

**PRINCIPALS**

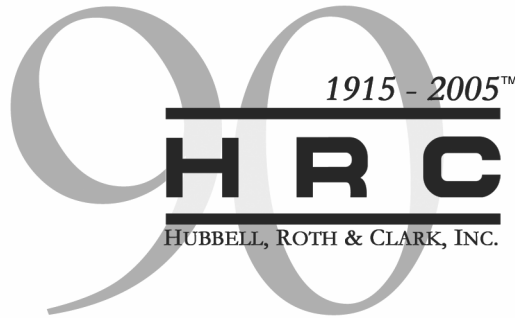
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Peter T. Roth  
Michael D. Waring  
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**ASSOCIATES**

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James C. Hanson  
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William R. Davis  
James J. Aiello  
Daniel W. Mitchell  
Jesse B. VanDeCreek  
Robert F. DeFrain  
Marshall J. Grazioli

**MEETING MINUTES**  
**Livingston County Phase II Watershed Groups**  
**South Branch Shiawassee River Subwatershed Group**  
**Break Out Meeting No. 10**

Date: 3/11/05  
Time: 9:45am  
Meeting Held: Green Oak Township Hall

HRC Job No. 20030566

<u>Present:</u>	<u>Representing</u>	<u>Phone No.</u>
Merry Bering .....	Howell Twp .....	517.546.2817
Jacqueline Cwik.....	Hartland Twp Resident.....	n/a
Florence Davis.....	Livingston County Planning.....	517.546.7555
Ed Fox.....	Oceola Twp.....	248.343.0137
Mike Gaden .....	MSU-Extension .....	517.546.3950
Bob Hanvey .....	Marion Twp .....	517.546.1588
Dave Kuzner .....	Tyrone Twp.....	810.629.8631
Jacy L. Paul.....	HRC .....	248.535.3456
Bill Stone .....	HRC .....	248.454.6337

<u>Not Present:</u>	<u>Representing</u>	<u>Phone No.</u>
Ken Algozin.....	The Nature Conservancy .....	989.723.9062
Bill Bamber.....	Oceola Twp.....	517.546.3259
Cheryl Bartley.....	MDEQ.....	517.335.6093
Bob Batt.....	MDOT, University Region.....	517.750.0410
Matt Bolang .....	LCDPH.....	517.552.6870
Greg Green.....	Howell Twp Resident.....	517.545.4927
Brian Jonckheere .....	LCDC .....	517.546.0040
Brian Obrecht.....	Howell Twp Resident (Red Cedar Watershed).....	517.552.5300
Rolly Olney.....	Hartland Twp .....	810.632.7498
Julie Peltier .....	Hartland Twp Resident.....	586.530.8119
Nancy Sauvage .....	Oceola Twp.....	517.546.5886
Katie Schlueter.....	Hartland Twp Resident.....	810.632.4797
Becky Simpson.....	LCDC .....	517.546.0040
Steve Wasylk .....	LCRC .....	517.546.4250

**PURPOSE:**

The purpose of today's breakout meeting was to update the group on the progress of the watershed planning efforts, review the timeline of tasks left in the planning process, and review the contents and recommendations of the Codes and Ordinance Worksheet topics.

**A) Comments/Questions**

- Bob Hanvey of Marion Township asked if comments from the Michigan Department of Environmental Quality (MDEQ) have been received yet for the Public Education Plan (PEP) and Illicit Discharge Elimination Plan (IDEP) that each community submitted on November 1, 2004. Bill Stone of HRC noted that *draft* comments have been received regarding the Livingston County Drain Commissioner's (LCDC) PEP and IDEP, but no *formal* comments have been received to date. Bill noted that comments will likely be similar across the board with the other communities since they all used very similar templates for each plan.
- Draft comments on both plans have basically targeted clarification on particular activities or modification to the measurable goals and addition of interim milestones. Bill noted that the group will likely respond as a whole to the comments since they will be quite similar. It was concluded that until the formal comments come in, the communities and agencies shouldn't be too concerned about this. Bill also noted that he will be coordinating responses with many of the other Phase II regulated communities that have received comments from other MDEQ personnel in other watersheds in Southeast Michigan to maintain consistency.
- Bob also asked how to best track the activities that are getting completed in each communities PEP and IDEP. Bill indicated that the easiest way to do this is to keep an excel spreadsheet as activities are begun or completed. When the time comes to complete the next Annual Report (November 1, 2005), the data will be readily available from the spreadsheet and make completing the annual report much easier for each community.
- Jackie Cwik, Hartland Township resident, indicated that she and some other local residents have begun a watershed education initiative with their surrounding lake residents by distributing storm water educational materials. She wondered if this would qualify as satisfying permit requirements for implementation of the PEP for Hartland Township. Bill and Jacy of HRC indicated that this activity would certainly apply and residents are encouraged to spread what they learn at the watershed meetings or other outlets to their neighbors, etc. Grassroots efforts by interested citizens are a large part of the implementation of storm water programs and help to ensure effectiveness.

