



Oceana County
PLANNING COMMISSION
County Building
100 S. State St., Ste. M-4 Hart, Michigan 49420



AGENDA

The regular meeting of the Oceana County Planning Commission will be held on Thursday, April 3, 2025, at 1:00 P.M. to be held at the Oceana County Courthouse building at 100 S. State St., Hart, MI 49420.

1. Call to Order.
2. Pledge of Allegiance.
3. Roll Call.
4. Approval of the minutes from March 6, 2025.
5. Approval of Meeting Agenda.
6. Public Comment of Agenda items.
7. Finance Review.
8. Correspondence.
 - A. West Michigan Shoreline Regional Development Commission, Blue Lake Township Development Plan.
 - B. Newfield Township, Letter pertaining to the development of a gravel pit in the township.
9. Introduction of Mr. James Kelly, MSU Extension Regional Director.
10. Chairperson's Report.
 - A. Attended Road Commission and County Commissioners meetings.
 - B. Initiated planning for upcoming government meeting with Mary Reilly MSUE.
11. Continuing Business.
 - A. Open Meeting Act training with Mary Reilly, MSU Extension, Thursday April 24, 2025, Oceana County Services Building in Hart.
 - B. Interest in speakers for upcoming meetings.
 - C. Blue Lake Township Development Plan.
 - D. Newfield Township Gravel Pit.
12. New Business.
 - A. Discuss and assign representation for the following segments.
 1. Agriculture and forestry.
 2. Education.
 3. Recreation and tourism.
 4. Industrial and economic.
 5. Transportation and roads.
 6. Housing, health, and Human Services.
 7. County Board of Commissioners.
 8. Environmental and water quality.
 9. Municipal Government.

13. Commissioners' Reports.
14. Public Comment on non- agenda items.
15. Adjournment. Next scheduled meeting is Thursday, May 1, 2025.

The regular meeting of the Oceana County Planning Commission was called to order by Chairperson McKeen on Thursday, March 6, 2025, at 1:00 p.m. in the Oceana County Board of Commissioners Room, 100 S. State St, Hart, Michigan 49420.

The meeting scheduled for February 6, 2025, was cancelled.

PLEDGE OF ALLEGIANCE

Chair McKeen led the members in the Pledge of Allegiance to the Flag of the United States of America.

ROLL CALL

Present: Chairperson Garry McKeen, Secretary John Stivers, Paul Cutter, Phil Morse, Pete Roskam, Scott Rumsey, and David Spitler.

Absent: Mr. Bryan Broderick, and Joel McCormick

Guest: Scott Beal, Executive Director of the Silver Lake Sand Dunes Visitor Bureau

Since the January 2, 2025, Planning Commission Meeting, the County Commission approved the nominations of Roskam and Spilter, plus the reappointment of Rumsey and Stivers. Chair McKeen had the newly appointed members as well as current members share their backgrounds.

APPROVAL OF THE MINUTES

January 2, 2025, Minutes of the Oceana County Planning Commission meeting:

Motion to approve made by Morse with second by Cutter. Motion was approved by voice vote.

APPROVAL OF AGENDA

No revisions or additions.

PUBLIC COMMENTS ON AGENDA ITEMS

No public comments.

FINANCE REVIEW

The report for month ending February 28, 2025, was included in the commissioners' packet. Since the January 2, 2025, meeting, the County's \$7,198.00 payment to West Michigan Shoreline Regional Development Commission was deducted from the Planning Commission budget. Motion to approve by Morse with second by Spitler. On roll call vote, the financial report was approved 7 – 0.

CORRESPONDENCE

None.

PRESENTATION

Scott Beal provided an overview of the role of the combined Silver Lake Sand Dunes Area Chamber of Commerce and the Silver Lake Sand Dunes – Hart Visitor Bureau. It is a 501 c 6 corporation with an annual budget of approximately \$200,000, with income from PA 59 Destination Marketing Organization receipts from hotel / motel room charges within its district that covers Golden and Hart Townships; there are other PA 59 districts within the County. By State law, 50% of the PA 59 income must be spent on marketing, which includes the visitor center on Polk Road, east of US 31.

