

APPROVED

**GLEN ARBOR TOWNSHIP
Zoning and Planning Commission
Glen Arbor, MI 49636**

February 4, 2003

REGULAR MEETING

The meeting of the Glen Arbor Zoning and Planning Commission was called to order by Vice-Chairman John Pepler in the Glen Arbor Town Hall Meeting Room at 7:30 p.m. Those present were: John Pepler, Bill MacLachlan, Jim Seeburger, Kent Kelly, Suzanne Wilson, Bill Olson, Frank Wilcox and Terry Gretzema. Lance Roman was absent.

APPROVAL OF AGENDA

February 4, 2003 Z & P Agenda

Kent Kelly added "By-Laws" to New Business. Jim Seeburger moved to approve the agenda with the addition and Kent Kelly seconded -- all in favor.

CHANGES OR DELETIONS TO MINUTES:

January 7, 2003 Regular Meeting

Frank Wilcox moved to approve the minutes as presented and Kent Kelly seconded -- all in favor.

CORRESPONDENCE – John Pepler

1. A notice of a seminar on Traffic Issues presented by the Michigan Society of Planning was received.

TOWNSHIP BOARD REPORT - Kent Kelly

Kent Kelly gave a synopsis of the Regular Township Board meeting held January 16, 2003. See Glen the Arbor Township web site or a copy of the Township Board minutes in the Glen Arbor Township Hall.

ZONING ADMINISTRATOR'S REPORT AND SITE PLAN REVIEW

Bob Hawley noted that 3 land use permits were issued in January 2003:

OWNER

Tom & Cathy Aylsworth
Gordon Meyers
Jim & Lynn Becker

CONTRACTOR

Owner
Wepking Construction
Storm Hill Construction

LAND USE

Single Family Residence
Residential Addition
Residential Addition

Site Plan Review – Glen Craft Marina

Tom Aylsworth (owner) and Ryan Wiernick (Morton Builders) presented information on their plans to build a 60' x 48' showroom on the northern end of the Marina Parcel where an existing Pole Building and gravel parking lot are currently in existence. After a Q & A session and review of the plan Bill MacLachlan moved to approve the plan and Jim Seeburger seconded – All in favor.

ZONING BOARD OF APPEALS REPORT

John Pepler noted that an appeal will most likely be scheduled for March 2003.

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NEW BUSINESS

Copies of The Michigan Townships Association's "The Township Guide to Planning and Zoning" had arrived and a copy was given to every member of Zoning and Planning.

Bylaws – Kent Kelly

- A. Kent Kelly noted that according to the Guide to Zoning and Planning "The minutes are supposed to be available for public perusal no more than 8 business days after the meeting". Zoe did the mia culpa dance.
- B. Kent noted that even though the minutes are being forwarded to Big Waters & Associates in a timely fashion, they are 2-3 months behind in getting them on the web site. Bonnie Quick will be contacting Big Waters about this issue.
- C. Kent read the rules on attendance from the Glen Arbor Township Bylaws and requested a copy of the 2002 Zoning and Planning Attendance records from Zoe the Recording Secretary. Zoe will provide said records for the March 2003 Z & P meeting.

OLD BUSINESS

Master Plan

Suzanne Wilson noted that she believes that applying for the DEQ grant money should be our first priority.

Zoe Smith noted that she had spoken to Catherine Cunningham of the DEQ Michigan Coastal Management Program twice since the January meeting:

1. The DEQ puts Master Plans high on their priority and Catherine believes that Glen Arbor Township is certain to get the grant if we apply.
2. The new grant applications should be out in February and will be due in May with monies to be available by October 2003.
3. The survey costs can be included in the grant request.
4. Catherine noted that the grant itself is simple and strongly discouraged using a professional grant writer. She noted that she would send a copy of an accepted grant that we could use as a reference.
5. The matching amount is set at a maximum of 50% and can be as low as 10% with a written explanation of need.

Zoe will call Trudy Galla at Leelanau County Planning and get a list of Master Plan Consultants to forward to Terry Gretzema.

PUBLIC COMMENT

Bob Hawley noted that Leelanau County has signed an option to buy the Water Treatment Plant at Sugar Loaf Resort, with hopes that the excess capacity of the plant could be used to dispose of holding tank waste.

COMMISSION COMMENTS

None.

ADJOURN

Jim Seeburger motioned to adjourn at 8:47 p.m. and Frank Wilcox seconded - all in favor.

**Glen Arbor Township Zoning and Planning Commission
E-Mail Address
February 2003**

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