

Shannon Schlegel
Chair

Mark Simon
Vice Chair

Kevin Kirk
Secretary

Members -
Patti Schafer
Roni Christmas
Adam Stacey (BOC Rep)
Willis Heisey

**CLINTON COUNTY
PLANNING COMMISSION**



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**PLANNING COMMISSION MEETING MINUTES
Meeting of June 11, 2020 – 7:00 P.M.**

**VIA TELEPHONIC/VIDEO CONFERENCE
DIAL 1-312-626-6799 OR LINK <https://us02web.zoom.us/j/82830173174>
MEETING ID: 828 3017 3174**

PER STATE EXECUTIVE ORDER NO. 2020-15 CONCERNING OMA AND COVID-19

1. Call to Order and Roll Call -

The June 11, 2020 Planning Commission meeting was called to order at 7:00 p.m. with Chair Schlegel presiding. Roll was called and a quorum was reported.

Planning Commission members present – Shannon Schlegel (Chair), Mark Simon (Vice-Chair), Adam Stacey (B.O.C. Representative), Roni Christmas, Patti Schafer, Kevin Kirk, Willis Heisey

Staff present - Wendy Ward, Planning & Zoning Secretary, Doug Riley, Community Development Director, Community Development Department, Jessica Plesko, Soil Erosion & Sedimentation Control Secretary

Chair Schlegel requested that Director Riley go over the procedures for tonight's meeting. Director Riley stated that all votes will require a roll call vote as we need to have each person on record voting individually. Chair Schlegel will call on Commissioners for a motion and for a support and Wendy will then proceed with a roll call vote.

While we do not have any applications that require a public hearing this evening, State statute requires that the Planning Commission meet at least 4 times per year. Your own adopted by-laws state that you shall meet at least 6 times per year. The purpose of the minimum meeting requirements is assumed to be to allow any Planning Commissioner(s), other Officials, or citizens to present information to the Planning Commission that they would like to be duly considered. As it stands now, we have only held 2 (January and March) meetings in 2020. Therefore, Chair Schlegel and Director Riley thought it would be appropriate to hold the June meeting.

2. Approval of Agenda -

PLANNING COMMISSION ACTION

Motion by Commissioner Schafer, support by Vice-Chair Simon to approve the June 11, 2020 Planning Commission agenda, as presented. Voting on the motion by roll call vote, those voting aye – Christmas, Schafer, Simon, Schlegel, Kirk, Stacey, Heisey. Motion carried unanimously [Vote of 7-0, all in favor, none opposed].

3. Approval of Planning Commission Meeting Minutes – March 12, 2020

PLANNING COMMISSION ACTION

Motion by Commissioner Heisey, support by Vice-Chair Simon to approve the March 12, 2020 Planning Commission meeting minutes, as presented. Voting on the motion by roll call vote, those voting aye – Schafer, Simon, Schlegel, Kirk, Stacey, Heisey, Commissioner Christmas stated that she will abstain from voting as she was not present for the meeting. Motion carried unanimously [Vote of 6-0, all in favor, none opposed, 1 abstain].

4. Communications –

A. City of St. Johns – Draft Master and Downtown Plans

Director Riley presented discussion on the City of St. Johns Draft Master and Downtown Plans. This plan is different in that the draft master plan includes a significant portion of Bingham Township as a “Joint Planning Area” (adjacent to the City). Since the County Planning Commission and Board of County Commissioners have planning/zoning authority/responsibilities for Bingham Township, Director Riley strongly recommends that the Planning Commission request, by a motion, that the City or their consultant (McKenna Associates) officially present this plan to the Planning Commission at the July 9, 2020 meeting. This would also give time for the Planning Commission to receive feedback/comments from Bingham Township on their support for the draft plan.

PLANNING COMMISSION ACTION

Motion by Commissioner Christmas to recommend that the Planning Commission request that the City of St. Johns, or their consultant, officially present the City of St. Johns Master Plan (with a focus on the Bingham Township “Joint Planning Area”) to the County Planning Commission at the July 9, 2020 meeting. Support by Commissioner Kirk. Voting on the motion by roll call vote, those voting aye – Christmas, Schafer, Simon, Schlegel, Kirk, Stacey, Heisey. Motion carried unanimously [Vote of 7-0, all in favor, none opposed].

