

**Fremont Community Joint Planning Commission
Meeting Minutes**

**Monday, April 28, 2008
5:00 p.m. – 6:30 p.m.
Fremont City Hall**

Members Present: Sheridan Township: Don Potter
Sheridan Township: Tom Karnemaat
Sheridan Township: Jack Taylor (Chair)
Sheridan Township: Jeff Wharton
Dayton Township: Kent Folkema
Dayton Township: Chuck Whitman
Dayton Township: Shirley Hooker
City of Fremont: Jim Sloan
City of Fremont: Jim Breinling
City of Fremont: Don Henry
City of Fremont: Peg May

Members Absent: City of Fremont: Lon Vredeveld

Others Present: Dayton/Sheridan Townships: Peter Lance
City of Fremont: Michele Ribant
Recording Secretary: Kathy Vaida

Presenters: Land Info. Access Assoc.: Heather Seyfarth

Call to Order and Opening Remarks

Meeting of the Commission was called to order at 5:02 p.m. by Chair Jack Taylor. The Commission was introduced to Jim Sloan, a new Commission Member representing the City of Fremont.

Review and Approval of Agenda

Michele Ribant requested that Finalizing the Future Land Use Map under Item #8 be postponed until the next meeting. Approval was made by Shirley Hooker, seconded by Tom Karnemaat and carried to approve the April 28, 2008 agenda with the revision.

Review and Approval of Minutes

Approval was made by Jim Breinling, seconded by Don Henry and carried to approve the minutes of the March 24, 2008 meeting.

Public Comment

There were no members of the public present; therefore, there was no public comment.

Old Business

There was no old business to discuss.

Discuss 2008/2009 Proposed Budget

Jack Taylor suggested that line item for professional services be increased by \$1,200.00 to apply to meetings attended by Peter Lance, the Township Zoning Administrator, and Michele Ribant, the City's Zoning Administrator. Michele Ribant explained that she is not eligible for payment for attendance to the FCJPC meeting due to her employment at the City. After some discussion, it was suggested that professional services line item be increased by only \$600.00 to cover payment for meeting attendance for Peter Lance of \$50.00 per meeting.

A motion was made by Jeff Wharton, seconded by Jim Breinling and carried to approve a \$600.00 increase in the Professional Services (801.268) line item so that the line item would total \$10,640.00 for FY 08/09.

A motion was made by Tom Karnemaat, seconded by Jim Breinling and carried to amend the language in the FY 08/09 FCJPC budget to make it clear that the \$5,000.00 earmarked for attorney's fees under Professional and Contract Services can also be used to cover compensation to the Township Zoning Administrator for services related to joint planning.

A motion was made by Chuck Whitman, seconded by Tom Karnemaat and carried to recommend approval of the 2008/2009 proposed FCJPC budget with the aforementioned changes to the Dayton Board, the Sheridan Charter Board and the Fremont City Council.

Discussion on Joint Zoning Code

Chair Taylor indicated that based on feedback from Sheridan Charter Township, he felt that an RFP process should take place to find a consultant for the FCJPC to work with on the creation of a Joint Zoning Ordinance between Dayton and Sheridan Charter Townships and the City of Fremont. He also said that before we work with any consultant on the Joint Zoning Ordinance, he felt it would be beneficial for all if we could educate each other on the zoning ordinances the three municipalities have now. The thought was expressed that working with a planning firm after the FCJPC educates each other on the various Codes would be beneficial because these firms understand best practices and are up-to-date on planning issues.

Comprehensive Plan Revision

Review portion of the Draft Comprehensive Plan

- Heather Seyfarth distributed a draft of the designs and graphics for the Comprehensive Plan.
- Each page will have a nice picture of the community.
- Will have a lot of touch and feel to public - not just print.
- Will include quotes.
- Lots of graphs and easy to understand.
- Committee liked the colors and cover. Suggestions were made to include representation on the cover of the different areas we work on. Keep all areas of the cover the same colors with just borders of the townships.
- List existing conditions.
- Explanations of what steps were taken.
- Revised maps.
- Heavy card stock for cover.
- Interior – page 5 change parking lot picture.

Review Timeline for Completion of the Comprehensive Plan Project

Heather Seyfarth indicated that we should be able to finalize the Land Use Map in May. The next public meeting could possibly take place in June. In July and August the public feedback would be reviewed. August and September is the goal for a more formal public hearing to take place. It was noted that the public is allowed to come forward and speak at the public hearing. It was also suggested that the city council, township boards and school board members should be invited to the public hearing.

Heather Seyfarth handed out a draft Joint Comprehensive Plan text for members to read for content. A yellow homework sheet was also included for members to add, revise information and make suggestions. The document asks for a return date of May 12 but due to the next commission meeting being held on May 12, Ms. Seyfarth asked that the homework be returned to her by May 5th, so it can be reviewed at the May 12, 2008 FCJPC meeting.

Discussion on whether LIAA should pursue Grant Funding to do Farmland Preservation Research for the FCJPC

LIAA has proposed to communicate with the Fremont Foundation about funding farmland preservation research. This would entail interviewing local farmers and collecting their perspectives. Joe VanderMeulen would take care of the grant paperwork at no fee for the Commission. Heather will let the Commission know if the Foundation would require a match from the Commission. The Commission would like to proceed on this.

Educational Opportunity

Shirley will get information to all commissioners including Sherman and Garfield Townships.

- New Michigan Planning Enabling Act
- Updated Michigan Zoning Enabling Act

When: Wednesday, June 18, 2008 (6:00 p.m. – 8:30 p.m.)

Where: To be held at Sheridan Charter Township Hall

Who is Invited: Officials from Dayton, Sheridan Charter, Sherman and Garfield Townships and the City of Fremont are invited

New Business

There was no new business to discuss.

Commissioner's Discussion

- Jeff Wharton found that the commission members' personal information is on the www.fremontcooperativeplans.org website. Not sure how it got there. Heather Seyfarth will look into this.
- Jim Breinling updated the commission on the high school plans.

Staff Information

There was no staff information to discuss.

Next Meeting Date

The next meeting will be held Monday, May 12, 2008 at the Sheridan Charter Township offices from 5:00 p.m. – 6:30 p.m.

Adjournment

A motion was made by Chuck Whitman, seconded by Jim Breinling and carried to adjourn the meeting. Meeting adjourned at 7:05 p.m.