

**Village of Lake Isabella
Planning Commission
August 11, 1998**

LIPOA Office

- I. Call to Order. Steve Grenus was sworn in by Mary Swanson.
Members Present: Jack Walker, Steve Grenus, David Hardenbaugh,
Diana Hines, Larry Sheets, Scott Wilcox, Mary Swanson.
Members Absent: None.
- II. The introduction of each new member was given.
- III. Steve Grenus was elected as Vice-Chair and Diana Hinds as Recording Secretary.
- IV. Discussion of Goals and duties were as follows.
 - A. Bi-laws for the Commission to be studied by Jack Walker, Chairman
 - B. Commission meeting minutes are to be given to the Village office for record, and a copy given to the Chairman.
 - C. Recording the Commission Meeting minutes was discussed. Ed Spayd indicated that he had a recorder we could use. In the future, minutes will be recorded.
 - D. A regular meeting time was discussed. It was agreed that the regular Commission meeting will be held on the second Tuesday of each month at 7:00 p.m. at the LIPOA office. Special meetings will be posted in accordance with the Open Meetings Act. Site Reviews will be handed out before the scheduled meetings in order to give each member an opportunity to physically review the sites proposed.
 - E. August 17, 1998 is the date set for a Work Shop Meeting for the Planning Commission, the Zoning Board of Appeals, and the Village Council. Doug Pickett, Director of Planning for Rowe Engineering will make the presentation.
 - F. The development of a Master Plan was discussed. It is anticipated that additional meetings will be necessary as this is being developed.

- G. Zoning Ordinance. Each member was asked to go through the ordinance to get a better understanding of some of the responsibilities of the Planning Commission.
- H. Ed Spayd passed out copies of the Site Review and Special Use Application, the Rezoning Request Form, and a copy of current fees. It was noted that we can make recommendations to the Village Council, relative to fees, but that we can not change the amount of the fees.

V. Public Comment.

Ross brothers wanted to know The Village of Lake Isabella's boundary lines. The Village boundary map was shown to them and it was noted that the dark black lines were the boundary line of the Village of Lake Isabella.

VI. New Business

- A. The Commission discussed an amendment to Article XIX subsection 19.06 of the Village Zoning Ordinance referred by the Village Council. After discussion, Larry Sheets moved, seconded by David Hardenbaugh that the Zoning Amendment 98-1 be adopted as follows:

- *Article XIX, Change Subsection 19.06 "Violations and Penalties", as follows:*
- *Delete paragraph 19.06 (1) in its entirety and replace with the following:*
Municipal Civil Infraction: *Any Owner, agent, contractor, lessor or occupant of the premise or building where a violation of the provisions of this Ordinance has been committed or exists shall be held responsible for a municipal civil Infraction and prosecuted in accordance with the Municipal Civil Infractions Ordinance. The fine for a violation of a municipal civil infraction under this ordinance shall be \$50; the second violation, \$100; and the third or subsequent violation within any one calendar year, \$250. In addition, the Village shall be reimbursed for any costs incurred by the Village in causing any work to be performed which the respondent has failed to perform. Each day that a violation is permitted to exist shall constitute a separate offense.*

Motion carried unanimously.

A public hearing on the amendment was tentatively scheduled for Tuesday September 8, 1998.

- B. Mr. Al Wilcox, Wilcox Excavation, presented a revision to their previously approved Site Plan. The proposed revision is to add office space that will wrap around the S.W. corner of their building. After discussion, it was moved by David Hardenbaugh,

seconded by Steve Grenus to approve the revision with no additional fee required.

Motion carried with Scott Wilcox abstaining.

- C. The need for speed signs on Coldwater Road was discussed. After discussion it was determined that this should be an item for later consideration.
- D. The need for a sign ordinance was discussed. After discussion, Larry Sheets agreed to gather information for discussion at the next regular Commission meeting.
- E. There was discussion of various fees set by the Village Council. After discussion, it was determined that the current Special Land Use Permit fee of \$50.00 was inadequate to cover the administrative costs.

Motion made by Steve Grenus, seconded by David Hardenburgh to recommend that The Village Council increase the Special Land Use Permit fee from \$50.00 to \$75.00. Motion carried unanimously.

