

ISABELLA COUNTY  
PLANNING COMMISSION

May 13, 2021

An Electronic Meeting of the Isabella County Planning Commission was held on May 13, 2021 via Zoom on the above date.

Access to the meeting live on YouTube was provided by the following link:  
<https://www.youtube.com/channel/UCo1ShU1knsf51IgB16Ok-2A>

Access to the meeting via telephone was provided by the following instructions: Please call (312) 626-6799. When prompted for the "Meeting ID" enter "828 7387 3152" and the "#" sign. If prompted for a "Passcode" or "Participant ID" enter "#" sign. You will join the meeting with your audio muted and you will be able to hear the meeting participants live. Please note, the Meeting ID will change each meeting. Please see the meeting notice (posted on the Isabella County website) for current meeting's meeting ID.

MEMBERS PRESENT: Tim O'Neil, Kelly Bean, Steve Swaney, Ann Silker, Kyle Camp, Phillip Vogel, Jerry Neyer,

MEMBERS ABSENT: Bob Campbell, Adam Brookens

SUPPORT STAFF PRESENT: Timothy A. Nieporte, Community Development Director  
Ray Johnson, Planner/Zoning Administrator  
Kim Kennedy,

The meeting was called to order by Mr. Bean at 7:00 pm.

Mr. Bean made a statement stating that this meeting is being held electronical in compliance with the Open Meetings Act as Isabella County is currently operating under a local state of emergency as adopted by Resolution 20-12-03 by the Isabella County Board of Commissioners.

The Pledge of Allegiance was recited by the commission.

**ROLL CALL**

Mr. Bean requested the roll call.

Commissioner O'Neil – Present - Mt Pleasant, MI  
Commissioner Bean – Present – Vernon Township, MI  
Commissioner Swaney – Present – Mt Pleasant, MI  
Commissioner Silker – Present – Gilmore Township, MI  
Commissioner Camp – Present – Vernon Township, MI  
Commissioner Vogel – Present – Denver Township, MI  
Commissioner Neyer – Present – Lincoln Township, MI

## **APPROVAL OF AGENDA**

Mr. Bean requested that the agenda be approved with amendments.

A motion was made by Mr. Swaney supported by Mr. Neyer to approve the amended agenda.

Yes: Tim O'Neil, Kelly Bean, Steve Swaney, Ann Silker, Kyle Camp, Phillip Vogel, Jerry Neyer

No: None

Motion carried

## **PREVIOUS MINUTES**

Minutes of the April 8, 2021 organizational meeting were circulated to the Commission prior to the meeting for their review.

A motion was made by Mr. Camp supported by Mr. Neyer to approve the minutes.

Yes: Tim O'Neil, Kelly Bean, Steve Swaney, Ann Silker, Kyle Camp, Phillip Vogel, Jerry Neyer

No: None

Motion carried

## **LIAISON REPORTS**

Zoning Board of Appeals – Mr. Vogel reported that the board did not have a meeting.

Parks & Recreation – Mr. O'Neil reported that the Parks did not have a meeting.

Board of Commissioners – Mr. Swaney reported that the Board of Commissioners held their meeting and a vote was taken on a resolution to grant Commissioner Horton power to negotiate for the purchase of a parcel of land for the new Jail.

## **TOWNSHIP CONCERNS**

Mr. Bean announced that Township Concerns would be moved to the Public Hearing section of the meeting.

**PUBLIC COMMENT** – Mr. Johnson stated that Jackie Curtis contacted the office and all is good in Denver Township.

Mr. Johnson stated that no other public was in the meeting.

## Site Plan Review #21-06 – Private Road

Mr. Nieporte informed the board an application for a private road was received from Lon Marshall located at 9654 E. Jordan Rd. He stated a site plan was received which included a survey of the (3) parcels to be serviced by the proposed private road, and comments on the design criteria in the Zoning Ordinance Section 3.22. He also stated that a draft road maintenance agreement was submitted and will be filed with the County if private road is approved.

Mr. Nieporte stated that there are two dwellings on the 40-acre parcel and that the proposed new parcels are planned to be split in such a way that would result in each home being on a separate parcel. He indicated this would be in compliance with the ordinance and that the applicant also intends to develop a home on the third proposed parcel at some time in the future.

Mr. Nieporte stated, the private road is proposed to begin the south west corner of the existing property and proposed to terminate at the south east corner of Parcel B. He stated the applicant has designed the proposed private road to utilize an existing 12 ft wide driveway to serve as the road base within the required private road right of way. Mr. Nieporte noted the private road design standards in the Zoning Ordinance (Section 3.22 C. 2) requires the road surface be centered within the required right of way and that staff has communicated this requirement to the applicant and the applicant has indicated he comply with this requirement centering the road within the right of way.

