



**Calhoun County Planning Commission  
Minutes  
September 26, 2016**

**Present:** Commissioners, Sarah Kelly, Dan Kesselring, Angie Kline, Terence Lunger, Kelli Scott, Blaine VanSickle, Dan Livingston. Staff in attendance: Consultant, Jennifer Bomba; Community Development Educator, Ingrid Ault, and Program Assistant, Vera Prince. Quorum was met.

**Excused:** Tracy Bronson, Tammi Damerow, and Linda Freybler

1. *Please Note:* The Calhoun County Planning Commission Meeting scheduled for August 29, 2016, at 4:00 p.m. was cancelled. The September 26, 2016, Planning Commission Meeting was called to order at 4:00 p.m.

2. Roll was called by the Program Assistant.

3. Approval of Agenda

Approval of September 26, 2016, Calhoun County Planning Commission agenda, as presented, moved by Kelli Scott and supported by Dan Livingston.

On a voice vote, Motion CARRIED.

4. Public Comments

Noted: No public attendees; no public comments

5. Approval of July 25, 2016 Meeting Minutes

“Moved by Terence Lunger, second by Sarah Kelly

On a voice vote, Motion CARRIED.

6. Communication

Jennifer Bomba distributed two supporting documents: the Notice of Intent to Prepare a Master Plan from Kalamazoo County; she noted that the City of Battle Creek is also undergoing a Master Plan update. Bomba stated that she periodically reviews plans to see if public meetings will be held, and if there are any items within the Master Plan where Calhoun County could also be involved. She also noted that when an amendment is done, the surrounding and internal municipalities are notified, in addition to any registered utilities. The distributed document clearly outlines where the Notice of Intent has been sent, and Jennifer added that the document is good for recordkeeping.

Jennifer also shared a document from the City of Battle Creek Department of Planning and Zoning regarding a Cancellation of Meeting Notice for the Planning Commission Meeting on September 28, 2016. The next scheduled monthly meeting will be held on Wednesday, October 26, 2016.

7. Old Business

None.

8. New Business

Jennifer stated that the newly formed Membership Subcommittee held their first meeting prior to the 4:00 Planning Commission Meeting. The Subcommittee was formed to review several long-standing vacancies, as well as several upcoming vacancies. The newly-appointed Chair, Kelli Scott, provided an update from the meeting, and stated that members of the Committee include Dr. Terence Lunger (Vice Chair), and Sarah Kelly. She distributed a job description and process for filling the upcoming vacancies, which include eleven members and several that are expiring and seeking renewal (Angie and Sarah positions).

The expected openings include Agriculture Forestry Land Views, Recreation and Tourists, and Industrial and Economic Interests. The process will include an online application process—directing interested parties to the Calhoun County website to apply via regular online application. The deadline for applying is November 21. The Ordinance stipulates the following:

- Applicants must be a resident of Calhoun County.
- The member that is also County Commissioner should not be the Chair going forward.

Chair, Kelli Scott, recommended approval of the job description and process in order to move forward to fill the three open vacancies. Dan Kesselring supported this recommendation for approval.

On a voice vote, Motion CARRIED.

9. Township Planning & Zoning Coordination

A. Emmett Charter Township Text Amendment Zoning Ordinance / Craft Houses

Emmett Charter Township has proposed a text amendment to include language that will define crafting houses—defined as a place rented on a “per event basis” (daily, weekly, events such as quilting, pottery making, scrapbooking, etc.). The proposal is to allow as a conditional use in the low-density residential district. Emmett Township is proposing in Section 12.03, to add the definition of Craft House. This is the only language the Township is seeking to amend. Bomba noted that the language is not very thorough or comprehensive. Bomba pointed out other places in the ordinance language where the newly created use should be included; specifically Article 21, Section 21.02 Definitions and Article 10, Section 10.10A and 10.11 regarding specifics of conditional use requirements.

The Planning Department’s recommendation is to recommend that the Township Planning Commission consider the comments made by County Planning, prior to proceeding with the

adoption at the Board level, therefore, disapproving the Amendment and returning to the Township Planning Commission for additional work.

Kesseler moved to disapprove the proposed amendments submitted by Emmett Charter Township regarding crafting houses (CCPC# 9-16-01), supported by Sarah Kelly.

On a voice vote, Motion CARRIED.

B. Albion Township: PA 116 Application for Holloo Farms, LLC

Supporting documents for the above referenced application were distributed prior to the meeting. The application is for 120 acres of land located in Albion Township owned by Holloo Farms, LLC. This property is zoned and planned for by the Township as agriculture, and the County has classified the property as agriculture in the County Master Plan. The Planning Department is recommending approval of the application by the Michigan Department of Agriculture and Rural Development. There are no buildings presently on the property; however, Holloo Farms will add additional buildings for a dairy operation.

Lunger moved for approval of the PA 116 Application submitted by Holloo Farms, supported by VanSickle.

On a voice vote, Motion CARRIED.

10. Member Comments.

Bomba noted that the County is currently working on budgets. Kelli Scott added that the County's Board Chair and the Assistant County Administrator, Brad Wilcox, were requested to meet with representatives from Michigan DNR. Details from the meeting included providing attendees with information regarding what grant resources were available from the State, and also to inform members that the State does not own a large amount of land in Calhoun County that is available for public recreation (hunting, fishing, etc.). Michigan DNR is interested in working with the Planning Commission, in addition to the Economic Development Agencies to hold a Town Hall Meeting during the upcoming winter month to invite farmers, or anyone who has a large amount of land and who would be willing to grant easements, donate, or sell property to the State.

VanSickle noted the issue of a property owner donating property, but continuing to pay taxes if the land is granted for easement. Kelli added that a public forum would be an ideal setting to address additional concerns moving forward, and that experts would be needed to facilitate the meeting and address the public's questions and concerns.

11. Public Comments.

None

12. Announcements

The next Calhoun County Planning Commission Meeting is scheduled for October 24, 2016, at 4:00 p.m.

13. Adjournment

The meeting adjourned at 4:41 p.m.