

# Fremont Area Joint Planning Committee Meeting Minutes

Monday, February 14, 2005

4:30 PM – 6:00 PM

Fremont City Hall

Council Chambers

**Members Present:** Dayton Township: Chuck Witteveen, Planning Commissioner  
Dayton Township: Bill Kunnen, Planning Commissioner

**Members Absent:** City of Fremont: Chuck Whitman, Planning Commissioner  
City of Fremont: Robert Goscicki, Planning Commissioner  
Sheridan Township: Jack Taylor, Planning Commissioner  
Sheridan Township: Bernard Church, Planning Commissioner

**Other Officials Present:** Bob Sullivan Sherman Township Planning Chairman  
Rob Kinniburgh Garfield Township Trustee  
George Suchy, Jr. Garfield Township Supervisor  
Peter Lance Sheridan/Dayton Township Zoning Administrator  
Dave Lue Sheridan Township Supervisor  
James Rynberg Fremont Mayor  
James Breinling Fremont Mayor Pro-tem  
Richard Rought Fremont City Zoning Administrator  
Michele Ribant Fremont City Director of Neighborhood and Economic  
Development

**Others Present:** Kurt Lowdermilk Re-Max Realty

**I. Call to Order.** Chair Chuck Witteveen called the meeting to order at 4:32 PM.

## **II. Approval of Minutes**

The minutes from the Thursday, January 20, 2005 Fremont Area Joint Planning Committee were not approved because there was no quorum. At the next meeting, the minutes from the last two meetings must be voted on for approval.

## **III. Discussion on Joint Planning for the Fremont Community**

Chair Witteveen led the discussion on how the City and the Townships in the Fremont community can work together to establish a Joint Planning Commission in order to conduct planning activities; this would be in keeping with the new Joint Municipal Planning Act that has been adopted by Michigan's legislature.

Various views were expressed in terms of what boundaries should be a part of a joint planning jurisdiction for the Fremont community, if a joint planning commission were to be established. There were representatives from the City and each township (Garfield, Sheridan, Sherman and Dayton) present. Although each municipality in the Fremont community may not want to be a part of a formal agreement that may be established, each Township and the City were at least interested in learning more about how the process would work and what would be required of each entity if they were to participate in a Joint Planning Commission.

Chair Witteveen shared with the Committee the research he had conducted with the Land Information Access Association (LIAA). He indicated that he spoke with Mr. Joe VanderMeulen, LIAA's Executive Director, and that VanderMeulen indicated that there are grant opportunities available through the *Partnerships for Change* Program promulgated by LIAA, the Michigan Municipal League (MML), the Michigan Townships Association (MTA) and the Michigan Society of Planning (MSP). Chair Witteveen informed the Committee that the next deadline for grant applications is May 2, 2005.

The Chair explained that LIAA on behalf of the *Partnerships for Change* program can provide a broad range of professional planning and technical support services to cities and townships that want to work toward establishing multi-jurisdictional partnerships that are in keeping with the intent of the Joint Municipal Planning Act. Mr. Witteveen went on to explain the three different levels of project assistance provided by LIAA. He indicated that the following three levels could be considered by the Committee:

**Level One Projects**

Estimated Time Required: 6 – 9 months  
Estimated Total Cost: \$17,500 - \$25,000 (including 20% local match)

**Level Two Projects**

Estimated Time Required: 9 – 12 months  
Estimated Total Cost: \$30,000 - \$45,000 (including 20% local match)

**Level Three Projects**

Estimated Time Required: 12 – 18 months  
Estimated Total Cost: \$45,000 - \$65,000 (including 20% local match)

Chair Witteveen indicated that he would follow up with Joe VanderMeulen of LIAA to get a better sense of under which project level our joint planning efforts would most likely fall. While there was no consensus or vote in terms of which specific planning activities the Townships and the City would like to work together on, if any, there was a sense that all five entities wanted to move forward and explore the possibilities.

The group requested Mr. Witteveen speak with Mr. VanderMeulen about establishing a Joint Planning Commission to handle site plan reviews between the City and possibly two to four Townships. It was also pointed out that in the next couple of years the Joint Comprehensive Development and Growth Management Plan ("Plan") would have to be revised. Those present felt that perhaps we could use LIAA's assistance in updating this document, with the update going as far as to include Garfield and Sherman Townships. Ms. Ribant offered to assist the chair in his research efforts.

Mr. Witteveen told the Committee he would invite Joe VanderMeulen to the next Joint Planning Committee meeting on March 14 to explain the assistance LIAA could provide and the possibilities in terms of how the Fremont community could structure a Joint Planning Commission. For example, VanderMeulen could discuss whether a Joint Planning Commission could be established as an advisory Commission or whether it would be an official government body.

Chair Witteveen suggested that the Committee and any Township or City official who was interested in learning more about the assistance that LIAA could provide should review the *Partnerships for Change* website at [www.partnershipsforchange.cc](http://www.partnershipsforchange.cc).

**IV. City of Fremont's Selection of Consultant for Zoning Ordinance Comprehensive Amendment – FAJPC Volunteers Needed to Serve on Selection Committee**

Richard Rought explained that the City intends to update its Zoning Ordinance this year and that Requests for Proposals (RFP's) were sent to eleven planning consulting firms in Michigan. He indicated that the City is establishing a Selection Committee to interview the planning consultants that respond to the RFP and whom staff has determined should be interviewed based upon their submittal.

Mr. Rought indicated that the City would like one or two representatives from the Joint Planning Committee to serve on the Selection Committee. He also indicated that the Committee is to meet one time only on Tuesday, March 15 for a half day, which will most likely be in the afternoon. Chair Witteveen and Dave Lue volunteered to serve on the Selection Committee.

**V. Discussion on the Development in Dayton Township of the Commercial Property on the NW corner of Green and 48<sup>th</sup> Street.**

The Committee discussed a proposed development in Dayton Township on the northwest corner of Green Avenue and 48<sup>th</sup> Street. The Chair indicated that a developer has begun preliminary discussions with the Township regarding the development of the 40-acre site. He noted that the property would have to be rezoned from C-2 to C-1 to allow the proposed development.

Discussions regarding the proposal followed. It was strongly recommended that instead of developing this "greenfield" parcel that the developer give consideration to re-developing the space vacated by Wal-Mart and D & W. It was also suggested that the City consider providing some incentives for infill development. One official indicated that the Fremont community is not against growth, but we want "Smart Growth". Views were expressed by many in the room, but no decisions were made as to how to guide the proposed development.

**VI. Other Business**

There was no additional business to come before the Committee.

**VII. Next Meeting**

The next meeting of the Joint Area Planning Committee will be on Monday, March 14, 2005 from 4:45 PM – 6:00 PM in the City Council Chambers of City Hall.

**VIII. Adjournment**

The meeting adjourned at 6:00 PM.

Respectfully submitted,  
Richard Rought  
Acting Secretary