

APPROVED

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

December 2, 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 7:31 p.m. Those present were: Lance Roman, John Peppler, Kent Kelly, Jim Seeburger, Bill MacLachlan, Frank Wilcox, Bill Olson, Lois Saltsman and Terry Gretzema.

APPROVAL OF AGENDA

December 2, 2003 Z & P Agenda

Agenda approved with the following additions under "Old Business":

- M-22 Scenic Road Committee (Kent Kelly)
- Burning Ordinance

CHANGES OR DELETIONS TO MINUTES:

November 4, 2003

Jim Seeburger moved to approve the minutes as presented and John Peppler seconded - all in favor.

CORRESPONDENCE – Lance Roman

A letter was received from the DEQ noting that Glen Arbor Township has been recommended for a \$28,500 grant through the Michigan Coastal Management Program. The recommendation has been forwarded to the U.S. Department of Commerce for review and final approval. The letter indicates that we will receive final approval in the near future.

TOWNSHIP BOARD REPORT - Kent Kelly

The Regular Township Board meeting was held on November 18th, 2003. See the Glen 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

Site Plan Review

Jim Bennink presented his site plan for the Old Brammer Mill on M-22. He and his wife plan to convert the Mill into a guesthouse with 8 bedrooms, 10 bathrooms and a common area in the basement. Jim noted that the purchase agreement would utilize The Homestead Resort's wastewater treatment facility with the hook-up costs to be born by The Homestead. He noted his intent to maintain the exterior look of the structure as much as possible, with the replacement of the existing windows being the only significant exterior change. However, the new windows will look very much like the old ones. Jim and his family plan to live in the Miller's home on site. His plan provides for 12 parking spaces on site. After several more questions it was suggested that he have the plan reviewed by the G.A. Fire Chief regarding the spacing of the parking area. There were no objections to his plans and he was encouraged to proceed with the project.

Zoning Administrator's Report

Bob Hawley noted that he had issues 8 land use permits in the month of November, 2003:

ZONING BOARD OF APPEALS REPORT

John Peppler noted that two variances were approved at the November 12, 2003 meeting:

- Chuck Knight – wishes to build an addition that would be in both the Glen Lake set back and the Road right of way.
- John and Marsha Kenely – wish to have a variance of 24 inches into the road right of way.

John noted FYI that an ordinance or ordinance change is not enforceable until 30 days following its publication in the local paper.

December 2, 2003

NEW BUSINESS

None.

OLD BUSINESS

Master Plan Consultant Update – Lance Roman

- ❑ Lance noted that the on the Master Plan time line steps #8 & #10 need to be completed by the January 2004 meeting. This involves creating a spreadsheet detailing the size/divisibility of existing parcels as well as the size and shape of the extant structures on same. A sub-committee of Lois Saltsman, Bob Hawley, Zoe Smith and Terry Gretzema was created with Zoe meeting with the Township assessors on Monday, December 8, 2003 to see if their database could be used to acquire this data.
- ❑ Terry noted that Mark Wyckoff has reduced the cost of his consulting work and requested an approval from Z & P regarding same. John Pepler seconded – All in favor.
- ❑ Lance noted that Z & P needs to find someone to do the proposed Township-wide survey. Terry agreed to call Mark Wyckoff for a list of names and make the calls to get quotes.
- ❑ NOTE: The next Master Plan meeting with Mark Wyckoff is scheduled for January 28, 2004.

Expansion of home occupation regulation:

After some discussion of the issue Bill MacLachlan noted that the existing Home Occupation ordinance is already fairly restrictive. All Z & P members were encouraged to review the existing ordinance and revisit the issue at the next (January 2004) meeting.

Fuel and Chemical Storage

After much discussion and some information provided by Bob Hawley regarding existing laws it was noted by several Z & P members that any ordinance would suffer from the Township's inability to enforce an ordinance restricting the use of gas/oil storage units under the state regulated 500+ gallon mark. It was decided to drop the issue from the agenda.

M-22 Scenic Heritage Route – Kent Kelly

Kent noted that the G.A. Board is looking for a volunteer to represent G.A. Township on the Heritage Route Committee. Frank Wilcox graciously agreed to represent the Township.

Burning Ordinance

The Burning Ordinance materials are still circulating among Z & P members and will be on the January 2003 agenda.

PUBLIC COMMENT

None.

COMMISSION COMMENTS

Lance noted that he is having Che electronically fix the links in the Zoning Ordinance so that an addition/change does not throw off all the numbers in the rest of the document.

ADJOURN

Jim Seeburger motioned to adjourn at 9:46 p.m. and Frank Wilcox seconded – All in favor

Glen Arbor Township Zoning and Planning Commission E-Mail Addresses

As of November 2003

Kent Kelly	<u>kentkgl@chartermi.net</u>
John Peppler	<u>jpep@gtii.com</u>
Jim Seeburger	<u>djseeburger@yahoo.com</u>
Bill MacLachlan	<u>william@traverse.com</u>
Zoe Smith	<u>zoezone@earthlink.net</u>
Lance Roman	<u>rj@traverse.com</u>
Terry Gretzema	<u>tgretzema@chartermi.net</u>
Bob Hawley	<u>hawley@centurytel.net</u>
Suzanne Wilson	<u>suzanne225@chartermi.net</u>
Frank Wilcox	
Bill Olson	<u>wjoglenarbor@aol.com</u>
Lois Saltsman	<u>lody@northlink.net</u>