

Minutes - *Draft*

Wednesday, March 20, 2024

1. **Call to Order** - *Chair Carolan called the meeting to order at 1:00 p.m.*
2. **Roll Call**

Members Present: *Namrata Carolan, Chair; Jack McLain; Denise Belson; Samuel Fry; Peter Merritt*

Members Absent: *Troy Reehl, Secretary - Excused; Michael Clark; Steve Lanius*

Public Present: *Nicolas Wheeler*
3. **Public Comment** - *None*
4. **Correspondences**
 - a. *City of Jonesville 2024-2028 Recreation Plan/Appendix D of Master Plan - It was noted that the update to the City's Recreation Plan was adopted.*
 - b. *Southern Towers BTS, LP - Jonesville Road NEPA Review - It was the consensus there is no need to comment on the communication tower proposal.*
5. **Approval of Minutes** - *Motion by Belson to approve the January 17, 2024 minutes. Second by McLain. Approved unanimously.*
6. **Approval of Agenda** - *Motion by Belson to approve the March 20, 2024 agenda. Second by Merritt. Approved unanimously.*
7. **Public Hearings** - *No public hearings scheduled.*
8. **Unfinished Business**
 - a. *Election of Officers: Vice-Chair - Motion by Merritt to nominate Belson as Vice-Chair. Second by McLain. Approved unanimously.*
9. **New Business** - *None*
10. **Any Other Business/On-going Business**
 - a. **Continued discussion on update of Master Plan**

Harmony Fierke-Gmazel from Michigan State University Extension was present via Webex to discuss options for assisting the Commission in updating of the master plan. Three events (Attached) were proposed for planning and education including "Updating and Implementing a Master Plan", "The Roles and Responsibilities of a Planning Commission" and the "Citizen Planner" program. Assistance would also include the conducting of surveys and other means of engaging the public for input while updating the master plan. Fry moved to reach out to all members of the Planning Commission, including those not present to schedule the first event "Updating and Implementing a Master Plan". Second by Belson. The motion passed 4-1.

11. Public Comment - None

12. Adjournment - Motion to adjourn by McLain. Second by Fry. Approved unanimously to adjourn at 2:19 p.m.

Troy Reehl, Secretary

Recorded by: Nicolas Wheeler, Equalization Director, County of Hillsdale

DRAFT

March 20, 2024

Re: Hillsdale County Master Plan Update

Thank you for discussing options for community events related to your County Master Plan Update with me today. This chart describes the educational programs we chatted about:



**MSU EXTENSION
Land Use Team**

446 W. Circle Drive East
Lansing, MI
48824

Phone:
517-763-3591
gmazelh@msu.edu

<p>60-90 Minute In-person Program for the County Planning Commission: Updating and Implementing A Master Plan <i>(With special focus on county master plans)</i></p>	<p>Length, location and time to be determined by the PC. Cost: \$25 per county planning commissioner. Could be open to interested Township, Village and City officials too, who pay their own fee.</p>
<p>The “Roadshow.” An evening program hosted across the county, repeated in 3 different venues over the span of a month or so.</p> <p>90-Minute Learning Program: The Roles and Responsibilities of a Planning Commission</p>	<p>\$25 per person. Local officials and interested citizens are invited- and will pay their own fee. The Roadshow is free for County Planning Commissioners. The County PC is a partner and co-host of the roadshow. Content includes info on legal authority, local master planning, local zoning, ethics, public engagement tools, and county planning.</p>
<p>Citizen Planner In-person Intensive Certificate Course (6 sessions, 1 session per week)</p> <p>Open to all officials and interested citizens across the county. Hosted and taught by MSUE. I would like to host this program in Hillsdale County. I don’t believe it has ever been hosted here. No investment needs to be made by the County PC in order for Citizen Planner to be offered, but I certainly would give 1 free “host registration” to you.</p>	<p>Dates and location in Hillsdale County TBD. (Fall/Winter 2024-5). Group registration: \$250 per person, or \$225 per person in a group of 4 or more. <i>Your insurance provider at the county or any local government will reimburse the cost for 1 official to attend.</i> Visit theparplan.com , or Nickel & Saph Inc., MMRMA or your community’s provider for more info</p>

Sincerely,

Harmony Gmazel, AICP
MSU Extension Educator- Planning, Zoning, Resiliency-