

APPROVED AS PRESENTED

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

March 4, 2003

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 7:30 p.m. Those present were: Lance Roman, John Peppler, Bill MacLachlan, Kent Kelly, Suzanne Wilson, Bill Olson, Frank Wilcox and Terry Gretzema. Jim Seeburger was absent.

APPROVAL OF AGENDA

March 4, 2003 Z & P Agenda

"Final Map Zoning Map Presentation" was added under "Old Business". John Peppler moved to approve the agenda with the addition and Frank Wilcox seconded -- all in favor.

CHANGES OR DELETIONS TO MINUTES:

February 4, 2003 Regular Meeting

Bill Olson noted that he was not listed as either present and he was present. John Peppler moved to approve the minutes with the correction and Terry Gretzema seconded – all in favor.

CORRESPONDENCE – John Peppler

1. A notice of The 5th Annual Joint Meeting of the Leelanau County and Township Planning Commissions on March 10, 2003 was received. Terry Gretzema noted that he would definitely be attending and offered to give anyone interested a ride.

TOWNSHIP BOARD REPORT - Kent Kelly

Kent Kelly gave a synopsis of the Regular Township Board meeting held February 18, 2003. See Glen the Arbor Township web site or a copy of the Township Board minutes in the Glen Arbor Township Hall.

ZONING ADMINISTRATOR'S REPORT AND SITE PLAN REVIEW

Bob Hawley noted that 3 land use permits were issued in February 2003:

OWNER

Glen Craft Marina
Glen Arbor Township
Gordon 1031 LLC

CONTRACTOR

Morton Building
Popp Excavation
Jim Anderson Builders

LAND USE

Commercial Showroom
Public Safety Building
Single Family Residence

ZONING BOARD OF APPEALS REPORT

John Peppler noted that an appeal is scheduled for March 5, 2003 for John and Marcia Kenely regarding their property on 7993 S. Glen Lake Road. They are requesting a variance to build a 6' addition on the east side of their residence.

March 4, 2003

NEW BUSINESS

Master Plan Consultation – Leslie Sickterman

Leslie Sickterman of Gourdie-Fraser passed out their proposal to redo the Glen Arbor Township Master Plan. She outlined the proposal noting that since the existing Master Plan has not been updated since 1983 and none of it is in digital form, they would most likely start from scratch. They would update the census data, the maps, the format and make sure it conforms to existing zoning. They would also handle the new State mandated notification process. The projected costs would be \$12,300 or \$14,200 if we wanted to include a survey. This would not cover the costs for mailing the survey or printing the final product. She answered a number of questions and noted that her firm had recently updated the Cleveland Township Master Plan.

OLD BUSINESS

Zoning Maps

Frank presented the most recent copies of the updated Zoning Maps – it was noted that there are still some corrections that need to be made. Frank noted that he was done with the process and Zoe was asked to get the maps to Bonnie Quick – Township Clerk. Zoe noted that she would take care of the rest of the corrections.

Master Plan Review

Suzanne Wilson noted that she had spoken to some people in Benzie County and they had recommended Mark Wyckoff as a Planning Consultant. Terry Gretzma noted he would add him to the list of potentials to interview as consultants on the Master Plan update.

Zoe Smith noted that the latest information from the DEQ regarding the grant puts arrival of the grant at mid March with a due date of May 1, 2003 and a receipt of money @ October 2003. Also, no money used for the match may be spent before October 2003. Zoe was able to get a copy of an approved Master Plan grant and noted that it doesn't look it will be difficult to complete. Lance requested that Zoe write up a line item budget for the project to be reviewed at the next meeting in April.

PUBLIC COMMENT

None.

COMMISSION COMMENTS

Kent questioned where the attendance report was for 2002 and Zoe noted that she had already sent it to him but would send him another copy. Kent also asked what the situation was with the Glen Arbor Garbage issue and Bill Olson noted nothing appears to have changed, but that the letter had been sent out G.A. business owners.

ADJOURN

Bill Olson motioned to adjourn at 9:16 p.m. and Suzanne Wilson seconded - all in favor.

**Glen Arbor Township Zoning and Planning Commission
E-Mail Address
February 2003**

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