

APPROVED MINUTES

**DELTA COUNTY PLANNING COMMISSION MEETING
Delta County Service Center
Monday, February 3, 2025**

- 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, Clayton Harris, Curtis Larsen, Charles Lawson, Matthew Jensen, Kelli van Ginhoven. Member(s) absent: None. Recording Secretary present: Kasja Nelson. Also present: Jack Smith
- IV. Approval of the January 13, 2025 minutes.
Motion to approve the minutes as written was made by Curtis Larsen and seconded by John Denholm.
Vote: Yes-7 No-0. Motion Carried.
- V. Approval of agenda.
Motion to approve the agenda as amended to add a discussion regarding the number of commissioners from the Delta County Board of Commissioners that serve on the Planning Commission as New Business item 3 was made by Kelli van Ginhoven and seconded by Matthew Jensen.
Vote: Yes-7 No-0. Motion Carried.
- VI. Public Comment. None.
- VII. Declaration of conflict of interest. None.
- VIII. New Business.
 - 1. CASE 1-25-PC – Karen Derouin.
Presented by Building & Zoning Administrator: property owner requesting to rezone from RP to RR and grant a Conditional Use to allow the property owner to split the property to sell the existing home with a minimum of 2 acres.

Motion to open the public hearing made by John Denholm and seconded by Matthew Jensen.

Roll Call:	John Denholm	Yes	Amy Berglund	Yes
	Clayton Harris	Yes	Charles Lawson	Yes
	Curtis Larsen	Yes	Matthew Jensen	Yes
	Kelli van Ginhoven	Yes		

Vote: Yes-7 No-0. Motion Carried.
Public hearing opened: 5:34 p.m.

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- No public comment.

Motion to close the public hearing made by Kelli van Ginhoven and seconded by Curtis Larsen.

Roll Call:	John Denholm	Yes	Amy Berglund	Yes
	Clayton Harris	Yes	Charles Lawson	Yes
	Curtis Larsen	Yes	Matthew Jensen	Yes
	Kelli van Ginhoven	Yes		

Vote: Yes-7 No-0. Motion Carried.

Public hearing closed: 5:35 p.m.

- Curtis Larsen made a statement that when you consider the age of the applicant that the change in zoning is appropriate.
- Kelli van Ginhoven wanted to clarify that the age of the applicant wasn't being used as the basis for the change in zoning. Van Ginhoven also wanted a more detailed explanation regarding the Conditional Use permit from the Building & Zoning Administrator.
- Jack Smith, Building & Zoning Administrator, stated that according to the zoning ordinance there is a 5-acre minimum with an allowable 2-acre minimum with a Conditional Use permit.

Worksheet: It meets Ordinance requirements; location is appropriate for use; no effect on district; no concerns from adjacent property owners; no environmental impact and is not a spot zone.

Motion to approve the application that was submitted was made by Curtis Larsen and seconded by Matthew Jensen.

Vote: Yes-7 No-0. Motion Carried.

2. Notice of Intent to Prepare Master Plan.

- Amy Berglund asked if there were any questions or concerns regarding the draft of the Notice of Intent to Prepare Master Plan that had been provided to all the members. There were none.

Motion to approve the Notice of Intent to Prepare Master Plan was made by John Denholm and seconded by Kelli van Ginhoven.

Vote: Yes- 7 No- 0. Motion Carried.

- Amy Berglund went over the edits needed to the previous RFP that was used and asked if there were any questions or concerns.

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- Curtis Larsen wanted to make sure that the proposals came back to the Planning Commission.
- Amy Berglund stated the proposals could be opened at a specified Planning Commission meeting and passed on to the Delta County Board of Commissioners with a recommendation.

Motion to approve the RFP was made by John Denholm and seconded by Matthew Jensen.

Vote: Yes- 7 No- 0. Motion Carried.

3. Number of Commissioners from the Delta County Board of Commissioners on the Planning Commission.

- Commissioner van Ginhoven stated that at the last meeting held by the Delta County Board of Commissioners that it was brought up that previously there had only been one seat held by a commissioner, not two. It was asked that this be brought up for discussion at this meeting to see if the Planning Commission would like to keep it at the current two seats held by commissioners or go back to the one seat held by a commissioner and the second seat would be a recommendation by the Township Association.
- John Denholm provided some history regarding how the shift from one seat to two seats took place.
- Amy Berglund expressed that it would be a good idea to have someone representing the townships on the Planning Commission.
- Curtis Larsen wanted to know if the City of Escanaba and the City of Gladstone were a part of the Township Association, and it was confirmed that they are not.

Motion to make a recommendation to the Delta County Board of Commissioners to reduce the number of seats held by a commissioner to 1 and provide a seat on the Planning Commission for a member from the Township Association (should be from a township that we currently do the zoning for as opposed to a township that does their own zoning) made by Curtis Larsen and seconded by Kelli van Ginhoven.

Vote: Yes- 7 No- 0. Motion Carried.

IX. Unfinished Business.

1. Delta County Master Plan Update.

- This item was already covered until New Business item #2.

2. PA233 Compatible Renewable Energy Zoning Ordinance.

- Commissioner Jensen informed the Planning Commission that he is still working on finding the appropriate ordinance language regarding battery storage to incorporate into our current ordinance.

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X. Correspondence.

Motion to place correspondence from the City of Gladstone on file and send a letter to the City of Gladstone made by Matthew Jensen and seconded by Curtis Larsen.

Vote: Yes-7 No-0. Motion Carried.

Motion to place correspondence from Brampton Township on file and send a letter to Brampton Township made by John Denholm and seconded by Curtis Larsen.

Vote: Yes-7 No-0. Motion Carried.

Motion to place correspondence on file and send a letter, drafted by Matthew Jensen, to each of the townships to encourage them to send a representative to the MSU Citizen Planner program being held in Escanaba Township in April was made by Curtis Larsen and seconded by John Denholm.

Vote: Yes-7 No-0. Motion Carried.

XI. Public Comment. None.

XII. Planning Commission Member Comments. None.

XIII. Adjournment.

Motion to adjourn at 6:08 p.m. made by John Denholm and seconded by Curtis Larsen.