

# MINUTES BIG RAPIDS TOWNSHIP ZONING COMMISSION

**Tuesday, January 18, 2011 – 7:30 p.m.**

**Big Rapids Township Hall, 14212 Northland Drive, Big Rapids, MI 49307**

- I. **CALL TO ORDER:** Chairman Shane called the regular meeting of the Big Rapids Township Zoning Commission to order at 7:30 p.m.
- II. **ROLL CALL** \_\_Present: Jim Shane, Lisa Davidson, Gordon Oliver, Glenn Patrick and Mike Hults; Absent: Linda Osborn and Philip Keating. Also present: Maxine McClelland Zoning Administrator, Dave Hamelund Township Board member and Mae Emerson, Recording Secretary.
- III. **APPROVAL OF MINUTES:**
  1. Minutes – December 14, 2010  
The minutes of December 14, 2010 were accepted as presented, motion by M. Hults; second by L. Davidson; motion carried unanimously with five yeas: Jim Shane, Lisa Davidson, Gordon Oliver, Glenn Patrick and Mike Hults.
- IV. **PUBLIC COMMENT:** None.
- V. **PUBLIC HEARINGS:** None.
- VI. **SITE PLAN REVIEW:** None.
- VII. **CORRESPONDENCE:** None.
- VIII. **OTHER ITEMS FOR DISCUSSION:** None.
- IX. **UNFINISHED BUSINESS:**
  - 1 Zoning Commission Transition to Planning Commission  
Chairman Shane gave a brief history of the Planning and Zoning Enabling Acts, the combining of these acts and the requirement of having a Planning Commission with the powers to zone. The new act provides that a member of the Township Board be an ex officio member of the Planning Commission. The enabling act further provides for the appointment of alternate members on the Zoning Board of Appeals.  
  
Chairman Shane explained The Enabling Act requires adoption and regular updating of a Master Plan with a capital improvement plan and that an annual report be presented yearly to the Township Board. There is a deadline to make the transition of July 1, 2011 with a 63 day publication required prior to enactment.

The change will require the Township Board pass an ordinance creating the new Planning Commission with authority to zone.

Chairman Shane explained that the Zoning Commission has been working on this change for some time using the MTA Sample Ordinance as a model.

Dave Hamelund informed board members he was glad to see planning for the townships future.

**X. ADJOURNMENT:**

With no further business before the Board, the meeting was adjourned. The next meeting will be held February 15, 2011 at 7:30 p.m. at the Big Rapids Township Hall or at the call of the Chair. Meeting Adjourned 7:39 p.m.

Motion to approve the Zoning Commission Minutes of January, 18 2011 as submitted by ; seconded by ;

**ROLL CALL VOTE:**

\_\_\_\_\_, Chairman  
Jim Shane

February 15, 2011  
Date Approved