

Approved

GLEN ARBOR TOWNSHIP  
Planning Commission  
Glen Arbor, Michigan 49636

March 7, 2024

**CALL TO ORDER:**

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

**ROLL CALL:**

Lance Roman, Bill Thompson, Andy Dotterweich, Bob Berlacher, and Bob Hawley. Bob Ihme and Dave Burton were absent.

**PLEDGE OF ALLEGIANCE:**

Performed

**AGENDA:**

Approved as presented.

**MEMBER CONFLICTS OF INTEREST:**

There were no member conflicts

**APPROVE MINUTES OF PREVIOUS MEETING:**

**The minutes were approved as amended by a motion from Thompson and supported by Hawley. The motion carried.**

**CORRESPONDENCE:**

A letter to Glen Arbor Planning Commission was received from Empire Township regarding notification of Master Plan review.

Dotterweich received a letter concerning an Oak Street property. Dotterweich forwarded the letter to Zoning Administrator Cypher.

**TOWNSHIP BOARD REPORT:**

- Hawley reported that the new fire truck will be delivered this week.
- The Glen Lake Association sent a request that it needs help with lake clean up.
- Hawley provided information on shipping containers for use as homes or businesses. The Commission will put this item on the agenda to be discussed at a later date.
- The Fire Chief has concerns about the safety of igloos with inside heaters.

## **ZONING ADMINISTRATORS REPORT:**

Z.A. Tim Cypher was not present

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

Dotterweich reported that the ZBA meeting had a glitch in the recorder so the meeting could not be recorded. The ZBA adopted the Township policy that recordings of minutes not be kept passed the approval of the minutes. Dotterweich commented that audio recordings are not an official record, only kept to aid the recording secretary to compose written minutes..

## **PUBLIC COMMENTS:**

No audience present.

## **BUSINESS:**

- 1) County review of GAPC proposed content neutral Ordinance changes:  
The County voted to approve albeit some typos. Roman will edit and forward to the Township Board.
- 2) *Review GAPC budget*  
The Commission reviewed the Planning budget from prior years. Roman indicated that the most difficult item to determine is legal fees.  
The 2024-2025 Budget hearing is March 30. The Budget is set by the Township Clerk and Supervisor and approved by the Township Board.
- 3) *Master Plan review*  
Cypher will provide a check list of items to review. Roman will send a notice of intent to adjoining townships, railroads, and utilities..  
The Master Plan is reviewed every five years and there is no deadline to complete the review.  
The Commission discussed.  
Dotterweich to read through and put track changes and comments in areas to discuss.
- 4) Ordinance items to review,
  - a. *Rules applying to Text -*  
Cypher provided samples from other townships.  
The Commission discussed and suggested the Township Attorney should review. Hawley will review for discussion at the next Commission meeting in April.
  - b. *Combining zoning districts*  
Cypher is interested in looking at this.  
The Commission will discuss at April meeting when Cypher is present..
  - c. *Fences*  
The Commission discussed fence heights and placement.  
Hawley would like a specific section on fence regulations or overall

description as part of the Definitions section.  
Berlacher will look into the current fence ordinance and discuss at  
April Commission meeting.

- c. *Keyholing*  
This item will be on the April Agenda for further discussion
- d. *Accessory buildings*  
No comments.
- e. *Accessory Dwelling Units (ADU) and Frogs*  
No comments.
- f. *Solar and wind*
- g. No comments.

**PUBLIC COMMENTS:**

There was no audience in attendance.

**COMMISSION COMMENTS**

No further Commission comments

**ADJOURN:**

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

Respectfully Submitted  
Dotti Thompson  
Recording Secretary  
Planning Commission

APPROVED