

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

REGULAR MEETING

TUESDAY, MARCH 24, 2009

1. CALL TO ORDER: The meeting was called to order by Chairperson Cuthbert at 6:00 p.m. at the Long Lake Township Hall. Cuthbert welcomed new Planning Commission members Michelle Marsh and David Williams.
2. COMMISSIONERS PRESENT: Michelle Marsh, Robert Verschaeve, Carol Hoffman, Pam Cuthbert, Mark Humitz, Joy Tobin and David Williams present.

Staff present was Leslie Sickterman, Township Planner and Sara Kopriva, Recording Secretary.

Two members of the public and forester, Daniel Schillinger, were present.
3. APPROVAL OF AGENDA: Tobin moved, supported by Hoffman, to approve the Agenda as presented. Motion carried.
4. CONFLICT OF INTEREST STATEMENT: There were no conflicts of interest at this meeting.
5. APPROVAL OF MINUTES: January 20, 2009 (REGULAR MEETING), changes: pg 3, top paragraph, change "agreed" to "proposed"; pg 2, paragraph 2, 2nd sentence, remove "was previously" and February 3, 2009 (SPECIAL MEETING), no changes to be made. Hoffman moved, supported by Humitz to approve the minutes with changes. Motion Carried
6. BRIEF PUBLIC COMMENT: (Any person may speak for up to 3 minutes). There was no public comment
7. POSTPONED BUSINESS: There was none.
8. PENDING BUSINESS: There was none.
9. NEW BUSINESS:
 - A) ELECTION OF NEW VICE-CHAIR

Tobin moved, supported by Hoffman to nominate Mark Humitz as vice-chair. There were no other nominations. Motion carried.

B) INTRODUCTION TO TREE PLANTING PROGRAM

Sickterman introduced Daniel Schillinger as the Township forester. The Township received a grant to draft a plan for roadside tree planting. The first step, inventory, has been completed. Next month the Planning Commission is going to be working on the 2nd step of creating priorities for determining areas to focus on. The 3rd step is to research individual trees in priority areas and approach property owners.

There was discussion on how to work with property owners when the trees are on private property, the possibility of coordinating with the Road Commission, and concerns about who owns the trees once planted. Cuthbert suggested looking at Ann Arbor for examples.

C) UPDATE ON PLANNING COMMISSION BYLAWS/CONFLICT OF INTEREST

The ZBA recently updated their bylaws and the Township Board would like the Planning Commission to adopt the same ones to have consistency within the Township. Some updates were also related to the Michigan Planning Enabling Act that took effect in September, 2008.

The Planning Commission discussed the rules for talking about the case before the meeting, conflict of interest section, and the attorney's recommendations.

Sickterman is to review the bylaws to make sure the attorney's comments are incorporated for next month.

The Planning Commission also requested that the Township Board take another look at the conflict of interest section because the Planning Commission and Zoning Board of Appeals operate in different capacities and it may not be appropriate to have the same conflict of interest procedures. The Planning Commission asked Sickterman to consult the attorney to see about who makes the final decision whether a Commissioner has a conflict, and to add verbiage that states any member with a conflict is to contact Leslie as soon as he/she knows. The Planning Commission would also like to add Election of Officers and Holding Two Offices to the Bylaws

D) REVIEW OF PLANNING COMMISSION ORDINANCE

Sickterman presented the ordinance. This is a police power ordinance adopted by the Township Board and is required by the Michigan Planning Enabling Act. The Planning Commission is not required to act on this item.

9. PUBLIC COMMENT (Any person may speak for up to 3 minutes): There was a comment regarding tree planting project, conflict of interest and addressing the public when asked about a case.
10. REPORTS:
 - A) PLANNER report was received. Sickterman also discussed the Septic Ordinance.
 - B) PLANNING CONSULTANT report was received.
 - C) ZONING ADMINISTRATOR report was received. Mesch reviewed an administrative site plan as described in her memo to the board.
 - D) TOWNSHIP BOARD REPRESENTATIVE: Hoffman stated that it was budget time for the Township Board.
 - E) ZONING BOARD OF APPEALS: There was not a meeting last month.
11. CORRESPONDENCE: None
12. COMMISSIONERS COMMENTS: Marsh and Williams introduced themselves. Humitz resigned as secretary.
13. ADJOURNMENT: Verscheave moved, supported by Tobin, to adjourn the meeting at 8:04 p.m. 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.