



Calhoun County Planning Commission

August 28, 2023, at 4:00 p.m.

315 W. Green Street, Marshall, MI 49068

Garden Level Conference Room

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1. **The August 28, 2023, Calhoun County Planning Commission Meeting was called to order at 4:00PM by Secretary Ben Lark.**
 2. **Roll Call** – called by Teri Zadigian
Members present: Diane Thompson, Dan Livingston, Kelli Scott, Richard Porter, Ben Lark, and Jerry Johnson.
Members excused: John Sackrider and Aaron Haynes.
Staff in attendance: Jennifer Bomba, Community Development Director; Brittany Stein, Zoning Coordinator; Teri Zadigian, Administrative Assistant.
 3. **Approval of Agenda**
Moved by Member Thompson to approve August 28, 2023, Calhoun County Planning Commission agenda as presented, supported by Member Scott.
On a voice vote, **Motion CARRIED.**
 4. **Public Comments (limited to 3 minutes per participant)**
There were none.
 5. **Approval of June 26, 2023, Minutes**
Moved by Member Livingston to approve June 26, 2023, meeting minutes as presented, supported by Member Scott.
On a voice vote, **Motion CARRIED.**
 6. **Communication**
 - a. Any Communication to come before the Commission
There was none.
 7. **Old Business**
 - a. Any Old Business to come before the Commission
There was none.
 8. **New Business**
 - a. Any New Business to come before the Commission
There was none.
 9. **Township Planning & Zoning Coordination**
 - a. **8-23-01, Bedford Charter Township: Master Plan 2023**
Community Development staff, Jen Bomba summarized the Bedford Charter Township Master Plan update. The Bedford Charter Township Planning Commission, along with their planning consultant, has spent considerable time updating the Township Master Plan.

Overall, the Bedford Charter Township Master Plan is a comprehensive document that, when followed, will provide for organized and efficient growth while maintaining the existing rural and open spaces that the Township is known for. The newly defined “Extraction and Reclamation” land use category is unique and will allow the Township to focus attention in those areas identified as needing additional resources in order to be redeveloped for an improved future use. Additionally, the new “Enterprise” land use category recognizes the ability for commercial and low impact industrial uses to co-exist and create economic opportunities for the Township. The Action Plan prioritizes action items that will

bring the Township's vision into reality. A proposed update of the Township Zoning Ordinance will be the first step in creating policy that will implement the goals established in the Bedford Charter Township Master Plan.

Community Development staff believe that the Bedford Charter Township Master Plan is a thorough and well thought out document. The plan reflects the community's desire to attract new commercial business while preserving the rural character of the community. Community Development staff recommend for adoption of the Bedford Charter Township Master Plan by the Bedford Charter Township Board of Trustees.

Moved by Member Porter to recommend approval of the Bedford Charter Township Master Plan 2023, supported by Member Thompson.

On a voice vote, **Motion CARRIED.**

b. 8-23-02, Newton Township: Various Text Amendments

Community Development staff Brittany Stein presented a summary of the requested zoning text amendments to the Newton Township Zoning Ordinance. The Newton Township Planning Commission has been reviewing their Township Zoning Ordinance and has proposed various amendments to the language. While numerous changes are simple clean-up of text, a few proposed changes in land use policy include:

- the Agri-Business conditional use standards are updated to include regulations and provisions rather than simply defining what an Agri-Business may be;
- including County Drains into the Wetlands Conservation Overlay District; and
- adding a new section for Lighting Regulations within Article 6 Supplemental Regulations.

Community Development staff recommend for approval of the various updates to the Newton Township Zoning Ordinance as presented.

Moved by Member Thompson to recommend approval of the proposed text amendments to the Newton Township Newton Township Zoning Ordinance, supported by Member Porter.

