

Approved

GLEN ARBOR TOWNSHIP  
Planning Commission  
Glen Arbor, Michigan 49636

May 1, 2014

**CALL TO ORDER:**

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

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**ROLL CALL:**

Present were: Kent Kelly, Fred Missad, John Pepler, Bob Ihme, Bill Stege and Lance Roman. Also present was Tim Cypher the Zoning Administrator.

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**AGENDA:**

Approved as presented.

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**APPROVAL OF MINUTES:**

Kelly moved the minutes of the April 10, 2014 meeting be approved as written and the motion was supported by Missad. The motion passed unanimously.

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**CORRESPONDENCE:** None

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**TOWNSHIP BOARD REPORT:**

Kelly reported on the April Township Board Meeting.

The fire Department annual physicals went well with some showing marked improvement.

Purchase of a piece of property near Boones that could be used for parking is being considered.

The National Park is reluctant to allow the fire Department to practice life saving in the Park. Soderholm will meet with them.

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**ZONING ADMINISTRATORS REPORT:**

Zoning Administrator, Tim Cypher, reported that he issued 2 permits in April.

He met with the new tenant of Barbs Bakery on their proposed plans.

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**ZONING BOARD OF APPEALS REPORT:**

Pepler reported there were no hearings and none are scheduled at the present time.

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**BUSINESS:**

1. Presentation for Master Plan update by MainStreet Planning.  
Tim Johnson, owner of MainStreet Planning, presented an overview of work that would be required to redo our present Master Plan for the next five year requirement.
2. Stege moved and Missad seconded that we hire William & Works to start working on a new Master Plan this summer. The motion passed unanimously.

We should have a special meeting to arrange exactly what we wanted Williams & Works to do for us.

3. A discussion of the draft of Procedures for Site and Plot Plan Review was tabled until next month.

**PUBLIC COMMENTS:** None

**ADJOURNMENT:**

Chairman Lance Roman adjourned the meeting of the Planning Commission at 9:35 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 and clarified
5. Vacant land use with RV and camping use needs a review and discussion  
JP took care of campground items in May of 2013. Lance will complete and formalize the pertinent ordinance.
6. Review entire ordinance to limit subjectivity and loopholes
7. ISO rating ordinance for Site Plan Review standards

Respectfully submitted,  
Bill Stege  
Planning Commission Secretary