

Approved

GLEN ARBOR TOWNSHIP  
Planning Commission  
Glen Arbor, Michigan 49636

July 7, 2009

**CALL TO ORDER:** Frank Wilcox called the meeting of the Planning Commission to order at 7:30 P.M.

**ROLL CALL:** Present were Frank Wilcox, Lois Saltsman, Jim Seeburger, Kent Kelly and Sue Nicols. Barbara Gordon and Lance Roman were absent.

**AGENDA:** Sue Nicols moved the Agenda be approved as presented and Kent Kelly supported. Motion carried unanimously.

**APPROVAL OF MINUTES:** Jim Seeburger made a motion to approve the minutes and Kent Kelly supported.

**CORRESPONDENCE:** Williams and Works letter looking for consulting work pertaining to wind energy.

**TOWNSHIP BOARD REPORT:**

Kent Kelly provided copies of minutes of the Township Board's June 16 regular meeting and the June 29 Special meeting.

Points of interest on June 16:

- Bill Batterson inquired about keeping one parking place open at the Garden.
- The Emergency Services continue to fill vacant positions.

Points of interest on June 29:

There was a lengthy discussion regarding combining emergency services in the County. The County Township supervisors are meeting in September to decide whether to pursue this issue.

**ZONING ADMINISTRATORS REPORT:**

Bob Hawley reported he issued 6 permits in June.

Hawley provided a site plan for the River Parking.

Bob got a letter from an attorney representing the River. A copy of the letter is filed with these minutes. The firm of Traverse Legal is questioning Bob Hawley's interpretation of offsite signage. Bob will respond appropriately and timely.

Bob met with the owner of Western Avenue Grill regarding the additional seating in the Game Room. They are in compliance; however, they do not have enough parking to cover outdoor seating. Hawley stated that only two restaurants have taken care of the parking to cover their outdoor seating.

**ZONING BOARD OF APPEALS REPORT:**

Barbara Gordon is absent.

## **NEW BUSINESS:**

1. Natural Hazards Mitigation Plan – request for approval.  
As per Kent Kelly:  
We have reviewed the Plan and see merit in some of the mitigation strategies. We suggest that we review in detail the list of action strategies and include these items appropriate to our area in our future work list. The issue of severe winter storm problem response would seem timely considering our current weather. In addition the issue of flood warning, flood response and Crystal River dam failure would also seem worth review.  
We find the creation of a permanent separate hazard mitigation planning group as picked and supervised by our Planning Commission to be unnecessary and cumbersome. Instead we suggest that our Commission focus one member on hazard mitigation and that our Commission reports hazard status and hazard resolution work to the Glen Arbor Township Board in a timely fashion as directed. We also feel it would be beneficial to discuss hazard mitigation with our Emergency Services Group in the near future.  
Please advise if additional activity on our part is deemed necessary.
2. Wind Energy Resource Zone Board proposal report – Kent Kelly:  
Due to the requirements for commercial windmills, Kent stated that we do not have an area that would be appropriate. The land requirements and height ordinance exclude the possibility of commercial windmills. Land areas in the National Park need to be addressed separately. Residential wind turbines are being addressed in our current zoning ordinance. Kelly wrote a letter which will serve as the Commission's reply to the Township Board. A copy of K. Kelly's letter is filed with these minutes. Lois Saltzman moved to use the letter as the reply to the Board and Sue supported.
3. Sign Ordinance revision proposal to prohibit vehicle signage:  
Jim Seeburger moved to adopt the proposed Ordinance change to Version 4.4 to prohibit vehicle signage. The Commission would like to move ahead with just one item for a Public Hearing on this ordinance change.
4. Heritage Group.  
Frank Wilcox reported the Heritage Group is working on Section 5.
5. Windmill discussion and feedback.  
Kent questioned whether the DNR or/and DEQ have jurisdiction over the Crystal River and Glen Lake.
6. Determine List of future topics of discussion for Old Business  
It was brought to the attention of the Commission that Mike Sutherland is launching tubes from his home on the Crystal River. Sue Nicols questioned the addition of another vehicle on the river and asked who has jurisdiction. Bob Hawley stated he will send a letter to Township attorney, Dick Figura regarding treating the tubes as a home occupation. Hawley stated it is not a Park issue since he is not launching them on park property. The issue of erosion was also something to consider.  
The issue of the River's classes and weddings need to be dealt with separately.

**OLD BUSINESS:**

The Commission would like Barbara Gordon to represent Glen Arbor with the Glen Lake Association. Barbara will be contacted so she can become active.

**COMMISSION MEMBER COMMENTS:**

The Planning Commission by a motion from Lois Saltzman and supported by Kent Kelly adopted the Township Board's scheduling policy.

The Policy reads:

In order to appear before the Glen Arbor Township Board, please notify the Township Clerk six days prior to the meeting.

Your written presentation will be given to each Board member, so they can review the material before the meeting.

An original and five copies must be delivered to the Township office by 4:00 PM, the Wednesday before the Town Board meeting. Regular meetings are scheduled on the third Tuesday of each month.

Not following this procedure will result in a delayed response to your request. Thank you for your consideration and cooperation with this procedure.

The wording for this Policy will be adjusted accordingly and should be added to By Laws. It was determined that adopting this policy does not need to go before a Public Hearing.

Kent questioned curb side retailing. Bob Hawley stated permits would be required and that he turned down one for t-shirt sales and one for a hot dog wagon this spring. Kent expressed a desire to have parking regulations and have them enforced by a deputy. Lois would like to see signage for no overnight parking.

Kelly brought Jerry Geisler's Planning Commission records for anyone that would like them.

**PUBLIC COMMENTS:**

Bonnie Quick said she is glad the Commission has accepted the agenda scheduling policy and is glad to see the work being done on wind turbines.

**ADJOURNMENT:**

Vice Chairman Frank Wilcox adjourned the Planning meeting at 8:50 PM.

Respectfully submitted,  
Dotti Thompson  
Recording Secretary  
Planning Commission