On a voice vote, **Motion CARRIED.**

c. 8-23-03, Marengo Township: Text Amendment re: Self Storage Facilities

Ms. Stein summarized the proposed zoning text amendment to the self-storage facilities section of the Zoning Ordinance received from Marengo Township. The Marengo Township Planning Commission is proposing to add new language into their Township Zoning Ordinance to allow self-service storage facilities as a special land use in the Commercial and Industrial Zoning Districts. Community Development staff recommend that the Township consider establishing specific lot standards for self-service storage facilities including minimum lot size, setbacks, and lot coverage. Discussion regarding the maximum length of recreational vehicles and utility trailers be increased beyond 24 feet to include more makes/models. Therefore, Community Development staff recommend to the Marengo Township Board approval with comments of the proposed amendments which allow self-service storage facilities as a special land use in commercial and industrial zoning districts.

No formal action was taken.

d. 8-23-04, Clarence Township: PA 116 (Burkwalt Farms)

Staff member Stein summarized the PA 116 request for Burkwalt Farms in Clarence Township. The property is in Section 10 of Clarence Township. The application consists of approximately 40 acres total. The subject parcel is zoned by Clarence Township as Agricultural. The Clarence Township Future Land Use Plan classifies the property as Agriculture as does the Calhoun County Master Plan. The property owner has requested a 10-year contract for this application. Community Development staff believe that the Application for Farmland Agreement submitted by Thomas and Christine Burkwalt is valid and recommends for approval by the Michigan Department of Agriculture and Rural Development.

Moved by Member Scott to recommend approval of the Farmland Preservation Agreement (PA 116) submitted by Thomas and Christine Burkwalt, supported by Member Thompson.

On a voice vote, **Motion CARRIED.**

e. 8-23-05, Clarence Township: PA 116 (White Diamond Ranch)

Ms. Stein presented a second application for Farmland Preservation Agreement (PA 116) by Thomas and Christine Burkwalt. The property is located in Section 28 of Clarence Township. The application consists of approximately 159 acres total. The subject parcel is zoned by Clarence Township as Agricultural. The Clarence Township Future Land

Use Plan classifies the property as Agriculture as does the Calhoun County Master Plan. The property owner has requested a 15-year contract for this application. Community Development staff believe that the Application for Farmland Agreement submitted by Thomas and Christine Burkwalter is valid and recommends for approval by the Michigan Department of Agriculture and Rural Development.

Moved by Member Thompson to recommend approval of the application for Farmland Preservation Agreement (PA 116) submitted by Thomas and Christine Burkwalter, supported by Member Porter.
On a voice vote, **Motion CARRIED.**

f. 8-23-06, Pennfield Charter Township: ZTA – Zoning Ordinance

Pennfield Charter Township has spent the last 18 months working to draft a new zoning ordinance. Because the County provides planning and zoning administration to Pennfield Charter Township through a contractual agreement, it has been recommended by county legal counsel that staff present the item for review as information only and that no action be taken to avoid a conflict of interest. The Michigan Planning Enabling Act allows this waiver of review. Ms. Stein and Ms. Bomba shared highlights of the document noting where the most significant changes are proposed; for example, keeping of animals, accessory structures, and the combining of the low and medium density residential districts into one district with a single set of regulations.

Moved by Member Livingston to waive formal review of the draft Pennfield Charter Township Zoning Ordinance, supported by Member Porter.
On a voice vote, **Motion CARRIED.**

g. Any other Planning & Zoning Coordination to come before the Commission

There was none.

10. Department Report

Ms. Bomba discussed the possibility of Calhoun County Community Development establishing a new contract to assist Fredonia Township with planning and zoning administration. Fredonia Township will present the proposed contract at their next board of trustee meeting. There is a lot of interest on short term rentals within rural communities, so we are looking into this further. Battery storage, associated with commercial solar, is also a new topic that we are following closely. We are considering grant funding sources to update the county plan as we have not incorporated the 2020 Census data into a new plan. Brittany Stein will be attending the Michigan Association of Planning Conference in Traverse City in October.

11. Member Comments

Member Livingston discussed issues with short term rental on lake front property.

12. Public Comments (limited to 3 minutes per participant)

There was none.

13. Announcements

The next Calhoun County Planning Commission meeting is scheduled for September 25, 2023, at 4:00 p.m.

14. Adjournment 5:11pm