

## OTTAWA COUNTY PLANNING COMMISSION

### APPROVED MINUTES

DATE: August 25, 2008

PLACE: Ottawa County Fillmore Complex, Board Room

PRESENT: Matt Hehl, Jim Holtvluwer, Jim Miedema, Bill Miller, Roman Wilson

ABSENT: Jeff Wincel

STAFF: Mark Knudsen, Tabitha Rowley

GUESTS: Adam Kantrovich, MSU Extension

#### Call to Order:

Chair Miedema called the meeting to order at 7:00 p.m. A quorum was present to do business. Invocation was given by Jim Holtvluwer.

#### Approval of the Agenda:

**08-48 Motion:** To approve the August 25, 2008 Agenda

Moved by: Hehl

Supported by: Holtvluwer

**UNANIMOUS**

#### Approval of the Minutes:

**08-49 Motion:** To approve the minutes of the June 30, 2008 meeting

Moved by: Miedema

Supported by: Holtvluwer

**UNANIMOUS**

#### Introductions:

None

#### Presentations:

None

#### Action Items:

None

#### Announcements:

Mark Knudsen announced that Kim Scherschligt, the department's environmental planner, had resigned from her position and returned to Colorado.

Mark also stated that no Planning Commissioners had expressed an interest in attending the Michigan Association of Planning Conference.

### **A. Reports of Meetings Attended**

Roman Wilson attended a Northwest Ottawa County Sustainability Coalition meeting. He stated that the coalition includes representatives from municipalities, businesses, and non-profit organizations. The coalition is in the process of defining their goals. Roman also attended a meeting of the City of Grand Haven's Master Plan Committee. He stated that public input will be obtained throughout September through a series of charettes.

Bill Miller stated that the State will be funding a gypsy moth suppression program. Many gypsy moth complaints have been filed in Kentwood, Walker, and Wyoming. He stated that the Gypsy Moth Coordinator from the Soil Conservation District in Ottawa County will also assist Kent County with their program.

Bill also expressed concern that bicyclists have been disregarding stop signs on the non-motorized trails. He stated that a bicyclist had run a stop sign on the Musketawa Trail and had been killed. He asked if the Parks Department could provide enforcement.

### **Petitions and Communications:**

#### **A. FYI Folder**

**B. Letter of correspondence, dated 6/23/2008, from the City of Grand Haven regarding an amendment to its Master Plan**

**C. Letter of correspondence, dated 7/1/2008, to the City of Grand Haven regarding an amendment to its Master Plan**

**D. Letter of correspondence, dated 7/1/2008, to transportation consultants regarding the West Michigan Transit Linkages Study**

**E. Letter of correspondence, dated 7/2/2008, to Michigan Sea Grant regarding Dr. Erik Nordman's Michigan Sea Grant Application**

**F. Letter of correspondence, dated 7/2/2008, to Chester Township regarding an Application for Termination of Farmland Rights Agreement (PA 116) for Parcel #70-01-22-100-019**

**G. Letter of correspondence, dated 7/22/2008, to transportation consultants regarding the West Michigan Transit Linkages Study questions and responses**

**H. Memorandum of correspondence, dated 7/22/2008, from West Michigan Regional Planning Commission regarding U.S. Economic Development Administration grants**

**I. Letter of correspondence, dated 7/28/2008, to transit organizations and specific local units of government, regarding West Michigan Transit Linkages Study Resolution of Support**

**J. Letter of correspondence, dated 7/31/2008, from Disability Network regarding regional transportation planning**

**K. Letter of correspondence, dated 8/1/2008, to transportation consultants regarding the West Michigan Transit Linkages Study questions and responses**

**L. Letter of correspondence, dated 8/12/2008, from the City of Ferrysburg regarding a West Michigan Transit Linkages resolution**

**08-50 Motion:** To receive for information Items A-L

Moved by: Holtvluwer

Supported by: Wilson

**UNANIMOUS**

**Public Comments:**

None

**Discussion Items**

**A. Wind Energy Model Ordinance**

Mark stated that the Wind Energy Model Ordinance was still being prepared. The Ordinance will divide the type of wind facilities into four areas:

- Roof-mounted, which would be governed by the size of unit and the decibel level (under 25-30 dB)
- Pole-mounted, 30 kilowatt or less, governed by decibel level and fall zone
- Pole-mounted, 30 kilowatt or greater, governed by decibel level and setbacks
- Large wind farms

Further, Mark stated that a sound technician would be coming to the next meeting and playing recordings of “white noise” at varying decibel levels to assist the Planning Commission in these regulations. Mark said that a final draft of the model ordinance would be ready in late September or early October.

**B. Comprehensive Water Resource Assessment**

As had been discussed at the last meeting, Mark and Kim had met with the consultants who were possible bidders for the Water Resource Assessment Request for Proposals (RFP). At that meeting, the consultants had requested that the Assessment be broken down into smaller increments. Mark stated that Prein & Newhof had offered to put together a new outline for the RFP. Mark said that he clearly told Prein & Newhof that their offering to outline the RFP would in no way effect the outcome of the RFP bid. Mark stated that after an outline was completed, he would have it reviewed by other consultants before sending out a new RFP.

**C. Transit Study RFP Responses**

Mark distributed a schedule for the Transit Study to the Planning Commission members. He stated that two proposals were received as a result of the RFP. The two consultants that submitted proposals will be interviewed by the Technical Committee in September, and the Technical Committee will provide a recommendation to the Planning Commission for the September meeting. A kick-off event is being planned for mid- to late-October.

**D. PDR Program**

Mark stated that the Michigan Agricultural Preservation Fund Board is reviewing the County Ordinance. At that point, the County Development Plan would be reviewed. Once those are

approved, the Scoring System and Monitoring Plan would go before the County Agricultural Board, and then to the State for approval.

Further, Mark stated that the openings for the County Agricultural Board had been posted.

**E. Brownfield Redevelopment Authority**

Mark reported that the County’s Brownfield Redevelopment Authority is in place.

**F. Agricultural Preservation Board**

This was discussed under “PDR Program.”

**G. Planning Commission Educational Representative Opening**

Mark stated that this position has still not been filled.

**Input and Strategy Session**

**A. Performance-Based Budgeting**

As a part of the County’s performance-based budgeting, Mark had created a strategic outline for the Planning section of the department. The goals, objectives, and outcome-based measures are listed in the strategic outline. He will present this information in full at the next meeting.

**08-51 Motion:** To adjourn the meeting.

Moved by: Holtvluer

Support: Miller

**UNANIMOUS**

The meeting adjourned at 7:32 PM.