

Approved

GLEN ARBOR TOWNSHIP
Planning Commission
Glen Arbor, Michigan 49636

June 5, 2014

CALL TO ORDER:

Vice Chairman Fred Missad called the meeting of the Planning Commission to order at 7:30 P.M.

ROLL CALL:

Present were, Bill Stege Fred Missad, Bob Ihme, Kent Kelly, Paul Walters and John Pepler. Chairman Lance Roman was absent.

AGENDA:

Approved by a motion made by Pepler and supported by Walters with the correction of the Williams & Works name.

APPROVAL OF MINUTES:

The minutes of the May meeting were approved by a motion made by Kelly and supported by Pepler.

CORRESPONDENCE:

A memorandum from the Northwest Michigan Council of Governments the statewide Regional Prosperity Initiative

TOWNSHIP BOARD REPORT:

Kent Kelly provided minutes from the May 20 Township Board Meeting for perusal by Commission members.

ZONING ADMINISTRATORS REPORT:

Tim Cypher's report to follow

ZONING BOARD OF APPEALS REPORT:

There is a hearing pending awaiting further information.

BUSINESS:

1. *Master Plan schedule and consultation by Williams & Works*

Andy Moore took the Commission through the process of updating the Master Plan. He indicated that the process will take approximately one year and he expects to have most of the base work done by Labor Day. Andy will then plan to have a draft done by Christmas. A copy of the Draft plan will be distributed to the appropriate locations and there will be a 2/1/2 month waiting period for replies and comments.

Dates have been set for the Visioning meeting at the Town hall on Tuesday, July 22 and the open house on Wednesday, August 20. A mail survey will precede the two

public events. Bill Stege will assist with preparing the survey. Andy will email the Commission members with input for the survey. Stege will provide email addresses.

The planning of all events and responsibilities fall on Williams & Works. Attendance by Commission members and Board members is helpful but not required. Andy asked for some of the subjects he should be particularly interested in addressing and Commission members offered the following:

Parking,

The character of Glen Arbor, (preservation of quaint community)

Water quality (contact the Glen Lake Association).

Clear cutting and ridge land building

RV housing

Commission members will contact Andy with other concerns as they appear.

The future Master Plan will have three main chapters two of which will be:

Future land use

Implementation

Williams & Works will schedule six one on one interviews with the individuals suggested by JP and Ihme. These interviews will take place by the end of June.

Williams and Works will contact the Glen Lake Association, Glen Lake Chamber of Commerce, the Homestead, and the National Park for interviews and input on the area.

Williams & Works will handle placing all ads in papers and flyers.

The following items will be discussed at future meetings.

2. Review proposed item 4 changes
3. Discuss and include definitions for site and plot plans
4. Discuss punch list items as needed or updated (time permitting)

PUBLIC COMMENTS:

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COMMISSION MEMBER COMMENTS:

.JP moved that we do not have regularly scheduled planning meetings in July and August. Bob Ihme supported. Work sessions will be called based on necessity.

ADJOURNMENT:

Vice Chairman Fred Missad adjourned the meeting at 9:05 PM

Punch list of proposed new topics from Version 4.6 – 4.7

1. Review of zoning maps to make sure that we are using the current maps – Tim
2. Review of Definitions, clarify for example fences, walls, and decks are not considered structures in our ordinance.
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
6. Review entire ordinance to limit subjectivity and loopholes
7. ISO rating ordinance for Site Plan Review standards

Respectfully Submitted
Dotti Thompson

Recording Secretary
Planning Commission

UNAPPROVED