

## GLEN ARBOR TOWNSHIP

Planning Commission  
Glen Arbor, Michigan 49636

November 4, 2021

### **CALL TO ORDER:**

The meeting of the Glen Arbor Planning Commission was called to order at 7:30PM by Chairman Lance Roman

### **ROLL CALL:**

Present were: Lance Roman, Bill Thompson, Michael Plessner, John Pepler, and new members Jeff Gietzen and Andy Dotterweich. Bob Ihme was absent.

### **PLEDGE OF ALLEGIANCE;**

### **APPROVE AGENDA:**

The agenda was approved as presented.

### **MEMBER CONFLICTS OF INTEREST:**

Jeff Gietzen on the Agenda for Northwoods Hardware indicated that he had a conflict of interest. PC discussed and found that there was a conflict since Gietzen has ownership interest in property that is subject of agenda's site plan review.

**Pepler made a motion that Gietzen recuse himself from discussion and voting on agenda item site plan review. Motion support by Thompson, carried unanimously.**

### **APPROVE MINUTES OF JUNE MEETING AND PUBLIC HEARING**

**The minutes of the regular June Planning meeting were approved by a motion from Pepler and supported by Thompson. Motion carried.**

**The minutes of the June Public Hearing were approved by a motion from Pepler and supported by Thompson. Motion carried.**

### **CORRESPONDENCE:**

Letters regarding the bike trail and the Water Shed were received and emailed to Commission members. Copies are available through the Township Office.

Roman noted the letters regarding the Water Shed were in opposition.

### **TOWNSHIP BOARD REPORT:**

Pepler reported that he is a nonvoting Township Board Representative of the newly formed Cemetery Advisory Board. The Cemetery Advisory Board is comprised of Diane Calsbeek Secretary/Treasurer, Linda Dewey Chairman, and Susan Johnson, Terry Myers and Amy Peterson.

The Cemetery Board is presently getting bids for tree removal for trees inside the cemetery and others outside.

The Township Board will be reviewing all ordinances throughout the year with the purpose of updating or removal (if no longer relevant). The Land Division Ordinance, which has been revised, was presented to the PC since it is relevant, as information, for planning purposes.

### **ZONING ADMINISTRATORS REPORT**

Cypher unable to attend so Gietzen presented the Site Plan for the Northwood Hardware project. Most of the approvals have been met but still waiting for the Health Department and Conservation Department's approvals. The Landscaping and exterior lighting will be addressed by the Planning Commission. Cypher had a conversation with Roman, indicating that the plan was ripe for PC approval.

**A motion to approve the Site Plan subject to final related department approvals was made by Pepler and supported by Thompson. Roman aye, Thompson aye, Dotterweich aye, Plessner aye, Pepler aye, Gietzen abstain. Motion carried.**

### **ZONING BOARD OF APPEALS REPORT:**

A member of the Planning Commission has not yet been appointed to the ZBA so no report was available.

### **BUSINESS:**

1. Recap of the November 25/26 MTA Meeting  
Roman, Gietzen and Ihme in person, Plessner and Dotterweich on Zoom attended a 2 day training session by the Michigan Township Association in Frankenmuth. Gietzen has handouts that are available if anyone is interested in having them.
2. Final review and adopt GAPC bylaws  
Gietzen commented on Section 6 F. Parliamentary procedure shall be informal. Pepler added if there is a conflict then the Commission should revert to Roberts Rules of Order. The last sentence in Section 6 F will be removed as per this discussion as being irrelevant.. **A motion from Plessner to approve the amended Glen Arbor Planning Commission Bylaws and supported by Gietzen. Roman aye, Thompson aye, Plessner aye, Gietzen aye, Pepler aye, Dotterweich aye. Motion carried.** Pepler commented a clean copy will be provided for the website.
3. Presentation and review of township land split ordinance – JP  
Roman ‘This will not require any action on the Planning Commission part just an educational review to provide input to the Township Board.’  
Pepler commented that people should not be allowed to make useless parcels when splitting up lots. Lot size dimensions must be at a 4 to 1 ratio. Pepler: Should not be allowed divide platted subdivision lots. The Commission discussed and Pepler will clean up verbiage.
4. Review Watershed District proposal:  
Rob Karner commented that the Watershed Committee has been working with Cleveland Township and Empire Township and would like

uniformity before coming back to Glen Arbor Planning. Empire Township Board has sent the Watershed back to its Planning Commission. It will be on our agenda for December.

5. Review Township Board comments for Single Family Dwellings in business: the Zoning Administrator will join this review at the next meeting so this item will be on the December Agenda. Patricia Widmayer questioned when the Commission will revisit the proposed change in the Single Family Dwellings in the Business District as the Chamber of Commerce is not in favor of the change in this Ordinance. Roman commented that the Commission has approved this change and the Township Board has send it back to the Commission for comments. When the Planning Commission makes their comments it will go back to the Township Board where it will be either approved or dropped. Roman indicated that it will be the next agenda item, at the next PC meeting after discussion of the Watershed topic.
6. Review ordinance update proposals (Hold for future agenda)
  - a. Relaxing off street parking in Business District
  - b. Fences as structures review
7. Ordinance review sub-committee update (Hold for future agenda)

**PUBLIC COMMENTS:**

**COMMISSION MEMBER COMMENTS:**

Gietzen is in favor of a list of questions that might be discussed in the future.

**ADJOURN:**

The meeting of the Glen Arbor Planning Commission was adjourned by Chairman Lance Roman at 9:30 PM.

Respectfully Submitted  
Dotti Thompson  
Recording Secretary  
Planning Commission