Beal reported that Oceana County income from tourism is second only to agriculture, generating \$160M from 2M visitors. He provided detail on the activities of the Bureau and answered questions from commissioners.

SWEARING IN OF NEW COMMISSIONERS AND RE-APPOINTMENTS

Melanie Coon, Oceana County Clerk, administered the swearing in oath to newly appointed commissioners Roskam and Spitler, and reappointed commissioners Rumsey and Stivers.

CHAIRPERSON'S REPORT

Chair McKeen reported on Governing Essentials Series, Michigan Open Meetings Act, Parliamentary Procedure, Components of Government series of three one-hour programs.

McKeen reported attending Oceana County Commission meeting in support of the nomination of Roskam and Spitler to this board.

McKeen reported on attending the County Department Head meeting. From that meeting the policy is for commissioners to have and wear name tags. Photos were taken following the meeting.

McKeen reported on the economic value of beaches based on information from former Pure Michigan head Dave Lorenz and a US Army Corps of Engineers report.

CONTINUING BUSINESS

The Oceana County Planning Commission is conducting another training session for those involved in planning and zoning in the numerous municipalities across the county on April 24, 2025, at 6:30 p.m. at the Oceana County Service Building, 844 S. Griswold Street, Hart.

Mary Reilly, MSU Extension Service will lead the training on Michigan Open Meeting Act. County Planning Commissioners are encouraged to attend. It is anticipated the training will cover recent changes to the law covering side conversations during public meetings, via the use of cellphones.

The possible need to change the Planning Commission Bylaws to reduce the number of meetings held ended without changes. As provided in the Bylaws, and as is our practice, if no meeting is warranted, the Chair may cancel.

Stivers asked that the Commissioners be informed when the Commission receives information from other planning and zoning boards of master plan updates.

NEW BUSINESS

Commission Election of Officers. Current Chair McKeen asked Secretary Stivers to conduct the election of Chair. Morse nominated McKeen with second from Roskam. A call for additional nominations went unanswered. The commission unanimously elected McKeen Chair.

Chair McKeen called for nominations for Vice Chair. Morse nominated Spitler with second from Cutter. McKeen nominated Rumsey with second from Roskam. A call for additional nominations went unanswered. The commission unanimously elected Rumsey Vice Chair.

Chair McKeen called for nominations for Secretary. Morse nominated Stivers with second from Rumsey. A call for additional nominations went unanswered. The commission unanimously elected Stivers Secretary.

The Planning Commission member has a position on the Brownfield Redevelopment Authority. Chair McKeen nominated Spitler for this appointment, with second from Roskam. The commission unanimously approved the appointment of Spitler.

COMMISSIONERS REPORTS

Morse, who is Village of Shelby administrator, indicated that the Village as part of its masterplan update is conducting online surveys, and provided commissioners with a card containing a scan link to please participate.

Morse had commissioners mark their calendars for the Shelby Chainsaw Carving Festival on July 11 and 12, 2025. The Getty Park Grand Opening is June 21st, 2025, at noon.

Stivers reported that Federal cuts in funding may have an impact on the Sea lamprey control program that is administered by the Great Lakes Fishery Commission with applications done by the US Fish and Wildlife Service.

Rumsey reported on the extensive improvements in the Village of Hesperia to its water system and filtration plant. DTE Energy is completing upgrades of its mains ahead of the other utility work.

McKeen, also Chair of the Oceana County Parks and Recreation Commission, indicated that commission has had a budget reduction. He reported that work is underway to complete the remaining improvements at Marshville Dam County Park.

Cutter reported that work on the solar project east of the City of Hart is progressing with easements being secured.

Cutter reported that through the efforts of Nichole Kleiner, and the Hart Economic and Redevelopment Team (H.E.A.R.T. ☺), a 12-unit apartment house for students and faculty is in the planning to be adjacent to the new Hart presence of West Shore Community College in the former Gale's IGA on State Street.

Cutter reported that the Artic Foods facility on Industrial Park Drive, Hart, will house the regional food pantry hub.

Roskam expressed appreciation for the work being done at Oceana County parks.

PUBLIC COMMENT

None.

ADJOURNMENT

There being no further business, Chair McKeen adjourned the meeting at 2:33 pm.

