

## **Approved**

### **GLEN ARBOR TOWNSHIP**

Planning Commission

Glen Arbor, Michigan 49636

March 2, 2010

#### **CALL TO ORDER:**

Vice Chairman John Pepler called the meeting to order at 7:40 PM

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#### **ROLL CALL:**

Present were: Bill Stege, Sue Nichols, Fred Missad, Kent Kelly, and John Pepler. Lois Saltzman and Lance Roman were absent.

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#### **AGENDA:**

Kent added a letter from Attorney Dick Figura regarding the commercial property project permits. Fred moved to approve the agenda with additions and Kent supported.

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#### **APPROVAL OF MINUTES:**

By a motion made from Fred Missad and supported by Bill Stege, the minutes were approved with corrections.

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#### **CORRESPONDENCE:**

There was no correspondence.

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#### **TOWNSHIP BOARD REPORT:**

Kent Kelly reported on the February 11, 16 and 23<sup>rd</sup> Glen Arbor Township Board meetings and copies of the minutes were provided to Commission members.

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The February 11 meeting was a budget workshop.

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The purpose of the February 23 special meeting was for follow up budget discussion and to appoint a person to the Heritage Route Committee as the Glen Arbor representative. Sharon Oriel was the appointee. Further discussion at the February 23<sup>rd</sup> meeting involved information on recycling bins. The bins will be purchased by Glen Arbor merchants with name recognition engraved on each bin and Ihme will empty at an additional cost to the Township.

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The regular meeting of the Township Board was held on February 16. Of particular note:

- Two new firefighters have been hired. Emergency Services now has a full roster.
- Based on the wage and salary committee report there will be a freeze on the salaries for each elected official.

- Daniel Schillinger representing Leelanau conservation Department spoke on Phragmites, and invasive plant. Glen Arbor Township does not have this plant.

A copy of these Township Board minutes is filed with the March Planning Commission minutes for perusal.

#### **ZONING ADMINISTRATORS REPORT:**

Bob Hawley reported he issued no permits in February.

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

There were no meetings of the ZBA in February.

#### **NEW BUSINESS:**

1. *Review of proposed Street vendor ordinance.*

Bill Stege obtained definitions of Street vendors on the internet and provided commission members copies of his definitions and his suggestions for definitions to be used on a proposed ordinance. Lance drew up a proposed ordinance using Stege's research. A motion was made by Stege to add this proposed ordinance to Item 3 Section VIII.2 using the Street vendors and Person definitions. Kent Kelly supported and the motion carried unanimously. This proposed ordinance will be bundled with other future ordinance additions or changes.

2. *Status of the proposed vehicle signage ordinance.*

Kelly reported that a meeting will be scheduled with the Planning Commission, Township Board and the Sign Committee to discuss this proposed ordinance.

#### **OLD BUSINESS:**

- *Encourage the use of natural vegetation strips along shorelines, and link to new Township wetland regulations.*

Rob Karner will be invited to a future meeting to provide guidance.

- *Add hillside development standards to prevent erosion, retain natural vegetation and prevent unsightly development. Consider tree clearing and grading regulations that prohibit such activity prior to review of an application for site plan or other zoning approval.*

Fred Missad has been consulting with Sarah Litch and was provided with a great deal of information on hillside development. The Glen Lake Association has now included shoreline development along with their ridgeline interests. Copies of the information Ms. Litch provided were given to Commission members to review and will be discussed at the April Commission meeting. Absent members will receive this information before the April meeting.

- *Develop and adopt uniform lake regulations for the Glen Lakes based on Empire Township's recent regulations, including strengthening keyhole regulations.*

Kelly provided a report on the differences in Glen Arbor and Empire's Glen Lake waterfront requirements. Glen Arbor has waterfront lot requirements only for

keyhole lots and no specific requirements for single family waterfront lots. Discussion on the subject with Bob Hawley determined verbiage on these requirements may have been lost when the keyholing ordinance was put in place. Kelly's document will be kept as a reference for future discussion. Absent members will receive a copy.

- *Minimum building square footage for business use.*

Sue Nichols will discuss this subject with Fire Chief John Dodson, do some research into permits required and provide an idea for minimum square footage for buildings. Verbiage stating that accessory buildings can only be used for storage could be included. Sue will report on this topic at the April Commission meeting.

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**PUBLIC COMMENTS:**

No members of the public were present.

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**COMMISSION MEMBER COMMENTS:**

Kent Kelly distributed Attorney Dick Figura's rewrite of the proposed ordinance amendment regarding commercial enterprises. Absent members will get copies and it will be discussed at the April Commission meeting.

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John Pepler defined a *fact finding procedure* as a procedure determining where a hardship is involved. Measurements and pictures are taken and documented by the ZBA. Pepler stated that hardships are generally something Government has created.

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**ADJOURNMENT:**

Vice Chairman John Pepler adjourned the meeting of the Glen Arbor Planning Commission at 9:00 PM

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Respectfully submitted  
Dotti Thompson  
Recording Secretary  
Planning Commission