- F. It was recommended that in accordance with Article V., subsection 5.03 of the Village Zoning Ordinance 98.1, an "Official Zoning map of the Village of lake Isabella" be prepared and signed.
- G. It was recommended that Funneling Requirements as provided for in Article XII, subsection 12.03 of the Village Zoning Ordinance be placed on the next Commission meeting agenda for discussion

There being no further business, meeting was adjourned at 8:45 P.M.

Minutes submitted to:

Ed Sapyd
Jack Walker, Chairman

By: Recording Secretary, Diana Hines

**Village of Lake Isabella
Planning Commission
September 24, 1998**

LIPOA Office

I. Call to Order.

Members Present: Jack Walker, Steve Grenus, David Hardenburgh, Diana Hines, Larry Sheets, Scott Wilcox, Mary Swanson.

Members Absent: None.

II. Approval of Minutes

The minutes of the September 24, 1998 meeting were reviewed. The minutes were amended to correct the name of David Hardenburgh. The minutes were approved as amended.

III. Chairman's Report

Chairman Walker deferred his report until the Agenda.

IV. Public Comment.

A. Ed Van Atten expressed concern over the lack of uniformity in fences in the Village. After discussion, Larry Sheets moved, seconded by Mary Swanson, that a study be undertaken and placed on the agenda for a future meeting. Larry Sheets volunteered to undertake the study. Motion passed.

B. Concerns were expressed regarding the decision not to lower the Lake this Winter. It was explained that this was an LIPOA decision and that it should be presented to that body at their next meeting.

V. Public Hearing

The Commission opened a public hearing on Zoning Amendment 98-1. There being no comment, a motion was made to refer ZA 98-1 to the Village Council with recommendation for adoption. Motion passed.

VI. Agenda

A. There was discussion regarding the development of a Master Plan for the Village. After discussion, it was agreed that some type of professional assistance, either from a group such as Rowe Engineering or the Michigan Municipal League would be desirable in preparing such a plan.

B. Chairman Walker indicated that the Village Council approved the Planning Commission recommendation to increase the Special Use Permit fee.

C. There was a discussion of the need for a new sign ordinance. Larry Sheets presented 3 separate sign ordinances from other communities. It was felt that more information was necessary before any changes were made to the current ordinance.

D. There was a discussion regarding Article XII, Sub. 12.03, Funneling Requirements. It was felt that caution should be taken before any changes are made to that Subsection.

VII. Old Business

None

VIII. New Business

A. There was a discussion regarding rezoning the NW 1/4 of the NW 1/4 of Section 1 - Broomfield Township, from the current Agricultural classification to a Commercial classification. After discussion it was moved by David Hardenburgh, seconded by Steve Grenus to set a time at the next meeting to hold a Public Hearing for purposes of making this change in classification. Motion passed with 1 Nay.

B. There was discussion regarding a change to the zoning classification of the current property known as Airpark from the current Lakes Area Residential 1 (LR-1) to a new Aviation District classification which it was felt would better fit the needs of those property owners. Moved by Larry Sheets, seconded by David Hardenburgh to set a time at the next meeting to hold a Public Hearing (providing that Rowe Engineering prepares the necessary information) for the purpose of establishing this new classification.

C. It was indicated that Clouse Plumbing would probably be submitting a Site Plan Review for consideration at the next meeting.

IX. Public Comment

None

X. There being no further business, the meeting was adjourned at 9:05 p.m.

Minutes submitted to:
Ed Spayd
Jack Walker, Chairman

By: Recording Secretary, Diana Hines

**Village of Lake Isabella
Planning Commission
October 13, 1998**

LIPOA Office

I. Call to Order.

The meeting was called to order at 7:00 P.M.

Members Present: Jack Walker, Steve Grenus, David Hardenburgh, Diana Hines, Larry Sheets, Scott Wilcox, Mary Swanson.

Members Absent: None.

II. Approval of Minutes

The minutes of the October 13, 1998 meeting were reviewed. After review, motion made and seconded to approve the minutes as submitted. Motion carried.

III. Chairman's Report

Chairman Walker reported that the Village council adopted ZA 98-1 as recommended. The amendment becomes effective on October 14, 1998.

IV. Public Comment.

Elmer Ledbetter presented an aviation report to the Commission. His presentation included the current zoning in the Air Park and many of the regulations currently in effect. He indicated support of the proposed Airpark Plat rezoning scheduled for a hearing in November.