The next meeting is scheduled for April 3, 2025, at 1:00 p.m., in the Oceana County Board of Commissioners Room, 100 S State Street, Hart, Michigan. James Kelly, District Director for MSU Extension District 5, will be the guest speaker. He will be discussing the Michigan Conservation Stewardship Program, which launched last year. This program is an in-person, eight-week course, lasting three hours each session, and will be open to around 25 participants.

Respectfully submitted,

Brittany M. Bostrom

On behalf of John Stivers, Secretary
Oceana County Planning Commission

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	ACTIVITY FOR MONTH 03/31/2025	YTD BALANCE 03/31/2025	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
Function: Unclassified						
Dept 701 - PLANNING						
101-701-704.000	PER DIEM	1,800.00	250.00	500.00	1,300.00	27.78
101-701-715.000	FICA TAXES	200.00	20.84	42.65	157.35	21.33
101-701-716.000	HOSPITALIZATION	0.00	0.00	0.00	0.00	0.00
101-701-717.000	LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00
101-701-718.000	DENTAL INSURANCE	0.00	0.00	0.00	0.00	0.00
101-701-727.000	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00
101-701-728.000	PRINTING AND BINDING	0.00	0.00	0.00	0.00	0.00
101-701-744.000	OTHER SUPPLIES	0.00	0.00	0.00	0.00	0.00
101-701-748.000	LIBRARY PERIODICALS	0.00	0.00	0.00	0.00	0.00
101-701-791.000	MEMBERSHIPS & SUBSCRIPTIONS	8,500.00	0.00	7,198.00	1,302.00	84.68
101-701-791.100	U.S. 31 TASK FORCE MEMBERSHIP	0.00	0.00	0.00	0.00	0.00
101-701-791.200	TIMBERLAND RC&D COUNCIL MEMBER	0.00	0.00	0.00	0.00	0.00
101-701-801.000	CONSULTANTS	0.00	0.00	0.00	0.00	0.00
101-701-801.100	OCEANA COUNTY COUNCIL ON AGING	0.00	0.00	0.00	0.00	0.00
101-701-801.200	SENIOR RESOURCES	0.00	0.00	0.00	0.00	0.00
101-701-801.300	OCEANA CO. TOURISM BOARD	0.00	0.00	0.00	0.00	0.00
101-701-821.000	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
101-701-821.100	GIS UPDATE	0.00	0.00	0.00	0.00	0.00
101-701-860.000	TRAVEL	600.00	38.85	90.14	509.86	15.02
101-701-900.000	ADVERTISING	200.00	0.00	0.00	200.00	0.00
101-701-957.000	EMPLOYEE TRAINING	1,200.00	0.00	0.00	1,200.00	0.00
Total Dept 701 - PLANNING		12,500.00	309.69	7,830.79	4,669.21	62.65
Total - Function Unclassified		12,500.00	309.69	7,830.79	4,669.21	62.65
TOTAL EXPENDITURES		12,500.00	309.69	7,830.79	4,669.21	62.65
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		12,500.00	309.69	7,830.79	4,669.21	62.65
NET OF REVENUES & EXPENDITURES		(12,500.00)	(309.69)	(7,830.79)	(4,669.21)	62.65
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		0.00	0.00	0.00	0.00	100.00
TOTAL EXPENDITURES - ALL FUNDS		12,500.00	309.69	7,830.79	4,669.21	62.65
NET OF REVENUES & EXPENDITURES		(12,500.00)	(309.69)	(7,830.79)	(4,669.21)	62.65

DEPT:

701 - PLANNING COMMISSION

	VENDOR #:	VENDOR NAME:	INVOICE #:	ACCT#:	DESCRIPTION:		PREPAIDS:	DATE PAID:	
PREPAIDS TO BE PAID									
	THERE WERE NO EXPENDITURES FOR PREPAID CLAIMS FOR THE MONTH OF MARCH 2025								
	BILLS TO BE PAID	VENDOR #:	VENDOR NAME:	INVOICE #:	ACCT#:	DESCRIPTION:	BILLS:		DATE PAID:
THERE WERE NO EXPENDITURES FOR CLAIMS TO BE PAID FOR THE MONTH OF MARCH 2025									
						\$	-	\$	-

PAYMENT AUTHORIZATION

The 1st and 3rd Thursdays of each month, the Department Head is required to prepare a list of all the expenditures to be approved by the Board of Commissioners for payment. This list reflects true and accurate expenditures and are within budgeted amounts.