Mr. Nieporte informed the commission that Mr. Marshall has been provided the proper form to provide a sworn statement as required by Section 3.22 B. 4. Certifying the road was constructed in accordance with the design standards. He stated that staff has included a recommended stipulation in the summary section of this report to require this sworn statement be received following construction of the private road.

Mr. Nieporte stated that staff has included a recommended stipulation requiring compliance with the house numbering ordinance and required signage in the summary section of this report and to work with the Road Commission on any upgrades needed to the unimproved E. Jordan Rd. public right of way.

Mr. Nieporte informed the board staff has reviewed the site plan and the proposed private road and determined it appears to meet all requirements of Section 3.22 with the inclusion of the recommended conditions below.

1. The applicant shall construct the traveled surface of the private road so that it is centered within the right of way.
2. The applicant shall provide a signed sworn statement certifying that the private road has been constructed in accordance with the requirements of the Isabella County Zoning Ordinance.

3. The applicant shall adhere to the Uniform House Numbering Ordinance for a private road names and install a stop sign, road name sign and private road sign in accordance with the Isabella County Zoning Ordinance.
4. The applicant shall work with and comply with any Road Commission requirements for the undeveloped public road right of way.

Mr. Bean called for a motion.

A motion was made by Mr. Swaney and seconded by Mr. O'Neil to approve Site Plan Review 21-06 (SPR#21-06) as submitted by Lon Marshall and shall be conditioned upon the following:

1. The applicant shall construct the traveled surface of the private road so that it is centered within the right of way.
2. The applicant shall provide a signed sworn statement certifying that the private road has been constructed in accordance with the requirements of the Isabella County Zoning Ordinance.
3. The applicant shall adhere to the Uniform House Numbering Ordinance for a private road names and install a stop sign, road name sign and private road sign in accordance with the Isabella County Zoning Ordinance.
4. The applicant shall work with and comply with any Road Commission requirements for the undeveloped public road right of way.

Chairman Bean called for a roll call vote on the motion

Commissioner Swaney – Yes  
Commissioner Bean – Yes  
Commissioner O'Neil – Yes  
Commissioner Neyer – Yes  
Commissioner Vogel – Yes  
Commissioner Silker – Yes  
Commissioner Camp – Yes

No: None

Motion carried

#### **Planning Commission By-Laws Update**

Mr. Nieporte informed the board that a subcommittee comprised of Mr. Neyer, Mrs. Silker and Mr. Brookens was formed. He stated that after review there was not any substantial changes to the by-laws; therefore, the subcommittee didn't meet via zoom. Mr. Nieporte stated that staff sent the recommended changes to the members via email and at this time, it appears the subcommittee is satisfied with the changes recommended by staff.

Mr. Nieporte reviewed the proposed changes.

Mr. Neyer questioned a hybrid style meeting and if that should be include in the bylaws.

Mr. Nieporte stated that dependent on State Law and the Open Meetings Act. He stated that if State law changes to approve a hybrid style meeting, then those changes would need to be made at that time to the by-laws.

Mr. Bean called for a motion.

A motion was made by Mr. Neyer supported by Mr. Vogel to approve changes to the bylaws.

Yes: Tim O'Neil, Kelly Bean, Steve Swaney, Ann Silker, Kyle Camp, Phillip Vogel, Jerry Neyer

No: None

Motion carried

### **Wise Township Letter of Intent – Master Plan**

Mr. Nieporte stated the office received a letter of intent from Wise Township. He indicated this letter is to inform the Planning Commission that Wise Township intends to develop a new Master Plan.

Mr. Nieporte stated that if there are no comments, staff will forward a letter back to Wise Township informing them that the Planning Commission has been notified has no comments at this time.

### **PA116 – Farmland Agreement – Pat and Marjorie Horan, Isabella Township**

Mr. Nieporte reported that a farmland agreement application was received from Patrick and Marjorie Horan. He informed the Commission that the application is for the Farmland and Open Space Preservation Program (PA116) in Section 5 of Isabella Township for 10 years. Mr. Nieporte stated that the property is currently being used for agricultural purposes and is zoned Restrictive Agricultural (AG-1) and planned as Agricultural Conservation (AC) by Isabella County.

Mr. Nieporte stated that the application is complete staff would forward a letter to the County Clerk informing them of the Planning Commission review.

**PUBLIC COMMENT** – The Host indicated that there are no public in attendance.

**STAFF COMMENTS** – None

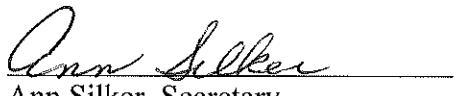
### **PLANNING COMMISSIONER'S COMMENTS –**

Mr. Camp asked what changes need to happen before we can hold in-person meetings.

Mr. Nieporte stated that the County is still operating under the local state of emergency and once changes have been made, he will update the board.

## **ADJOURNMENT**

Chairman Bean adjourned the meeting at 7:29 p.m.



Ann Silker  
Ann Silker, Secretary