

Approved

GLEN ARBOR TOWNSHIP  
Planning and Zoning Commission  
Glen Arbor, Michigan 49636

August 2, 2005

**CALL TO ORDER:** Commission Chairman Lance Roman called the meeting to order at 7:35 PM

**ROLL CALL:** The following members were present: Kent Kelly, Lois Saltsman, Barbara Gordon, Frank Wilcox, Jim Seeburger, Jerry Giesler and Lance Roman. .

**AGENDA:** Lance requested an addition to New Business regarding Leelanau County Planning and Zoning.

**APPROVAL OF MINUTES:** Frank Wilcox moved to approve with corrections. Barbara Gordon supported. Motion carried.

**PUBLIC COMMENTS:**

- Barb Vandenberg-6273 Cottage Lane-asked for a legal definition of keyholing. At the present time, there is not one available reported Lance Roman.

**CORRESPONDENCE:**

The following letters and emails were received concerning the keyholing issue:

1. Carol Schlueter
2. Amy Peterson
3. Bud Liebler
4. David Rand
5. Dennis Selhoe, M.D.
6. Paul Toth

In addition a letter from MTA regarding summer workshops was received.

**TOWNSHIP BOARD REPORT:**

Kent Kelly reported on the following from the *July 6* Special Township Board Meeting:

The Auditor reviewed the EMS Budget for 2006-2007. A motion to retain Richard Figura to work on keyholing issue was passed.

*July 19* regular Township Board meeting:

Kent reported that there were many public comments in addition to the following business.

- There will be a Public Hearing on September 14, 2005 at 7:00 PM in the Public Safety Building regarding the Operating and Capitol Budgets for the 2006-2007 budget year.
- Chief Deputy reported that the Fire and Rescue Association netted about \$3500.00 at their Pancake Breakfast.
- A discussion regarding the Keyholing issue with Attorney Richard Figura.
- An appeal by the Fisher Lake people regarding the denial by the DEQ to dredge the channel was brought to the attention of the Board by council Dustin Ordway. The Township is the applicant on the dredging application and therefore would need to participate in the appeal.
- Terry Gretzema reported that the intent of selling the old firehouse property was to reduce the Bond balance. Since that cannot be paid before 2013 other uses for the property should be discussed.
- Wm. MacLachlan reported that the electrical system in the townhall has been modified to incorporate a breaker that is larger than the wiring would allow. He suggests that anyone using the townhall be required to submit electrical specifications of said equipment.

### **ZONING ADMINISTRATORS REPORT:**

Four permits were issued last month:

- Mike Hasselbeck-5868 Dunns Farm Rd-Garage
- Larry & Cindy Daniel-9478 S. Dunn Hwy-Single Family Residence
- Tracy & David Davis-6541 Sunset Drive-Single Family Residence
- Glen Lake Library Assoc.-Kay Barnell-Temporary sign for Book Sale

### **ZONING BOARD OF APPEALS REPORT:**

Barbara Gordon reported there has not been a meeting yet.

### **NEW BUSINESS:**

The County Planning and Zoning Board is asking for a recommendation to replace Eric Winkleman who has served 3 consecutive three year terms. It was suggested that Barbara Gordon would be well qualified for this position and she was asked to consider it. This will be on the Agenda for Old Business at the September Commission meeting.

### **OLD BUSINESS**

A letter from Mark Wycoff with example keyholing ordinance attachments from other Townships was passed out and the Commission was asked to review information for the purpose of discussion and rewriting our present Keyholing Ordinance.

Barbara Gordon was asked to be Project Manager and relay information back to Mark Wycoff on the four questions he asked to be answered at this Commission meeting.

RESPONSES TO AND COMMENTS REGARDING QUESTIONS RAISED BY  
MARK WYCKOFF ON THE KEYHOLING ISSUE IN GLEN ARBOR, MICHIGAN

1. Which of the following situations are you looking to address in new keyhole regulations?

We want to address Lake Michigan, the Glen Lakes, the Crystal River, public road ends and add Fisher Lake.

2. What regulatory elements found in ordinances of other communities do you like and why?

We like having a paragraph stating the intent of the section because it can be used to lay out the philosophy of the community in regard to the issue.

