

**FREMONT AREA JOINT PLANNING COMMITTEE
MEETING MINUTES**

**Monday, July 10, 2006
6:00 – 8:30 PM
Sheridan Charter Township Hall**

- Members Present:** Dayton Township: Barbara Popp, Board Member
Dayton Township: Vern Staley, Planning Commissioner
Dayton Township: Chuck Witteveen, 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: Jack Taylor, Planning Commissioner
Sheridan Charter Township: Jeff Wharton, Planning Commissioner
Sherman Township: Fran Derks, Board Member
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:** Dayton Township: Shirley Hooker, Supervisor
Sherman Township: Joan Obits, Supervisor
Sherman Township: Randy Paulson, Planning Commissioner
Sherman Township: Warren Stroven, Planning Commissioner
Sherman Township: Roman Miller, Zoning Administrator
City of Fremont: Peg May, Planning Commissioner
- Alternates Present:** Sheridan Charter Township: Jennifer Christensen, Board Member (arrived at 7:00 p.m.)
- Alternates Absent:** Sheridan Charter Township: Sandy Vandenberg, Planning Commissioner
- Others Present:** City of Fremont: Chris Yonker, Fremont City Manager
City of Fremont: Michele Ribant, Director of Neighborhood & Economic Development
- Facilitator Present:** Land Information Access Association (LIAA): Joe VanderMeulen, Executive Director

Call to Order & Welcome

The Committee dined together at 6:00 p.m. directly before the business meeting.

The business meeting was called to order at 6:48 p.m. Chuck Witteveen welcomed the Committee and then thanked Joe VanderMeulen for the wonderful dinner he provided for the Fremont Area Joint Planning Committee.

Review & Approval of Minutes

A motion was made by Dave Lue, seconded by Richard Rought and carried to approve the minutes from the June 26, 2006 Fremont Area Joint Planning Committee meeting.

Discussion on the Fremont Community Joint Planning Agreement and the Ordinance to Establish a Joint Planning Commission

Chair Witteveen indicated that the Fremont City Attorney reviewed the Agreement Establishing the Fremont Community Joint Planning Commission and the Ordinance that establishes the Joint Planning Commission, and he had a few changes to the documents. Michele Ribant provided the Committee with updated documents and proceeded to outline the changes.

Michele Ribant indicated that there were no real substantive changes to the documents; the changes were more for clarification purposes. With regard to the Agreement, she reported that the last sentence of the provision on education requirements was revised to read as follows:

“If a commissioner does not fulfill this requirement, such shall be deemed neglect of duty and the member subject to removal, except in the event funding is not provided such requirement need not be met and same in such circumstances shall not be deemed neglect of duty.”

Michele Ribant reported that she needs to revise the Agreement to include updated addresses for the Dayton Township office and the Sheridan Charter Township office.

With regard to the Ordinance Establishing the Joint Planning Commission, Michele Ribant indicated that the only change made was to the Saving Clause, which was revised to read as follows:

“The adoption of this Ordinance by the City of Fremont shall not be deemed to vacate the appointments, duties, responsibilities and operation of the Fremont Planning Commission under statute and law pertaining to home rule cities currently in effect or as amended until such time as a Joint Master Plan is approved and a Joint Zoning Ordinance is adopted by all of the legislative bodies of the participating municipalities who are party to the Fremont Community Joint Planning Agreement.”

Michele Ribant informed the Committee that in the next week Fremont’s City Attorney will be doing a final review of the documents. She told the Committee that if the Townships want to use the Ordinance the City developed in order to establish a Joint Planning Commission, they may do so, but the Ordinance has to be tailored to the Townships. She then went on to recommend that the Townships have their Attorney review the documents and that they follow their normal review procedures for these types of documents.

Public Forum on the Benefits of Joint Planning

The public forum portion of the meeting began at 7:00 PM.

Chuck Witteveen welcomed the community and then proceeded to give a history on the joint planning efforts of Dayton, Sheridan Charter, and Sherman Townships and the City of Fremont. Joe VanderMeulen followed by giving a power-point presentation on the Benefits of Joint Planning. The presentation addressed the following topics:

- Role of *Partnership for Change* in the Fremont Community’s Joint Planning Efforts
- Benefits in Cooperative Planning
- Understanding the Barriers to Cooperation
- Differences in Land Use in the Area from 1952 to 2003
- Examples of Community-wide challenges
- Explanation of the four (4) Phases of the Planning Project
- Summary of the Agreement

- Transition Period
- Budgets

After the presentations, Chair Witteveen opened up the meeting for questions and answers. Questions on the following topics were posed and answered:

- Representation on the proposed Commission
- Budget impact of Joint Planning
- Withdrawal procedures in the Agreement
- The ability of one zoning officer to handle the work load
- Size of the proposed Planning Commission compared to the current sizes of the 4 respective Planning Commissions
- Having local officials vote on the adoption of the Agreement rather than the citizens at-large

Chuck Witteveen thanked the community members for attending, and closed the public forum portion of the meeting at 8:30 p.m. There were ten community members in attendance at the public forum.

The Fremont Area Joint Planning Committee meeting continued at 8:37 PM after a short break.

Discussion on Feedback provided at the Public Forum Portion of the Meeting

The Committee discussed the points made during the public forum. Appreciation was expressed that the public took the time to come to the forum and to ask questions.

Discussion on the Fremont Community Joint Planning Agreement

After some discussion, Jeff Wharton made a motion to approve the Agreement Establishing the Fremont Community Joint Planning Commission, which will include the address updates for the Dayton Township Office and the Sheridan Charter Township Office, Jennifer Christensen seconded the motion, and the motion carried.

Absentee votes in favor of the adoption of the Agreement were provided by Shirley Hooker, Dayton Township Supervisor and Joan Obits, Sherman Township Supervisor. The Agreement was adopted unanimously.

After some discussion, a motion was made by Dave Lue, seconded by Chuck Whitman, and carried that based on the approval of the Agreement Establishing the Fremont Community Joint Planning Commission, the Fremont Area Joint Planning Committee is recommending that all governmental bodies party to the Agreement have their legislative bodies vote on the adoption of an ordinance which establishes the Fremont Community Joint Planning Commission as outlined in the Agreement.

It was decided that the respective governmental units would be voting on a pertinent Ordinance at an upcoming meeting before the next Fremont Area Joint Planning Committee meeting, which will be held in September. The results of the vote of each participating governmental unit should be reported to Michele Ribant, so she, in turn, may inform the entire Committee.

Next Step

At the September Fremont Area Joint Planning Committee meeting, the Committee will discuss the results of the votes by the respective boards/council with regard to the creation of a Joint Planning Commission. Decisions on how to move forward will be made at that meeting.

Next Meeting

Monday, September 11, 2006
5:00 PM – 6:30 PM
Dayton Township Hall

Adjournment

There being no further business, the meeting adjourned at 8:57 PM.