

Planning Advisory Board Meeting Minutes
Monday, January 26, 2004

Members Present

Chair Vivienne Armentrout, Janis Bobrin, Charles Gray, First Vice Chair Pat Kelly, Kathleen Knol, Heather Northway, Wesley Prater, Stephen Solowczuk

Members Absent:

Cathie Dries, Bill McFarlane (excused), David Rutledge, Mona Walz (excused), Second Vice Chair Anne Williams (excused)

Staff Present

Anthony VanDerworp, Director, Terry Brinkman, Mechelle Hardy, Jason Kaplan, Marshall Labadie

Call to Order and Roll Call

Chair Vivienne Armentrout called the meeting to order at 7:08 p.m. First Vice Chair Pat Kelly took roll call. There is a quorum.

Approval of Minutes

Approval of December 22, 2003 minutes was motioned for approval by Wesley Prater and supported by Stephen Solowczuk. There were no corrections or additions to the minutes. Motion carried.

Approval of Agenda

Armentrout asked for approval of the agenda. Prater motioned for approval, Solowczuk supported. Tony VanDerworp asked if the Ann Arbor Natural Features Plan Amendment could be moved up on the agenda. Motion carried.

Public Comment

No public comment.

Report of the Chair – Vivienne Armentrout

Chair Armentrout has two things to report out to the Planning Advisory Board. The first is that the Board of Commissioners passed a resolution updating all of the County's policies and ordinances to reflect the existence of this body instead of the Planning Commission. The second, the brochure of the Citizen's Planner Program has been published. VanDerworp confirmed that funding for the Planning Advisory Board will come out of the Department of Planning and Environment's budget. Please let Mechelle Hardy know if you plan to attend. If enough members plan to attend, there will be a group discount.

Report of the Director – Tony VanDerworp

VanDerworp passed out the results of the regional comments for the 2003 Winter Regional Public Workshops. The results are on the website.

The Department had a workshop with the Huron River Valley Chapter of the American Institute of Architects where we previewed the same presentation on growth and trends. The workshop focused on best practicing architects and planners, and as professionals, what might we do to better maintain our sense of place. Excellent meeting and results will be published on the web.

The Department sent letter to local units of government, inviting them to attend meetings and fill in the information that staff cannot answer relating to plan amendments.

The Board of Commissioners approved a resolution authorizing Washtenaw County's participation in Washtenaw Metro Alliance. Washtenaw Metro Alliance consists of Ann Arbor and surrounded communities. The Dexter Area Regional Team reconvened and is meeting again.

Scio Township unveiled its greenway plan and will update as progresses.

Election of Officers

Chair Armentrout mentioned how the nominating committee reported at the previous meeting. The recommended slate of officers are Patricia Kelly for Chair, Heather Northway for First Vice Chair, and Anne Williams for Second Vice Chair. No other nominations. Solowczuk motioned that nominations be closed for Pat Kelly as Chair, Prater supported. Motion carried.

Chair Kelly proceeded with the next slate. Heather Northway has been recommended for First Vice Chair. Janis Bobrin motioned that nominations be closed for Northway as First Vice Chair, Prater supported. Motion carried.

Chair Kelly then moved to the last slate. Anne Williams has been recommended for Second Vice Chair. Solowczuk motioned that nominations be closed and Williams as Second Vice Chair, Prater supported. Motion carried.

Bobrin thanked Armentrout for her service as Chair for the first year of the Planning Advisory Board.

Approval of Amended Bylaws (Nominating Committee Amendment)

Tony discussed the draft amended bylaws included with the packet. Bobrin motioned for approval of amended bylaws stating that nominating committee of three members shall be appointed by the Chair in October, Solowczuk supported. Motion carried.

Armentrout had an additional amendment indicating that the minutes shall be signed by Chair. Charles Gray motioned for the additional amended bylaws, Solowczuk supported. Roll call was taken. Yeas: 8. Nays: 0. Absent: 5 - Dries, McFarlane, Rutledge, Walz, Williams. Motion carried.

New Business

Ann Arbor Natural Features Plan Amendment

Jason Kaplan spoke regarding the City of Ann Arbor Natural Features Plan Amendment. Staff found the proposed plan to be consistent with goals, policies, and objectives of the local unit of governments' master plan. Kaplan also reviewed the staff analysis with the Natural Features Plan Amendment. Staff supports the proposal.

Karen Hart, Director of the City of Ann Arbor's Planning Department, spoke regarding their Natural Features Master Plan, explained how the Plan was originally drafted and that it's out for review with adjacent communities. Discussion ensued. VanDerworp proposed striking the last sentence of staff analysis, number two out. Armentrout motioned to recommend to the Board of Commissioners that they accept the staff report on the City of Ann Arbor's Natural Feature Master Plan, Bobrin supported. Motion carried.

Old Business – Agriculture Element

Terry Brinkman passed out supplemental information and gave a PowerPoint presentation on the Agriculture Element. Brinkman also explained the background data. A brief discussion ensued.

New Business

Bridgewater PA 116 Application

VanDerworp asked to move the Bridgewater Public Act 116 Application up on the agenda due to time limit. Brinkman previewed the Bridgewater Public Act 116, included with packet. Staff finds this application consistent with planning goals and policies on the local and county level and supports this application. Armentrout motioned to accept the staff report, Prater supported. Motion carried.

PDR Ordinance Revision

Marshall Labadie summarized the Revision Committee report and walked through the ordinance changes, test properties and combined what Brinkman presented within his presentation. Labadie explained what the committee was charged to do. All the changes within the ordinance were considered by Corporation Counsel and met legal qualifications. Labadie passed out a handout that referenced the PDR ordinance tested properties and their scoring criteria for the parcel location. Discussion ensued. Solowczuk motioned that the PDR Ordinance be tabled for the February meeting for further discussion, Prater supported. Motion carried.

Appointment of Special Committee – Plan Amendment Review Process

Chair Kelly, Armentrout, and VanDerworp discussed having a subcommittee to review plan amendments. This committee will recommend a process for review of plan amendments. Prater motioned to have Chair Kelly assemble a committee of three members, Armentrout supported. Motion carried.

Comprehensive Plan Update

Comprehensive Plan Schedule

VanDerworp reviewed the process on the board which is the element background information for agriculture. Staff will draft the element for the public to see. VanDerworp

proposed additional meeting times due to the time constraint with developing the comprehensive plan. VanDerworp thought that two meetings per month for the months of February, March and April would get the plan on schedule. Please review calendar within packet. Hardy will contact Planning Advisory Board members to confirm the second Monday.

Committee Reports

VanDerworp went over a flow chart relating to the second round public workshops.

Other Items for Discussion

VanDerworp presented Armentrout with a book, "*Pattern Language*," for her hard work the first year as Chair of the Planning Advisory Board.

Future Agenda Items

No future agenda items to discuss.

Public Comment

No public comment.

Adjourn

Chair Kelly asked for a motion to adjourn the meeting. Solowczuk motioned for adjournment, Armentrout supported, all in favor. Meeting ended at 9:58 p.m.

The next meeting is scheduled for Monday, February 23, 2004, 7:00 p.m. at 705 N. Zeeb Road in the MSU/Extension Lower Level Conference room.

Pat Kelly, Chair