We like the requirement for site plan approval because it gives the Commission an opportunity to assure compliance with regulations.

We like the requirements for parking and sanitary facilities based on certain threshold guidelines, and with the right for the Planning and Zoning Commission to waive those requirements based on the specifics of the situation. This provides some flexibility. We also like the ability to require appropriate plantings/vegetation.

We like the ban on temporary housing and camping.

We support restrictions on and screening requirements for storage in order to protect the appearance of the area.

What elements do you not like and why?

We do not like the language in the Leland ordinance (18.23 G) because it is too subjective.

We did not identify any specific missing elements.

We believe that a revised ordinance could be successfully administered in Glen Arbor Township.

We did not identify any conflicts with the Future Land Use Plan.

3. What other issues, if any, do you think should be addressed with a revised anti-keyholing ordinance? Why?

Rental regulations need to be addressed, so that there are standards rather than relying on personal judgement.

4. What would constitute "overkill" in your opinion and should be carefully avoided as these provisions are crafted?

The provisions should not be too long!

5. What questions if any do you specifically want addressed in a document accompanying proposed regulations?

There should be an opening paragraph on the intent of the ordinance. We would also like clear definitions of certain terms, such as riparian and R1 zoning.

In addition to the preceding responses to the questions provided, we also need clarification on accessory buildings without a house, and future development on sites where multiple families currently access the lake through a small area.

## **PUBLIC COMMENTS:**

- Pam Houtteman-6296 Cottage Lane. LLC owner. Houtteman property touches the property in question and she asks what type of complaints we are getting regarding that property. She said she has not seen a lot of traffic on or about the property.
- Carol Schlueter-5695 Sheridan Lane. Ms. Schlueter is concerned about her property values decreasing due to a keyholing property.
- Mark Laughlin-6267 Cottage Lane. LLC owner. Mr. Laughlin feels that the value of the property could appreciate and the trail leading down to the waterfront is beautiful He gave a history of the purchase of the property sighting that the owner rather than the residents seeking out the purchase of the property approached them. All the ordinances in place were checked and the purchase met all the requirements as they (LLC) were represented by council.
- Mike Sutherland-6051 Crystal Bend Drive. Mr. Sutherland asked what initiated the keyholing moratorium. Would Oak Hollow be considered existing if a new ordinance was written? Lance responded that it was possible that a new ordinance would effect Oak Hollow.
- Carol Schlueter-5695 Sheridan Lane. Ms. Schlueter noted that Planning and Zoning ordinances need to protect property in the future.
- Ted Peterson-4529 W. Glen Eden Dr. Mr. Peterson inquired as to the status of the cell tower. Kent Kelly told him it was going into litigation because of the delay in moving it.
- Amy Peterson-4529 W. Glen Eden Dr. Ms. Peterson was concerned about the publishing of changes in policy or ordinances. It was stated by Lance that any substantial changes would be published.
- Nan Schanhals-6260 Cottage Lane. Ms Schanhals thanked the Commission for the work it is doing on this issue. She felt the LeBear situation has made the Sheridan Road residents more sensitive. She said it was not the intent of the LLC to provoke anyone. There have been no more than 8 people on the beach and they have been photographed which she feels is harassment.
- Mike Sutherland-6051 Crystal Bend Drive. Mike said he would be thrilled to have this property in question as his neighbor. He asked the Commission to "be careful what you fight for."
- Missi Missad-6320 Cottage Lane. Ms. Missad asked when the date the Township Board passed the moratorium. The answer was unavailable at this time.
- Amy Peterson-4529 W. Glen Eden Drive. Ms. Peterson asked if the moratorium was specifically designed to stop the keyholing of this Sheridan Road property. Lance replied that it can be applied to this situation and this is what probably brought about keyholing concerns.

## **COMMISSION MEMBER COMMENTS:**

Barbara Gordon stated that the present keyholing ordinance only deals with docks and boats and other issues need to be addressed now.

**ADJOURNMENT:**

Lois Saltsman moved the meeting be adjourned and Frank Wilcox seconded the motion.

The meeting was adjourned by Lance Roman at 10:00 PM

Respectfully Submitted

Dotti Thompson  
Recording Secretary  
Planning and Zoning Commission