

Approved

GLEN ARBOR TOWNSHIP
Planning Commission
Glen Arbor, Michigan 49636

March 6, 2014

CALL TO ORDER:

Chairman Lance Roman called the meeting of the Planning Commission to order at 7:30 P.M.

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ROLL CALL:

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

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AGENDA:

.New master plan 2.5

APPROVAL OF MINUTES:

Pepler moved to accept the minutes of the February Commission meeting and Stege supported. The motion passed unanimously.

CORRESPONDENCE:

No correspondence

TOWNSHIP BOARD REPORT:

The minutes of the February 18 Township Board meeting were distributed for perusal to the Planning Commission by Kelly.

Kelly highlighted the following:

Chief John Dodson received certification as Instructor II in the state. He is one of only 14 in the state.

Four paramedic promotions are slated for April 1.

The Township Board is considering septic tank point of sale inspections

The Township Board approved the Commission's recommendation to rezone three parcels from residential to business.

ZONING ADMINISTRATORS REPORT:

Tim Cypher presented the site plan for Paul May's proposed building. A small issue regarding set back arose and will require May/Hurlin to move back 10 feet out of MDOT's right away.

Pepler moved that the Planning Commission approve the Paul May February 13, 2014 application for a commercial building located at 5964 Ray Street. Ihme supported and the motion carried unanimously.

Paul May suggested that perhaps it would be good to approach MDOT for a change on setbacks in commercial zones.

Cypher reported that he issued 1 land use permit in February.

ZONING BOARD OF APPEALS REPORT:

No meeting held and none planned

PUBLIC COMMENTS

BUSINESS:

1. Review proposed Item 4 changes.
Cypher presented an extensive draft for procedures for site plan and plot plan review. Work on defining this draft will begin at future Commission meetings.
2. Discuss and include definitions for site and plot plans
Plot plans are for residential use.
Site plans are for commercial use
- 2.5 Rewrite Master plan
Stege contacted Mark Wycoff for references for a professional to aid in updating the five year Master Plan. Stege suggested Main Street Planning and Williams and Works out of Grand Rapids and will attempt to schedule ½ hour interviews with them for the April Planning Meeting.
3. April 10 rescheduled meeting for snowbirds
4. Discuss punch list items as needed or updated

PUBLIC COMMENTS:

COMMISSION MEMBER COMMENTS

ADJOURNMENT:

Chairman Lance Roman adjourned the meeting at 9:25 PM

Punch list of proposed new topics from Version 4.6 to 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