V. Agenda

A. Tony Clouse submitted a Site Plan Review for construction of a building to be used for storage of agricultural feed and seed products. After review of the site plan and discussion with Mr. Clouse, motion was made and seconded to approve the site plan for the stated use. Motion carried.

B. Motion made and seconded to hold a Public Hearing on Tuesday, November 10, 1998 to consider a change in the zoning ordinance (ZA98-2) to rezone two areas within the Village limits, and change the Village Zoning Map. The motion carried.

C. Larry Sheets passed out material relative to fence ordinances. Various alternatives were discussed and it was felt that the current

ordinance should be reviewed and changes made where necessary or desirable. No action was taken at this time.

D. There was a brief discussion on "Borrow Pits" and the time frames for the continuation of construction after the excavation of a basement or footings has been completed. It was agreed that further study and recommendation were necessary on this subject.

VI. Old Business

Larry Sheets requested additional discussion relative to the current sign ordinance and the sign ordinance information he provided to the Commission at the previous meeting. After discussion it was agreed that the current ordinance should be reviewed and clarified.

VII. New Business

None

VIII. Public Comment

None

IX. There being no further business, the meeting was adjourned at 9:05 p.m.

Minutes submitted to:
Ed Spayd
Jack Walker, Chairman

By: Recording Secretary, Diana Hines

**Village of Lake Isabella
Planning Commission
November 10, 1998**

LIPOA Office

I. Call to Order.

The meeting was called to order at 7:00 P.M.

Members Present: Jack Walker, Steve Grenus, David Hardenburgh, , Scott Wilcox, Mary Swanson.

Members Excused: Diana Hines, Larry Sheets

Others Present: Ed Spayd, Village Administrator

II. Approval of Minutes

The minutes of the October 13, 1998 meeting were reviewed. After review, motion made and seconded to approve the minutes as submitted. Motion carried.

III. Public Comment.

None.

IV. Public Hearing

Public hearing on zoning amendment - ZA 98-2
"See Attached"

V. Agenda

A. Mike Fiorillo Special Use Permit Inquiry -- Mr. Fiorillo, a Village resident made inquiry as to the possibility of obtaining a Special Use Permit to open a small gift shop in conjunction with his woodworking shop and residence on Coldwater Rd. There was considerable discussion and Mr. Fiorillo understands that no decision could be rendered until an official Special Use Permit Request is submitted.

B. Mr. Spayd passed out copies of the "Municipal Planning Act" (Act 285, P.A. of 1931) and the "City and Village Zoning Act" (Act 207, P.A. of 1921) for information and assistance.

C. Mr. Spayd discussed the possibility of a change in the regular meeting day and date for the Village Planning Commission from the 2nd Tuesday of the month to either the 1st or the 3rd Tuesday of each month. This will only occur only if the Village Council changes their regular meeting dates to the second Tuesday of the month if the Planning Commission is agreeable.

Motion made to change the Planning Commission regular meeting time from the 2nd Tuesday of each month to the 1st Tuesday if the Village council desires to change their regular meeting date. Motion carried.

VI. Old Business

A. Fences were again discussed in relation to setbacks, fire protection, privacy fences, etc. Mr. Spayd indicated that this is an issue that needs clarification and should be a subject for public discussion this Spring. No further action was taken at this time except David Hardenburgh will check to see if there are any fire protection regulations. This will be on the December agenda.

B. David Hardenburgh indicated, for information only, that the Broomfield Twp. Board was going to discuss the Broomfield Twp. Fire protection problem for the Village residents on Monday, November 16, 1998. After discussion members were encouraged to attend this meeting.

VII. New Business

A. Borrow-Pits - Mr. Spayd indicated that this a problem that the Planning Commission should address in the very near future. After discussion, it was agreed that some changes need to be made to the zoning ordinance to better regulate this area. It was agreed that this would be placed on the next meeting agenda to decide if we should hold a public hearing to make changes to tighten up the regulations on borrow pits.

VIII. Public Comment

None

IX. There being no further business, the meeting was adjourned at 8:45 p.m.

Minutes submitted to:
Ed Spayd
Jack Walker, Chairman

**Village of Lake Isabella
Planning Commission
Public Hearing
Zoning Amendment 98-2 (ZA 98-2)
November 10, 1998**

A Public Hearing was held on Tuesday, November 10, 1998 to consider a change in the Village of Lake Isabella Zoning Ordinance 98-1 to rezone two (2) areas within the Village limits and change the Official Village Zoning Map. The changes, public comment and recommendations are as follows:

- I. Change the following described land from (A-1) General Agricultural District to (C-1) General Commercial District:
"The N1/2 of the NW1/4 of Section 1., Broomfield Township, Isabella County, Michigan in the Village of lake Isabella."

