

Approved

## GLEN ARBOR TOWNSHIP

Planning Commission  
Glen Arbor, Michigan 49636  
February 3, 2009

**CALL TO ORDER:** Chairman Lance Roman called the meeting of the Glen Arbor Township Planning Commission to order at 7:30 P.M.

**ROLL CALL:** Present were Frank Wilcox, Kent Kelly, Lois Saltzman, Jim Seeburger, Barbara Gordon, and Lance Roman. Jerry Geisler was absent.

**AGENDA:** The addition of the new business site plan review fee study by Kent Kelly.

**APPROVAL OF MINUTES** Jim Seeburger moved the minutes be approved as corrected. Frank Wilcox supported. The motion carried unanimously.

**CORRESPONDENCE:** A letter from Bill McLaughlin regarding restriction placed on view properties and a letter from David Watt regarding permission to install a wind turbine.

### **TOWNSHIP BOARD REPORT:**

Kent Kelly reported on the January 20 regular meeting of the Township Board and distributed copies of the minutes to members of the Commission. Of particular note was the increase of medical calls for the Emergency Services from 470 last year to 590 this year. The closing of the bridge at the Narrows has not been a problem with Empire fully functioning.

### **ZONING ADMINISTRATORS REPORT:**

Bob Hawley reported that there were no permits issued last month.

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

Barbara Gordon reported that there has not been a meeting of the ZBA.

### **PUBLIC COMMENTS:**

There were no comments made by the public present.

### **NEW BUSINESS:**

- The Planning Commission budget for 2009 was discussed and a motion to accept was made by Jim Seeburger and supported by Kent Kelly. Kent will submit the budget to the Township Board at their next meeting on February 9.
- The Windmill issue was discussed. Kent had a copy of the Cleveland Township ordinance regarding wind energy systems. Kent also had several informational handouts for Commission members to peruse before the next

meeting in March. Lance will have this issue on the agenda for the March Planning Meeting.

- Kent will take the *Memorandum of Understanding* to the Township Board. The Planning Commission recommends the Township Board execute this document.
- An ordinance provision in rough draft form was submitted by Attorney Dick Figura. In addition, Lance will edit the verbiage for a letter P. on Item 3 Site plans over multiple parcels. The language will be finalized at the March Planning Meeting and a date for a Public meeting will be set.
- Kent Kelly asked for discussion on a Fee Schedule for Site Plan Review. The Commission felt a fee was not appropriate since there is a cost of \$250 for a Land Use Permit. If a professional needs to be involved, the applicant would be responsible for any fees incurred.
- Bob Hawley would like an addition made to the rules for issuing Land Use Permits. Bob will provide verbiage and send it to Lance to be reviewed at the March Commission Meeting.
- Lance would like to take the time at the March meeting to get ready for a Public Meeting encompassing the above issues.

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**OLD BUSINESS:**

Kent spoke with Sara Litch regarding view properties. Sara, after conferring with her contact person in Vermont, reported to Kent that properties removing trees to make room for a building must replace trees with the same size plants as were removed.

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**PUBLIC COMMENTS:**

No discussion

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**COMMISSION MEMBER COMMENTS:**

No further comments.

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**ADJOURNMENT:**

Chairman Lance Roman adjourned the meeting at 8:50 P.M.

Respectfully submitted,  
Dotti Thompson  
Recording Secretary  
Planning Commission