

MINUTES  
LONG LAKE TOWNSHIP PLANNING COMMISSION  
8870 N. LONG LAKE ROAD  
TRAVERSE CITY, MI 49684

REGULAR MEETING

TUESDAY, DECEMBER 16, 2008

1. CALL TO ORDER: The meeting was called to order by Chair Cuthbert at 6:57 p.m. at the Long Lake Township Hall.
2. COMMISSIONERS PRESENT: Tina Allen, Robert Verschaeve, Mark Humitz, Pam Cuthbert and Joy Tobin were present. Mike Herron was excused  
  
Township staff present was Leslie Sickterman, Township Planner, Shirley Mesch, Zoning Administrator and Sara Kopriva, Recording Secretary.  
  
Five members of the public were present.
3. APPROVAL OF AGENDA: Humitz, supported by Allen, to approve the agenda as presented. Motion carried.
4. CONFLICT OF INTEREST STATEMENT: There were no conflicts of interest stated at this meeting.
5. APPROVAL OF MINUTES: NOVEMBER 18, 2008 (REGULAR MEETING) Allen, supported by Verschaeve, to approve the minutes as presented. Motion carried.
6. BRIEF PUBLIC COMMENT: (Any person may speak for up to 3 minutes). Two members of the public spoke regarding minimum building sizes and would like the Planning Commission to consider not increasing minimum building size to 1,000 square feet.
7. POSTPONED BUSINESS: None
8. PENDING BUSINESS:  
  
A) REVIEW DRAFT ZONING ORDINANCE AND DRAFT ZONING MAP

At this time the Planning Commission completed the list of questions regarding the draft Zoning Ordinance from the last meeting.

Is the use table necessary in Article 6? Some Commissioners like the duplication and ease of use while others did not like the duplication and worried about the table being updated with new amendments. The members discussed using this table as a supplement to the Zoning Ordinance and not including it in the Ordinance. There was concern about the Zoning Map being located in the middle of the Zoning Ordinance instead of the beginning or end. The members agreed to move Article 6, including use table, to Article 2 and include the language in Section 6.7 on all pages of the use table.

There was discussion on the time allowed for changeable message billboards. It is currently 30 seconds. Members felt that 30 seconds was too short for safety reasons. Sickterman is going to look at Ordinance's from other Townships for comparisons. The Planning Commission would like to not allow changeable message billboards if possible.

There was a question of why notations of federal, state and local permits and sealed prints were needed for additions and re-occupancies. Mesch explained that they were only needed on commercial site plans and not on residential plot plans. Sickterman is going to reorganize and clear up Section 24.2.

There was discussion regarding the outdoor furnace section of the Ordinance. There was a discussion whether a statement requiring UL approval should be added to the Ordinance. The Planning Commission agreed to amend Section 4.6.2.d. to allow outdoor furnaces on five acre lots in any zoning district.

Verschaeve wondered why the width of a lot was measured from the front setback and not the front property line. Mesch explained that it allowed for better use of land on a cul-de-sac and is from past experiences.

The Planning Commission would like road side stands allowed in all zoning districts.

There was discussion regarding changes to the Zoning Map. The draft represented changes since the open house in November. There was concern about the high density residential zoning district looking scattered in sections 1, 2 and 12. This is based on discussions and compromise with the property owners in this area. Sickterman is going to notify property owners that are being down zoned of public hearing and continue discussions with property owners.

Allen would like to see five acre zoning on the entire Cedar Valley Ridge cluster development located in Section 6, so that they can not amend site plan with additional density. They were approved as a cluster development with density calculated based on five acre zoning throughout.

There was discussion regarding easement to water and the zoning on the north end of Long Lake. The Planning Commission would like parcels 28-08-009-014-00, 28-08-009-016-00, and 28-08-009-017-00 to be zoned lake residential to preserve a small strip of land on the lake. Discussion on why easement to water was included in the lake residential zoning district and not general provisions. Sickterman will look at moving easements to water to the General Provisions Article.

There was a brief discussion on minimum building size. The Planning Commission is going to discuss this at the next meeting. The Planning Commission would like, if possible, information on the effects of smaller building size on the property values of adjacent larger homes.

9. NEW BUSINESS:

A) ANNUAL REPORT

Sickterman presented a draft Annual Report of the Planning Commission. She asked for approval from the Planning Commission so the report could be submitted to the Township Board. Allen supported by Humitz to approve Annual Report with spelling changes. Motion carried.

Discussion regarding timeline for draft ordinance public hearing. Tentative timeline is:

Jan - Finish review of Ordinance, possible work session.

Feb - Attorney review

Mar - Make changes as suggested by attorney

April - Public hearing

10. PUBLIC COMMENT (Any person may speak for up to 3 minutes):

There was no public comment.

11. REPORTS:

A) PLANNER report was received.

B) PLANNING CONSULTANT report was received.

C) ZONING ADMINISTRATOR report was received.

D) TOWNSHIP BOARD REPRESENTATIVE: There was no member of the Township Board present

E) ZONING BOARD OF APPEALS: There was no meeting December. There will be a meeting in January.

12. CORRESPONDENCE: None
13. COMMISSIONERS COMMENTS: Humitz wondered how to resolve the difference between the conflict of interest policy of the Planning Commission and the Zoning Board of Appeals.  
  
Allen suggested asking the Township Board for direction.
14. ADJOURNMENT: Allen supported by Verschaeve to adjourn at 9:25 pm. Motion carried.

MARK HUMITZ, SECRETARY  
LONG LAKE TOWNSHIP PLANNING COMMISSION

SARA KOPRIVA, RECORDING SECRETARY  
LONG LAKE TOWNSHIP PLANNING COMMISSION

NOTE: THESE MINUTES ARE SUBJECT TO AMENDMENT AND/OR CORRECTION  
PRIOR TO THEIR ADOPTION.

DRAFT