Authorized
Signature: _____

Meeting Date Approved: _____



**WEST MI
SHORELINE**
Regional Development Commission

March 11, 2025

Mr. Garry McKeen, Chairperson
Oceana County Planning Commission
100 S. State St.
Hart, MI 49420

Dear Mr. McKeen,

On behalf of the Blue Lake Township Planning Commission, and pursuant to Section 41 of the Michigan Planning Enabling Act, Public Act 22 of 2008, MCL 125.3841, I'm pleased to notify the Oceana County Planning Commission that Blue Lake Township, with assistance from the West Michigan Shoreline Regional Development Commission, has completed a proposed draft of the Blue Lake Township Comprehensive Development Plan.

Members of the public, neighboring local governments, and other entities receiving this notice have until May 13, 2025 to review the proposed Plan, which is available for public viewing at the Blue Lake Township Hall during normal business hours, as well as on the Blue Lake Township website, <https://www.bluelaketownship.org/>.

A public hearing to receive public comment on the proposed draft is scheduled for Wednesday, May 14, 2025 at 6:30 PM at the Blue Lake Township Hall. A public notice will be published in the White Lake Beacon closer to the date of the hearing. Comments regarding the proposed Comprehensive Development Plan may be given in person during the public hearing, or via email to scarlson@wmsrdc.org no later than May 13th.

If you have any questions regarding the Blue Lake Township Comprehensive Development Plan, please contact me at (231) 722-7878 extension 110 or at scarlson@wmsrdc.org. Thank you for your time and cooperation.

Sincerely,



Stephen Carlson
Program Manager



February 28, 2025

Oceana County Planning Commission
Oceana County Courthouse and Administrative Center
100 S. State St.
Suite M-4
Hart, Mi. 49420

Dear Oceana County Planning Commission,

Enclosed please find a copy of the Application for a Gravel Pit/Mining operation planned for 7400 E. M-20 Hesperia, Mi. As this property is within Newfield Township, it is permitted and regulated under Newfield Township Ordinance. This will be operated by Rick Mansfield and Sons Excavating LLC.

This application is being reviewed by the Newfield Township Planning Commission. This will be followed by review and approval/denial by the Newfield Township Board. We would like any comments on this application to be received by 5PM Tuesday March 11, 2025.

Upon review, please feel free to provide any feedback or comments you feel appropriate. I may be reached via phone at 231-301-0181 or via email at zoning@newfieldtownship.org. Or via post at the address listed on this correspondence.

Respectfully,

A handwritten signature in black ink, appearing to read "S. Micklin". The signature is fluid and cursive.

Steven Micklin
Zoning Administrator
Newfield Township

Cc: Joan David, Newfield Township Supervisor
Michael Jansma, Newfield Township Planning Commission Chair

**3890 S. 198th Ave.
P.O. Box 564
Hesperia, Mi. 49421
Phone: 231-854-4702
Fax: 231-854-0755**

Newfield Township
Gravel Pit/Mining Operations Application

I. General Information

Name of Property Owner: Rick Mansfield & Sons Excavating L.L.C. (Eric Mansfield)

Name of Operator (if different): Mansfield Aggregates (Jason Mansfield)

Address of Property to be Mined: 7400 E M-20

Address of Owner: 5589 S Maple Island Rd, Hesperia, Mi 49421

Phone Number of Owner: 231-250-3742

Phone Number of Operator: 231-624-1656

Address of Operator (if different): 5589 S. Maple Island Rd, Hesperia, MI 49421

Parcel Number of Property to be Mined: 014-027-300-12

II. Operational Information:

Size of Property Parcel: 16.64

Amount of Property to be used for Mining: 6 acres

Amount of property to be used for Equipment: 5 acres

Amount of Property to be used for Truck Parking: 1 acre

Wells and/or Ponds On-Site: 10" well already on site Additional 5 acre pond at end

Material to be Mined: Sand, Stone, Gravel any Earth Material

Activities to be Performed On-Site: Material Mining, Processing Material, Store Materials to Recycle concrete/asphalt/Wood Products, Crushing Material, Washing material, Wood Chipping (recycling wood)

Description of Equipment to be used: Loader, Excavator, Road Grader, Pan Scraper, Dozer, Water Pump, Generator, Off-Road Haul Truck, Screening Plant, Wash Plant, Crusher, Material Stacker, On highway trucks to transport material, Conex Box Fuel Containment system.

