

APPROVED MINUTES

**DELTA COUNTY PLANNING COMMISSION MEETING**  
**Delta County Service Center**  
**Monday, July 1, 2024**

- I. Call to Order. The meeting was called to order at 5:30 p.m.
- II. Pledge of Allegiance.
- III. Roll Call. Member(s) present: John Denholm, Amy Berglund, Charles Lawson, Matthew Jensen, and Kelli van Ginhoven. Absent: Curt Larsen and Clayton Harris.
- IV. Approval of the June 3, 2024 minutes.

Motion to approve with no corrections made by Matt Jensen and seconded by Kelli van Ginhoven.

Vote: Yes-5 No-0. Motion Carried.

Approval of agenda.

Motion to correction agenda as follows:

- 1. Remove Unfinished Business item #1 by Kelli van Ginhoven and seconded by Amy Berglund.  
Vote: Yes-5 No-0. Motion Carried.
- 2. Add New Business Item #3: Attendance of Planning Commission member Curtis Larsen by Kelli van Ginhoven and seconded by Charles Lawson.  
Vote: Yes-5 No-0. Motion Carried.

Motion to accept agenda as amended by Kelli van Ginhoven and seconded by Amy Berglund.

Vote: Yes-5 No-0. Motion Carried.

Public Comment. Dennis Bittner – expressed disappointment regarding his case not moving forward yet. Jack Smith asked if Dennis heard any news on additional signatures to please reach out to Building & Zoning office.

- V. Declaration of Conflict of Interest. None

New Business.

- 1. Application from Kasja Nelson for PC/BA Recording Secretary  
Motion to accept nomination for Kasja Nelson as Recording Secretary & forward on to the Board of Commissioners by Kelli van Ginhoven and seconded by Matt Jensen.

Roll Call:	John Denholm	Yes	Matt Jensen	Yes
	Amy Berglund	Yes	Kelli van Ginhoven	Yes
	Charles Lawson	Yes		

Vote: Yes-5 No-0. Motion Carried

APPROVED MINUTES

2. September Meeting Date:

Discussion regarding date options. Motion to move September Meeting to either 9/4/24 (primary) or 9/5/24 (secondary) based on conference room availability made by Matt Jensen and seconded by Kelli van Ginhoven.

Vote: Yes-5 No-0. Motion Carried

3. Attendance of Planning Commission Member Curtis Larsen

Motion made by Matt Jensen and seconded by Amy Berglund to open discussion regarding bylaws in relation to member absences.

Article 3C covers member attendance. Discussion regarding member absences making it difficult to complete agenda items if no quorum is present as a small board. Further discussion regarding 3 consecutive absences and other member, Clayton Harris being at risk of missing a 3<sup>rd</sup> meeting.

Vote to end discussion: Yes-5 No-0. Motion Carried

Motion to have John Denholm, Chair, send notification to the Board of Commissioners made by Kelli van Ginhoven and seconded by Matt Jensen.

Vote: Yes-5 No-0. Motion Carried

4. Motion to table case to next meeting pending appropriate signatures of all new property owners made by Kelli van Ginhoven and seconded by Amy Berglund.

Roll Call:	John Denholm	No	Matt Jensen	Yes
	Amy Berglund	Yes	Kelli van Ginhoven	Yes
	Charles Lawson	No		

Vote: Yes-3 No-2. Motion Carried

Request by Zoning Administrator that \$400 be waived for this case to be heard at next meeting. All in favor.

VI. Unfinished Business:

1. Master Plan: Tabled until details are received from CUPPAD

Motion made by Amy Berglund and seconded by Charles Lawson.

Vote: Yes-5 No-0. Motion Carried

APPROVED MINUTES

2. Review PC Bylaws:

Motion to create a sub-committee to review PC Bylaws and recommend any changes.

Motion made by Kelli van Ginhoven and seconded by Amy Berglund.

Vote: Yes-5 No-0. Motion Carried

Discussion to recommend Kelli van Ginhoven and Amy Berglund & include Jack Smith & Ashleigh Young for sub-committee to review PC Bylaws.

3. LSR: Discussion to research what surrounding counties and townships have for LSR zoning. Ideas, concerns & suggestions shared by PC members and Zoning Administrator.

Zoning Administrator to research and come with details to next meeting.

VII. Correspondence.

1. Brochure from MI Townships Association

2. Letter from Garden Township

Motion to place all correspondence on file made by Charles Lawson and seconded by Matt Jensen.

Vote: Yes-5 No-0. Motion Carried

VIII. Public Comment. City of Escanaba liaison gave brief summary of last City PC meeting.

IX. Planning Commission Member Comments. Charles Lawson mentioned updating the County's website with current members as he is missing, and County Commissioners are incorrect.

X. Adjournment.

Motion to adjourn at 6:12 p.m. made by Kelli van Ginhoven and seconded by Amy Berglund.