Public Hearing Comment - None

- II. Change the following described land from (LR-1) Lakes Area Residential District to (AR-1) Airport Residential District and change the official Village Zoning Map to reflect this change:

"Lake Isabella Plat Airpark, a part of the W1/2 of Section 36, T15N, R6W, Sherman Township, Isabella County, Michigan in the Village of Lake Isabella."

Public Hearing Comment - One member of the public questioned whether a property owner could construct an airplane hangar and then use the facility for leased or rented storage space in a commercial manner. Mr. Spayd indicated that such a commercial use would violate the building and use restrictions. However, it was agreed that such a property owner could possibly allow another aircraft owner to use or rent available space if he/she desired.

There were no further public comments.

Motion

It was moved and seconded to recommend that the Village of Lake Isabella Council adopt Zoning Amendment 98-2 (ZA 98-2) in its entirety and change the official Village Zoning Map accordingly. Motion carried unanimously.

**Village of Lake Isabella
Planning Commission
December 8, 1998**

LIPOA Office

I. Call to Order.

The meeting was called to order at 7:11P.M.

Members Present: Jack Walker, Steve Grenus, Diana Hines,
David Hardenburgh, Larry Sheets, Scott Wilcox, Mary Swanson.

Others Present: Ed Spayd, Village Administrator, Ed Nurski,
Krista Karcher

II. Approval of Minutes

The minutes of the November 10, 1998 meeting were reviewed. After review, motion made and seconded to approve the minutes as submitted. Motion carried.

III. Chairman's Report.

Chairman Walker reported that the Village Council adopted Zoning Amendment 98-2 (ZA98-2) as submitted. A new Official Village Zoning Map will be prepared for signatures as required and the current zoning ordinance will be updated to reflect this change.

IV. Public Comment.

Mr. Ed Nurski, whose residence is on Sequoia Lane, discussed his desire of building an additional storage building to store recreational vehicles. He is interested in anything from 12x16 to 12x24 feet, whatever would meet the zoning ordinance. He indicated that he would like to erect this building, either permanent or temporary on one of his vacant adjoining lots but the zoning ordinance prohibits this,

Mr. Spayd also pointed out that Mr. Nurski's property already exceeds Article 3.02 (1.) (b.) of the zoning ordinance in that his current accessory building exceeds 60% of the square footage of the principal building.

After discussion, it was determined that this was a possible zoning ordinance change that the Commission, with the assistance of Mr. Spayd and Rowe Engineering, will have to review and determine if a change is necessary. This review will take place later this Spring.

V. Agenda

A. Fences - David Hardenburgh presented fence material from research he had done with other local units of government. After review, it was agreed that this was another possible area of change for the zoning ordinance and will be placed on the list.

B. Borrow Pits - Because we have experienced some problems in this area, Mr. Spayd indicated that this is another item that should be placed on the list for possible zoning ordinance change. Members agreed.

C. It was announced that the Village Council approved Jack Walker and Larry Sheets to attend a Michigan Municipal League program entitled "The Master Plan: The Need and the Know How". This program will be presented the evening of January 20, 1999 at the Comfort Inn in Mt. Pleasant.

VI. Old Business

A. Mr. Spayd updated the Commission on the status of the fire protection contract for the Village residents residing in Broomfield Township. As it stands now, Wheatland Township (Remus) has agreed to provide protection to Broomfield Township. Because of the travel time, this may cause some problems for residents, both in coverage and insurance rates.

VII. New Business

A. Larry Sheets suggested that some work sessions other than regular meetings should be scheduled to work on the many issues facing the Commission. It was agreed that "Zoning Ordinance Amendments" and "Planning Commission Work Sessions" would be placed on the January meeting agenda. Steve Grenus agreed to assist in arranging the future work sessions.

VIII. Public Comment

None

IX. Adjournment

There being no further business, the meeting was adjourned at 9:20 p.m.

Minutes submitted to:
Ed Spayd
Jack Walker, Chairman