

# FREMONT AREA JOINT PLANNING COMMITTEE MEETING MINUTES

Monday, April 10, 2006

5:00 – 6:30 PM

Sherman Township Hall

**Members Present:** Dayton Township: Chuck Witteveen, Planning Commissioner  
Dayton Township: Shirley Hooker, Supervisor  
Dayton Township: Barbara Popp, Board Member  
Dayton Township: Vern Staley, Planning Commissioner  
Dayton/Sheridan Townships: Peter Lance, Zoning Administrator  
Sheridan Charter Township: Dave Lue, Supervisor  
Sheridan Charter Township: Don Potter, Board Member  
Sheridan Charter Township: Jeff Wharton, Planning Commissioner  
Sheridan Charter Township: Jack Taylor, Planning Commissioner  
Sherman Township: Fran Derks, Board Member  
Sherman Township: Roman Miller, Zoning Administrator  
Sherman Township: Joan Obits, Supervisor  
Sherman Township: Warren Stroven, Planning Commissioner  
City of Fremont: Peg May, Planning Commissioner  
City of Fremont: Jim Breinling, Mayor Pro Tem  
City of Fremont: James Rynberg, Mayor  
City of Fremont: Chuck Whitman, Planning Commissioner  
City of Fremont: Richard Rought, Zoning Administrator

**Members Absent:** Sherman Township: Randy Paulson, Planning Commissioner

**Alternates Present:** Sheridan Charter Township: Jennifer Christensen, Board Member  
Sheridan Charter Township: Sandy Vandenberg, Planning Commissioner

**Others Present:** Dayton Township: Keith Breuker, Planning Commissioner  
Dayton Township: Terri Luchies, Planning Commissioner  
City of Fremont: Jack Butterick, Planning Commissioner  
City of Fremont: Lon Vredeveld, Planning Commissioner  
City of Fremont: Chris Yonker, Fremont City Manager  
City of Fremont: Michele Ribant, Director of Neighborhood & Economic Development

**Consultant Present:** Land Information Access Association (LIAA): Joe VanderMeulen, Executive Director

## Call to Order & Welcome

Chair Chuck Witteveen called the meeting to order at 5:07 PM and welcomed everyone to the meeting.

## Review & Approval of Minutes

A motion was made, seconded and carried to approve the minutes from the March 13, 2006 meeting.

## Review Revised Draft Joint Planning Agreement

Joe VanderMeulen reviewed the reasons for which the Joint Planning Committee thought that creating a Joint Planning Agreement was a good idea. He also reviewed the various provisions in the Agreement, and explained that the only changes to the Agreement since our last meeting were housekeeping changes. He noted that the draft copy of the Agreement dated March 13, 2006 was the most up-to-date version.

Jeff Wharton felt the Committee should evaluate the steps required in the Agreement if another governmental unit wants to join the Joint Planning Commission; he believes there are too many steps involved. After some discussion, the Committee decided to leave the Agreement as written and Chair Witteveen indicated that each member should consider Mr. Wharton's point before the next meeting.

Mr. VanderMeulen updated the Committee regarding Enrolled House Bill No. 4398, which is the new Michigan Zoning Enabling Act. He indicated that the new Act does not hinder the work the Committee has put forth in creating the Joint Planning Agreement. However, he felt the Committee should be familiar with the new Zoning Enabling Act. Chair Witteveen asked each member to review the new Act before the next Joint Planning Commission meeting.

Jim Breinling informed the Committee that educational opportunities are available through the Planning & Zoning Center, Inc. on the new Michigan Zoning Enabling Act. Michele Ribant was asked to e-mail the information regarding the educational programs to the Committee.

### **Discussion on Transition Process**

Mr. VanderMeulen advised that he consulted with an attorney on LIAA's Board as to the best way to handle the transfer of all the powers and duties that were once bestowed upon separate planning commissions and would now be bestowed upon the Joint Planning Commission. He stated that a way to handle the transition would be to incorporate a "savings clause" into the Ordinance in which each governmental unit must approve in order to adopt the new Fremont Community Joint Planning Agreement. The savings clause would outline the powers and duties that would remain with the respective planning commissions for each governmental unit until such a time as new governing documents such as a Joint Master Plan and a Joint Zoning Ordinance were in place.

Mr. VanderMeulen reported that a Subcommittee of the FAJPC met since the last meeting to discuss the processes each governmental unit had in place regarding planning and zoning. He referred to the chart that outlined the similarities and differences in these processes. There does not appear to be that many procedural differences amongst the governmental units and that it would seem fairly easy to meld those processes into one when the time was appropriate.

Mr. VanderMeulen then revisited the transition steps that could be taken to implement the Agreement. He reiterated that in the first year or two there may be more costs associated with joint planning but that in the long-term the costs would go down. It was pointed out that the community stands to benefit from the joint planning efforts right away if the community starts planning on a regional level.

### **Planning for Public Information & Education Efforts**

Mr. VanderMeulen indicated that the website created by LIAA could be a good resource for educational materials to be used in the Committee's education efforts. He referred the Committee to the website: [www.partnershipsforchange.cc/fremont](http://www.partnershipsforchange.cc/fremont).

Other suggested materials that could assist the Committee in educating the public on the benefits of joint planning included:

- ❖ Maps
- ❖ Handouts from previous meetings
- ❖ Power-point presentation showing benefits
- ❖ Aerial or other photographs on changing local land uses throughout the years
- ❖ Question and answer handout

It was suggested that a subcommittee convene before the next meeting to decide which materials should be used to educate the public. Mr. Witteveen will ask representatives from the full Committee to serve on the Subcommittee, and Michele Ribant will coordinate the subcommittee meeting.

#### **Land Information Access Association's Involvement in Grant Project**

Chair Witteveen inquired as to how much more time LIAA has under the professional services agreement to dedicate to the grant project. Mr. VanderMeulen came prepared with a Financial Status Report as of March 31, 2006. The report outlined that LIAA has about \$9,000 left in its budget for this project and that the dollars could be used in a variety of ways, such as through meeting time or time dedicated to preparing educational materials.

#### **Plan for Next Meeting**

After some discussion, it was decided that the next full meeting of the Fremont Area Joint Planning Committee would take place as follows:

Monday, May 8, 2006  
Fremont City Hall  
City Council Chambers  
7:00 PM – 8:30 PM  
Light snacks will be available

At the next meeting the presentation that will be communicated to the public in June will be presented to the Joint Planning Committee for review and comment. Planning Commissioners and Board Members will also be invited, but the Committee will make an effort to send an educational team to each of the respective Commission and Board meetings to educate them on the work of the Commission and to try to gain their support of the Committee's efforts.

#### **Adjournment**

There being no further business of the Committee, the meeting adjourned at 6:37 PM.