

Approved

GLEN ARBOR TOWNSHIP  
Planning Commission  
Glen Arbor, Michigan 49636  
November 11, 2008

**CALL TO ORDER:** Chairman Lance Roman called the meeting of the Glen Arbor Township Planning Commission to order at 7:29 PM.

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

**AGENDA:** Approved as written

**APPROVAL OF MINUTES:** Jim Seeburger moved to approve the minutes of the October meeting. Frank Wilcox supported and the motion carried.

**CORRESPONDENCE:**  
There was no correspondence

**TOWNSHIP BOARD REPORT:**

Kent Kelly presented the October 21 Township Board minutes for the Commission members to peruse. Kent pointed out that so far there has been in excess of \$80,000. donated toward the garden/washroom project. A copy of Township Board minutes are filed with the Planning minutes.

**ZONING ADMINISTRATORS REPORT:**

Bob Hawley reported that he issued two permits last month. Copies are attached to these minutes.

**ZONING BOARD OF APPEALS REPORT:**

Barbara Gordon reported that the Board of Appeals did not meet in October.

**NEW BUSINESS:**

1. Road End Closing for Mike Sutherland  
Copies of a memorandum from Attorney Dick Figura to Kent Kelly were mailed to Commission members prior to the meeting. The Township Board asked the Planning Commission to make a recommendation regarding retaining or relinquishing a road easement across one of Mike Sutherland's commercial property parcels, part of a group of parcels that contain the miniature golf course. After discussion among Commission members and Mike Sutherland, the consensus of opinion of the Commission was to remand the decision the Leelanau County Road Commission with comments to retain the easement as part of the Township public asset inventory or to sell the easement to the commercial property owner. Kent will take the recommendation to the Township Board at their November 18 meeting.
2. Updated site plan of miniature golf course.

The site plan was reviewed by the Zoning Administrator, Bob Hawley. Bob determined that the site plan is acceptable and has 26 parking places accounted for. The setbacks are also correct. Lance pointed out that the irregularity the site plan presents is that it encompasses multiple parcels and if one or more of the parcels is sold, the site plan becomes invalid. Mike Sutherland agreed to provide three more copies of the site plan to the Planning Commission by its December 2 meeting. Mike will review prior Commission minutes to determine whether 23 or 26 parking places were required.

3. A *Memorandum of Understanding* was presented to the Commission by Mike Sutherland from his Attorney to address the multiple parcel/parking requirement. Lance will forward this paper for review by township attorney.

4. Discuss changes for site plan review on uses across multiple lots. Lance presented an addition to the Zoning Ordinance Version 4.3 pertaining to Site Plans. Section XIV.7.P. Lance will have attorney Dick Figura review and make recommendations.

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**OLD BUSINESS:**

Old business discussions will be held over until the December Commission meeting.

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**PUBLIC COMMENTS:**

There were no public comments.

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**COMMISSION MEMBER COMMENTS:**

Jim Seeburger has spoken with Bill and Susan Vogel regarding a proposed path from State Street to Pine Street. Jim would like to pursue plans to see this project to fruition. The Commission members agreed it was a worthwhile project. Kent Kelly will take the recommendation to the Township Board.

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**ADJOURNMENT:**

Lance adjourned the meeting of the Glen Arbor Township Planning Commission at 8:50 PM

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Respectfully submitted,  
Dotti Thompson  
Recording Secretary  
Planning Commission