Permanent/Temporary Structures On-Site: Possibly Building for scale controls/Tool Storage.

Days of Operation/Hours of Operations:

Mon-Friday 6am-6pm Sat 7am-5pm: Loading Trucks, Digging Material

Mon-Friday 7am-5pm Sat 7am-4pm: Processing Material (ex: screening, washing, crushing)

Possibility of material hauled in or out for emergency work (ex: Broken watermain, sewer main, ect) 24hr/7days 365 days a year which rarely happens but could be possible.

Number of Trucks to be Stored On-Site: 5

Newfield Township

Gravel Pit/Mining Operations Application

Number of Trucks/Truckloads to be loaded per day: 1-50

Expected truck Routes: M-20

Dust Control Plan/Equipment: Water as needed\Brine under heavy use if needed

Number of Employees On-Site: 0-5

Retail Sales On Site? Material leaving site will be sold and billed through our Hesperia office.

Site already has a fence around perimeter and will have a gated entrance and fence repaired that has fallen. Would Also have a sign by the road indicating the pit name and no trespassing signage. Possibly couple solar panels to supply power for security cameras if needed. We do not have a time frame we are putting on this project as we have a few operations. I included a couple drone pictures of one of the property's I'm finishing up that I built a house on the pond. We run a clean operation and take pride in our work. This site could also be used for material staging for local projects.

III. Site Plan and Related Documents

The application must be accompanied by three (3) copies of a site plan drawn to scale of 1" (one inch) = 50 feet or larger containing the following information:

1. Site boundaries and dimensions.
2. Location of proposed structures on site and dimensions of said structures.
3. Street entrances and exits, parking and other circulation features.
4. General topography (2 foot intervals) of the site and all natural features on the site.
5. Land uses adjacent to the site within three hundred (300) feet.
6. Proposed landscaping, screening and walls.
7. Proposed alterations of topography and drainage patterns.
8. Propose sewage disposal and water supply.
9. Other information as may be required for a particular use as delineated in this section of the Zoning Ordinance.

IV. Site Restoration

Materials to be used for Site Restoration: Existing Topsoil

Equipment to be used for Site Restoration: Dozer, Loader, Off-Road Hall Truck, Pan Scraper, Road Grader.

Newfield Township
Gravel Pit/Mining Operations Application

Please attached a site plan which indicates topography of proposed site restoration upon cessation of mining activities.

V. Other Requirements/Fees

- A. Please provide a copy of the Michigan Department of Environment, Great Lakes, and Energy (EGLE) Permit for this operation. : EGLE has told us no permit necessary as finished pond will be under 5 acres, Can provide Additional permits if required later.
- B. Please provide a copy of liability insurance for this operation: Attached
- C. Please provide a copy of a performance bond or cash bond in the amount of at least \$2,000 per acre of operation as described in this application: Attached

The Fee for this application is \$450. Checks should be made payable to Newfield Township.

Please send this application, along with supporting documentation and the required fee to:

Steven Micklin
Zoning Administrator
Newfield Township
3890 S 198th Ave.
Hesperia, Mi. 49421

For Newfield Township Use

Date Application Received: _____ Date Payment Received: _____

Application Complete: Yes _____ No: _____

Date of Notification/Publication: _____

Newfield Township
Gravel Pit/Mining Operations Application

Newfield Township Clerk: _____

Date of Public Hearing: _____

Zoning Administrator Approval: Yes _____ No _____

Zoning Administrator _____ Date: _____

Planning Commission Approval: Yes _____ No _____

Planning Commission Chair: _____ Date: _____

Date of Township Board Meeting: _____

Township Board Approval: Yes _____ No _____

Township Supervisor: _____ Date: _____