

CORRECTED

**GLEN ARBOR TOWNSHIP
Zoning and Planning Commission
Glen Arbor, MI 49636**

April 2, 2002

REGULAR MEETING

The meeting of the Glen Arbor Zoning and Planning Commission was called to order by Chairman Lance Roman in the Glen Arbor Town Hall Meeting Room at 7:31 p.m. those present were: Lance Roman, Kent Kelley, Suzanne Wilson, Frank Wilcox, Bill MacLachlan and Jim Seeburger. Paul Maurer and John Pepler were absent.

April 2, 2002 Z & P Agenda

The Review of sub-committee appointments was eliminated from the agenda per Lance Roman. Kent requested that we add "The Review of the Cleveland Township Masterplan" and "Open Space Comments from the State" to New Business. Jim moved to approve the agenda as amended and Kent seconded -- All in favor.

CHANGES OR DELETIONS TO MINUTES:

March 5, 2002 Regular Meeting

Kent Kelly moved to approve the March 5, 2002 minutes as presented, Jim Seeburger seconded -- all in favor

CORRESPONDENCE - Lance Roman

- 1) **A letter was received from the Friends Of the Crystal River noting their anticipation of acquiring the Oxbow Project**
- 2) **Leelanau Planning Commission sent a notice of approval for the 3 amendments submitted to them**

TOWNSHIP BOARD REPORT - Kent Kelly

Kent Kelly reported from the Regular Township meeting held on the 19th of March:

- 1) The Glen Arbor Township Board minutes will be on the Township web site in the near future.
- 2) Phase 3 of the Streetscape project was approved by M-DOT.
- 3) Leelanau Conservancy requested approval for acquiring a second source of funding for the Oxbow Project.
- 4) The Glen Arbor Fire Station Disposition Committee is scheduled to meet April 9th at the township hall at 1 p.m.
- 5) The Glen Arbor Township Supervisor is looking at a bond issue for the new fire hall.
- 6) The Leelanau County Road Commission is going to resurface Fisher Road this summer.
- 7) 675 and Westman road will be upgraded to accommodate a by-pass for the M-22 Bridge renovation project.
- 8) The Arbor Pines Road is on the County's paving list
- 9) If the Fire Station is moved the phone tower will go with it.
- 10) Kent Kelly and Bill Thompson were asked to make proposals for the boat ramp.
- 11) Leelanau County Road Commission said they would improve M-22 from Glen Arbor to the Narrows bridge.

ZONING ADMINISTRATOR'S REPORT- Bob Hawley

Bob noted that he issued 6 land use permits March

Owner	Contractor	Project
1) Liz Edwards	Steve Betts	Deck Replacement
2) Charles Hicks	Alden Smith	Residential Addition
3) Ted Peterson	Ted Peterson	2 Car Garage
4) Don Seilaff	Don Seilaff	Single Family Residence
5) Sutherland Const.	Sutherland Const.	Single Family Residence
6) M & D Melville	Dan Sheffer	Residential Addition

Lance questioned Bob as to any issues he has found with the Zoning Ordinance. Bob noted that he has been keeping track of ambiguities as he finds them and Lance noted that this would be put on the Agenda soon.

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ZONING ADMINISTRATOR'S REPORT Cont.**Site Plan Review - Western Avenue Grill**

Bill Miltz presented a proposal for enclosing an existing deck area at his Glen Arbor Restaurant-The Western Avenue Grill.

Bob handed out some information of the last Site Plan Review that was done for the Western Avenue Grill in 1998. Bob noted that he had counted the seating at the Western Avenue Grill and reports that 3 fewer seats will result from the proposed remodeling. The Z & P Commission reviewed the presented plans and Bill Miltz answered questions. Bob noted that as far as the parking issue is concerned, he and the fire Chief inspected the property and noted that the right of way is obstructed by the current parking configuration.

Bill Miltz noted that there is no reason for a fire truck to be back there as the Warnes' have another access to their property. Discussion ensued as to the parking issue. Bill Miltz noted that he is not adding any seats and that the two buildings to the West of his restaurant are actually encroaching on his property thereby limiting the width of the access to the parking area. Kent noted that he wanted to have the presented parking plan on file. Lance noted that Z & P wanted a base line number for the parking as well as a hard count of the seats for the record. Jim Motioned to approved the proposed site plan (with no additional seating) contingent on the applicant furnishing documentation as to the number of seats in the restaurant, a detailed drawing of the parking spaces and a determination from the appropriate authority as to the legality of parking on the existing septic field, Bill seconded -- all in favor.

ZONING BOARD OF APPEALS REPORT

No Information available

OLD BUSINESS**Glen Arbor Township Application Form**

Lance questioned Bob Hawley as to his thoughts on the form. Bob noted that he finds no fault with the form. Jim motioned to approve the Glen Arbor Township application as is, Suzanne seconded - all in favor.

Zoning Map Review - Frank Wilcox

Frank noted that the sub committee meeting on 20th of March resulted in making changes to an additional 200 parcels (unbeknownst to the members). Kent noted that another sub-committee meeting would need to be scheduled. It was discussed and it was decided to have the meeting at the Glen Arbor Township Hall at 6:30 p.m. on April 11th, 2002. Zoe was asked to post meeting notices.

NEW BUSINESS**Recycling Location For Glen Arbor Township**

Lance noted that Miles Kimmerly Park refused to allow the Recycling facility on their property. Lance questioned the members as to their thoughts. A letter from Trudy Galla, the planning Director, questioned the feasibility of placing the facility at the South end of Pine Street. John Soderholm noted that the parking issue might conflict with that idea. Other options are being explored. John S. noted that he would like a recommendation for a G.A. Township site, from Zoning and Planning. Bill motioned to advised the Township Board that Z & P finds the Pine street location for the recycling bins unacceptable and no other site appears viable, Jim seconded -- all in favor.

Paving of Wheeler Road Between Cheney and Trumble

Bill noted that he had been on that road recently and it is in terrible shape. John Solderholm noted that Cleveland Township is willing to participate in the repaving project. Lance noted that he will call Bill Hollenbeck and let him know that it will be taken care of next year (2003).

Cleveland Township Master Plan

Kent noted that he had reviewed it and was impressed. He noted he saw no conflict between their master plan and that of Glen Arbor Township and drafted a letter to them to that effect that Lance would forward.

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NEW BUSINESS Cont.

Open Space

Kent noted that Glen Arbor Township is too small in population to be required to comply with the State requirements, but we have Open Space Zoning in place anyway. He also noted that there is a new "Contiguous Law" which requires a Township to notify any contiguous townships should you plan to change or modify your masterplan.

SUB-COMMITTEE REPORTS

Zoning

ZBA criteria moved to May Agenda.

Transportation

Suzanne Wilson was put in charge of a new road priority list.

Master Plan

Resting--To Be Put on June schedule for review.

Capital Improvements

The Township is looking for new bids for re-siding and re-roofing of the Glen Arbor Township Hall. John S. noted that the roof needs to be re-designed before bids can be taken. John will get new plans and bring it to the Capital Improvements Sub-Committee. Bill questioned the elimination of the "Cold Roof" part of the old roof plans; John noted that cost was the biggest issue.

PUBLIC COMMENT

No Public Attended

COMMISSION COMMENTS

None

Bill MacLachlan motioned to adjourn at 9:18 p.m. and Paul Maurer seconded -- All in favor.

**Glen Arbor Township Zoning and Planning Commission
E-Mail Address
April 15, 2002**

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