

Approved

GLEN ARBOR TOWNSHIP

Planning Commission
Glen Arbor, Michigan 49636
January 9, 2013

CALL TO ORDER:

Vice Chairman Fred Missad called the meeting of the Planning Commission to order at 7:45 P.M. The meeting was held at Paul Walters home.

ROLL CALL:

Present were, Bill Stege, Fred Missad, Paul Walters, Kent Kelly, Bob Imme and John Peppler. Zoning Administrator Tim Cypher was also present.

AGENDA

Approved as amended.

APPROVAL OF MINUTES:

The minutes of the December meeting were approved as corrected on a motion from Walters and supported by Peppler.

CORRESPONDENCE:

None

TOWNSHIP BOARD REPORT:

Minutes of the December 17 regular meeting were provided by Kelly.

ZONING ADMINISTRATOR REPORT:

Zoning Administrator Cypher issued 3 land use permits in December.

ZONING BOARD OF APPEALS REPORT:

None

PUBLIC COMMENTS:

None

BUSINESS:

The election of officers was postponed until the next meeting.

The regular April 3, 2015 planning meeting is being moved to Thursday, April 10 2015.

A discussion regarding expanding the planning commission and making it more diverse followed. Peppler reported that the commission can be up to 9 members. Missad suggested we should add younger and female members. Kelly thought that all areas of the Township could be represented.

Cypher reported that the revised Master Plan was formally approved and adopted. A discussion of a new Master Plan was discussed. Stege admitted he would be responsible and he is contacting professionals. Cypher said he thought a questionnaire

was a good idea and he had samples. We could also use the professional planner to advise on zoning changes in the future.

Cypher reported he had a discussion with John Soderholm to review Cypher's responsibilities. Cypher will concentrate on Zoning Administrator work and not act as a planner.

Cypher passed out a draft of a new PROCEDURES FOR SITE PLAN & PLOT PLAN REVIEW to be studied for discussion next meeting.

Punch List of proposed new topics from Version 4.6 to 4.7 was reviewed

1. Review of zoning maps to make sure that we are using the current maps - in process
2. Review of Definitions, clarify for example fences, walls, and decks are not considered structures in our ordinance - in process
3. Clarify that setbacks should be measured from drip line or eave edge
4. Site Plan Review requirements need an updating & clarified
5. Vacant land use with RV and camping use needs a review and discussion - in process
6. Signage review
7. Temporary buildings (kiosks) and temporary uses in all zoning districts (i.e. food trucks and outside vendors) – covered under an ordinance as well as health department and construction code permits – scratch from punch list. Cypher will get pertinent regulations from Health Dept and County pertaining to these structures.
8. Height requirements possible average
9. Review non-conforming ordinance section
A business or use that has been stopped for over a year can lose their non-conforming unless they have had a plan to reopen in place.
10. ISO rating ordinance for Site Plan Review standards
12,000 sq ft is the state level threshold for sprinkler systems. Township Attorney Dick Figura is researching this item and his opinion is forthcoming.

COMMISSION MEMBER COMMENTS:

None.

ADJOURNMENT:

Missad adjourned the meeting of the Glen Arbor Planning Commission at 9:00 PM

Respectfully Submitted
Bill Stege
Secretary
Planning Commission