5. Public Comments –

There were no public comments presented.

6. Old Business –

There was no old business presented.

7. New Business -

There was no new business presented.

8. Other Business –

There was no other business presented.

9. Community Development Director’s Report -

Director Riley provided a brief discussion on the following topics –

- There will be a Planning Commission scheduled for July 9, 2020 and we are hoping that this will be an in-person meeting. We just received a rezone application in our office.
- In regards to the per diem vouchers, Wendy will be sending them out for signatures; the vouchers will not include mileage.
- In regards to the 2020 Census, everything has been pushed back approximately six months (as far as time frames go). The response rate on the 2020 Census is good for Michigan; just over 67%, which is 4th in the nation. Clinton County in particular has done really well; 75.2% in responses from residents to the Census questionnaire; ranked #8 statewide out of 83 Counties.
- In regards to the Comprehensive Plan update (update from the March meeting), a 5-year update to the Comprehensive Plan, Zoning Ordinance and Associated Initiatives was in the planning stages. At the March meeting, the Planning Commission reviewed the request for proposal

(RFP) and we were going to hire a consultant; but due to the Covid 19 pandemic, the budget is minimal. We have been taking a hard look at our general fund budget and where to cut costs. In review, to save costs on the Planning & Zoning budget, the Comprehensive Plan update is now proposed to be completed in-house.

- In regards to the Zoning Ordinance update, this cannot be done in-house. The formatting will need to be updated, steam-lined and fully linked on the website. The Capital budget will help with this. This update will be pushed back six months.
- Clinton County Board of Commissioner Stacey indicated support for completing the Comp Plan update in-house and the cost saving measures to the General Fund.

10. Planning Commissioner Comments –

- Commissioner Christmas provided an update on the Green Space Commission (GSC) meeting held on Friday, June 5, 2020 via teleconference call. Kyle Thornton is the new GSC Coordinator. Not much action due to the Covid 19 pandemic. Just a few things – the Fred Meijer Trail has not been maintained, the pavilion at Motz Park is closed until further notice, restrooms are open (except the accessible ones – on a case by case basis, concern with students doing things for the County and leaving due to lack of hours and this year’s special meeting will not be held at the park pavilion, as usual. Commissioner Stacey added that opening up the parking lot at Motz Park is a great idea; this is critical to be opened for all the people who will come from other areas besides Clinton County as many other parks remain closed for the summer.
- Commissioner Kirk shared that tonight was his last official Planning Commission meeting. He and his wife have moved to a different location that is not in Clinton County. He will continue to farm in St. Johns but his residency and ability to vote in Clinton County is not valid. He strongly wishes to support the By-Laws which state that he must a Clinton County resident/voter to serve on the Commission (even if he still farms in Clinton County, he doesn’t feel it’s the right thing to do). Chair Schlegel and fellow Commissioners and staff shared their appreciation and kind words to him.
- Chair Schlegel shared that the deadline for someone to file a petition for candidacy for the Circuit Court Judge has passed; she is the only one on the ballot for the seat. She is relieved and happy and shared her words of gratitude. She also shared that her time serving on the Planning Commission will be coming to an end in the near future, as well. She will not serve on the Commission past December 2020.

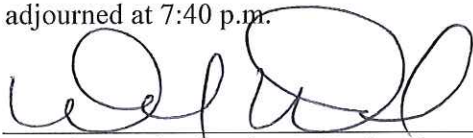
Director Riley added that once we receive Commissioner Kirk’s official letter of resignation, the Planning Commission will need to appoint a new Secretary to the Planning Commission.

11. Adjournment –

PLANNING COMMISSION ACTION

Motion by Vice-Chair Simon, support by Commissioner Heisey, to adjourn the June 11, 2020 Planning Commission meeting. Voting on the motion by roll call vote, those voting aye – Christmas, Schafer, Simon, Schlegel, Kirk, Stacey, Heisey. Motion carried unanimously [Vote of 7-0, all in favor, none opposed].

With no further business to come before the Planning Commission, Chair Schlegel declared the meeting adjourned at 7:40 p.m.



Wendy Ward, Planning & Zoning Secretary

NOTE: The June 11, 2020 Planning Commission meeting minutes were approved, as presented, at the July 9, 2020 Planning Commission meeting.