**B) Progress of Watershed Planning**

The group was updated on the components of watershed planning completed to date. These components include completion of the following data analyses:

- Water Quality
- Land Use

- Natural Features Inventory
- Development Rules
- Watershed Goals and Objectives

The next steps in the planning process will be the formulation of:

- Selection of Best Management Practices (BMPs) to achieve the goals and objectives outlined in the WMP
- Identify communities and agencies that will be responsible for implementing the BMPs
- Establish a timeline for implementation of the BMPs
- Estimate costs for implementation of BMPs
- Roll all of this information into an Action Plan Matrix—the heart of the WMP.

Jacy noted that identification of more focused “critical areas” in the watershed where BMP efforts might be prioritized still needs to be addressed. This will be accomplished through public involvement, and some additional brainstorming of watershed concerns and pollutants with local stakeholders.

### **C) Public Meeting No. 2**

The next public meeting is expected to be on Wednesday, May 4<sup>th</sup> from 7:00pm to 9:00pm. The communities were asked if they would be willing to host the event at their facility—Maureen of Howell Township said she would check with Merry Bering about hosting the event (as was discussed for the first public meeting). The Chain of Lakes public meeting will be held separately as the discussions will be more focused on each specific WMP and the goals, objectives, and tasks outlined in them.

It is intended that the second public meeting will be an opportunity to provide the public with an updated summary of the data analyses included in the WMP, the goals and objectives of the plan, which potential BMPs will be selected to achieve the goals and objectives, as well as gain additional public input on possible “critical areas” in the watershed where implementation efforts might first be focused.

### **D) Discussion on Community Master Plans/Ordinances**

The group was given a series of handouts that summarized the results of the Codes and Ordinances Worksheet (COW) distributed at the January breakout group meeting. The recommendations made to communities were based on two publications:

- “Better Site Design: A Handbook for Changing Development Rules in Your Community” by the Center for Watershed Protection (CWP); and
- “Opportunities for Water Resource Protection in Local Plans, Ordinances, and Programs—A Workbook for Local Governments” put out by SEMCOG.

Group members have already been given the workbook, and were highly encouraged to obtain a copy of the Better Site Design (BSD) publication for future reference. An excerpt of the BSD publication was distributed that contained the contact information to obtain the booklet and an outline of the guiding principles for recommended development rules for sustainable growth.

The BSD publication covers three main areas of model development principles:

1. **Residential Streets and Parking Lots:**  
These design principles focus on the codes, ordinances, and standards that determine the size, shape, and construction of parking lots, roadways, and driveways in the suburban landscape.
2. **Lot Development:**  
These design principles focus on the regulations which determine lot size, lot shape, housing density, and the overall design and appearance of neighborhoods.
3. **Conservation of Natural Areas:**  
These design principles address codes and ordinances that promote (or impede) protection of existing natural features and incorporation of open spaces in new development.

Not all of the design principles may be applicable to every city, township or village, but they do provide an outline of the recommended strategies to ensure sustainable growth.

- Overall, most communities have the necessary language in their Master Plans that outline preservation of natural features and water quality protection in their development rules and some ordinances; however, as with many communities, planning boards typically need to be strengthened in enforcing the language that is outlined in their Master Plans.
  - The group discussed ways to ensure the planning boards remain on the same page not only on a community-wide basis, but also on a watershed-wide basis. Cindy Pine of Hamburg Township has held Planning Forums in the past where many jurisdictions have come together to the table to discuss zoning and planning topics. This would be an excellent opportunity to ensure the sharing of the type of information we covered today—to ensure that communities are receiving information on the best resources to help guide sustainable growth in their communities. The opportunity to hear what is and is not working for various communities will provide excellent insight into where changes may also be directed in development rules.
  - Development and Land Use Planning are such an important component of the watershed planning process. Without rules to guide development and the authority to enforce the rules, potentially irreversible harm can be done to the community's natural and water resources as a result. This is one of the largest steps in ensuring a balance between economic growth and protection of the areas many natural resources.
- Also included in the handouts was a summary of each community's responses to the COW. The information is broken down into a series of tables that lists the development rule, code or ordinance, where the community is at in addressing it, as well as the recommended "answer" to addressing the code/ordinance based on recommendations from the CWP. This information will serve as another useful tool to assess where each community may need to strengthen their development rules/codes/ordinances to ensure the goals of the WMP will be met as it pertains to Land Use Planning.
- The overall recommendations that can be made from the analysis of the COW worksheet are:

- Revise development rules that apply to residential streets and parking lots to ensure reduction of impervious surfaces and incorporation of landscape features.
- Revise and strengthen development rules that apply to lot development.
- Adopt additional ordinances that address stream and wetland buffers, fertilizer applications and soil testing, as well as agricultural protection and right-to-farm ordinances.

**E) Next Meeting**

The next meeting will focus on review of the Draft Watershed Management Plan. The draft will be reviewed by means of a PowerPoint type presentation.

The next break out meeting is scheduled to meet after the regularly scheduled LCDC Subwatershed Group's meeting on **Friday, April 8, 2004** at **Green Oak Township Hall**.

These minutes are intended to be a summary of those items discussed. Any corrections and/or comments should be noted to the writer as soon as possible.

Respectfully submitted,

HUBBELL, ROTH & CLARK, INC.

Jacy L. Paul

JLP/jp

pc: All present  
HRC; M. Synk Kuhn; J. Booth; File