Future Land Use Map
- E. Letter of correspondence dated October 14, 2005 to consultants regarding the Request-for-Proposal (RFP) to rewrite the Master Plan and Zoning Ordinance for the City of Hudsonville
- F. Letter of correspondence dated October 31, 2005 to Lieutenant David Roesler regarding his appointment to the Ottawa County Road Salt Commission
- G. Letter of correspondence dated November 1, 2005 to Georgetown Township regarding the proposed rezoning of Parcel No. 70-14-23-300-039 and Parcel No. 70-14-23-100-052
- H. Letter of correspondence dated November 2, 2005 to Holland City regarding proposed revisions to the City of Holland Master Plan

05-29 Motion: To receive for information Items A – H

Moved by: Scholten

Supported by: Rinck

UNANIMOUS

Public Comments

None

Action Items

A. Zeeland Charter Township Master Plan Review

05-30 Motion: To support Zeeland Charter Township's Master Plan

Moved by: Miedema

Supported by: DeGrazia

UNANIMOUS

Discussion Items

A. Countywide Corridor Plan

Mark Knudsen reported that the first Countywide Corridor Plan presentation took place at Spring Lake Township on November 14, 2005. The Planning Department and the Road Commission would like to present the Plan to each local unit for its review and support. Spring Lake Township officials requested that State Road be added on the plan.

B. Bull's Eye Planning Award

Mark Knudsen said staff looked into several award options to present to the City of Coopersville and the Ottawa County Road Commission for their Roundabout Project. After a brief discussion, the Planning Commission members agreed that a plaque should be awarded along with a signed resolution.

C. Environmental Data Book

Mark Knudsen said this item would be discussed at the next Planning Commission meeting. He asked Soonja to provide another copy of the table of contents in the Planning Commission packets for the December 13, 2005 meeting.

D. Right to Farm Complaints

Mark Knudsen handed out a graph depicting the number of complaints that were received prior to and after the production of the Scratch N' Sniff brochures. He reported there was a 100% reduction in complaints a year after the distribution of the brochures, and a 75% reduction after two years.

E. Planning Commission Vacancy Applications

Mark Knudsen reported that John DeGrazia would not be reapplying for his position on the Planning Commission. Several applications have been received and will be presented to the Board of Commissioners for selection of the most qualified candidate to fill John's vacancy.

F. 2006 Planning Commission Meeting Schedule

Mark Knudsen asked the Planning Commission members for their input on convenient meeting dates and to perhaps change the time the Planning Commission meetings are held. After a brief discussion, the members elected to meet on the last Monday of each month, and rotate the time of the meeting as follows:

- November through March – meetings will be held at 6:30 p.m.
- April through October - meetings will be held at 7:00 p.m.

A meeting schedule will be prepared and distributed at the next Planning Commission meeting on December 13, 2005.

The meeting adjourned at 8:35 p.m.

Agenda

1. Call to Order (7:00 p.m.)

2. Invocation
3. Approval of the Agenda for the November 15, 2005 Meeting
4. Approval of the Minutes from the October 11, 2005 Meeting
5. Announcements (7:10 p.m. - 7:20 p.m.)
 - A. Introductions
 - B. Reports of Meetings Attended
6. Presentations (7:20 p.m. - 7:20 p.m.)
 - A. None (Note: Bill Smith's presentation on "Emergency Services" has been rescheduled for the Planning Commission meeting on December 13, 2005)
7. Petitions & Communications (7:20 p.m. – 7:30 p.m.)
 - A. FYI Folder
 - B. "Michigan's Conditional Zoning" article by Christopher Doozan, McKenna Associates
 - C. Letter of correspondence dated September 23, 2005 to local units of government regarding the countywide wireless broadband project
 - D. Letter of correspondence dated October 12, 2005 to Spring Lake Township regarding proposed revisions to the Spring Lake Township Future Land Use Map
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 - H. Letter of correspondence dated November 2, 2005 to Holland City regarding proposed revisions to the City of Holland Master Plan

Motion: To receive for information Items A – H

8. Public Comments (3 Minutes Per Person) (7:30 p.m. – 7:40 p.m.)
9. Action Items (7:40 p.m. – 7:50 p.m.)
 - A. Zeeland Charter Township Master Plan Review

Motion: To support/not support Zeeland Charter Township's Master Plan

10. Discussion Items (7:50 p.m. – 8:15 p.m.)
 - A. Countywide Corridor Plan
 - B. Bull's Eye Planning Award

C. Environmental Data Book

11. Other Items (8:15 p.m. - 8:15 p.m.)

A. "Contract Zoning" handout from Scholten Fant

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