

KMCPC Members:
Neil Sikora, Chair
Joseph Hohler III, Vice-Chair
Steven Cook, Secretary
John Gisler, Commissioner Liaison
Joel Amos
Vince Carahaly
Martin Janssen
Heather Ricketts
Jon Start
Vacancy 1
Vacancy 2

Minutes

Kalamazoo Metropolitan County Planning Commission (KMCPC) Meeting of Thursday, April 7, 2016

MEMBERS PRESENT: John Gisler, Steve Cook, Joseph Hohler III, Martin Janssen,
Heather Ricketts, Neil Sikora
MEMBERS EXCUSED: Joel Amos, Vince Carahaly, Jon Start, (and 2 Vacancies)
OTHERS PRESENT: Lotta Jarnefelt, Director of County Planning Dept.

I. Call to Order

Chair Sikora called the meeting to order at 7:02 pm in Room 207A at the Kalamazoo County Administration Building at 201 W. Kalamazoo Ave, Kalamazoo MI 49007.

II. Members Excused

Mr. Amos, Mr. Carahaly and Mr. Start were excused.

III. Approval of Agenda

Motion by Mr.Hohler, seconded by Ms. Ricketts to approve the agenda with changes, motion carried.

IV. Approval of Minutes

The Commission reviewed the minutes of the last regular meeting held on March 3, 2016. Motion by Mr.Hohler, seconded by Mr. Cook to approve the minutes, motion carried.

V. Citizens' time

No citizens were present.

VI. New Business

1. KMCPC term re-appointments: Mr. Amos and Mr.Cook

Mr. Amos and Mr. Cook were reappointed at the April 5 County Board meeting to 3-year terms ending 3/31/2019

2. Two KMCPC vacancies.

Three applicants have been interviewed to fill the two vacancies left after the resignation of Ms. Ammerman and Ms. Taylor. County Board is expected to appoint the two new members at the May 3 County Board meeting.

3. Election of officers: Chair, Vice-Chair and Secretary.

Ms. Jarnefelt reported that she had received an email from Mr. Carahaly which said that he is interested in becoming Vice-Chair, or Chair if Mr. Sikora wanted to step down, or the Secretary if nobody stepped up. All current officers were willing to continue, and after general discussion, Ms. Ricketts made a motion to re-elect the current officers Chair Sikora, Vice-Chair Hohler and Secretary Cook for another year. Motion carried.

4. Appointment of Parks Commission liaison.

The Chair asked if anybody was interested in serving as the liaison for the Parks Commission. None of the present members expressed interest, and it was noted that it would make sense to wait for the two KMCPCC vacancies to be filled before a liaison appointment was made. Mr. Hohler made a motion, seconded by Ms. Ricketts, to table the Park liaison to the next meeting. Motion carried.

5. Pavilion Twp, Sec 34: Notice of Proposed Railroad Positive Train Control (PTC) 180 ft Lattice Tower – Action Item

Ms. Jarnefelt presented a brief staff report about a proposed Positive Train Control Tower that is planned to be built in Pavilion Township. The letter from Golder Associates in Pewaukee, Wisconsin which was received by the Planning Department, including photos of a tower similar to the one being proposed, has been forwarded by Ms. Jarnefelt to the Pavilion Township Supervisor.

A staff review of the areas surrounding the tower location were found to have no adverse effects on historic properties. Ms. Ricketts made a motion, seconded by Mr. Hohler, to approve the staff report on the PTC. Motion carried.

Other Business/discussion

1. County Master Plan update.

KMCPCC members reviewed the draft RFP for a consultant for the County Master Plan process. Some minor adjustments were made. The Master Plan name was discussed, and an alternative to Master Plan should be considered for the final plan. The RFP will be published on April 8 on the County website under the Purchasing Department. The importance of keeping the township supervisors and the local planning commission members informed about the intent and objective of the County Master Plan was emphasized during discussion. The local planning commissions should be made aware that the County Master Plan is meant to be an inventory of existing plans, a reference for the local planning commissions and a helpful tool for them. The KMCPCC's role continues to be to review local plans and recommend potential edits, with no planning authority over the local planning commissions. Ms. Ricketts made a motion, seconded by Mr. Hohler, to approve the RFP for posting. Motion carried.

VII. Correspondence

Received:

1. Notice to prepare an update to the City of Battle Creek's Master Plan.
2. Replacement pages for Zoning Ordinance binder for Brady Township.

VIII. Other

1. Grant application submitted to Michigan Municipal Risk Management Authority (MMRA). The application requests reimbursement for KMCPC member Vince Carahaly's webinar training for Citizen Planner in 2015. Original cost of \$275 was covered by the Planning Department, 75% reimbursement was applied for.
2. Kalamazoo County Park & Recreation Master Plan 2016-2020 has been published. Parks Director David Rachowicz has offered to come and present the plan to the KMCPC at one of the meetings. Date TBD.
3. Response letters to the PA116 applications that were processed at the March KMCPC meeting were added to the April 7 meeting packet.

IX. Adjournment

The meeting was adjourned at 7:50 pm.

Respectfully submitted by L. Jarnefelt.
Next scheduled KMCPC Meeting is Thursday, May 5, 2016.