

A REGULAR MEETING OF THE LEELANAU COUNTY PLANNING COMMISSION WAS HELD ON TUESDAY, MAY 28 2024, AT THE LEELANAU COUNTY GOVERNMENT CENTER.

Proceedings of the meeting were recorded and are not the official record of the meeting. The formally approved written copy of the minutes will be the official record of the meeting.

CALL TO ORDER

Meeting was called to order at 5:30 p.m. by Chairman Yoder who led the Pledge of Allegiance. The Meeting was held at the Leelanau County Government Center, 8527 E. Government Center Dr., Suttons Bay, MI.

ROLL CALL

Members Present: S. Yoder, C. Brown, R. Brush, F. Criqui, M. Lautner, T. Nixon, T. MacDonald, M. Black (5:40pm)

Members Absent: R. Miller, B. Fenlon
(prior notice)

Members Absent: C. Noonan

Staff Present: G. Myer, Planning Director, J. Herman, Senior Planner

Public Present: None

CONSIDERATION OF AGENDA

Motion by MacDonald, seconded by Nixon, to approve the agenda as presented. Motion carried 7-0.

CONFLICT OF INTEREST- None.

PUBLIC COMMENT – None.

STAFF COMMENTS

Myer stated that the first Household Hazardous Waste collection was held on Saturday, May 18 here at the Government Center and there were 315 participants. There will be separate electronic recycling days.

CONSIDERATION OF APRIL 23, 2024 MEETING MINUTES

Motion by Nixon, seconded by Brown, to approve the minutes as presented. Motion carried 7-0.

OLD BUSINESS – None.

NEW BUSINESS

PC09-2024-09 – Leland Twp. Text Amendment – Lot Coverage

Myer reviewed the staff report saying that the request was received on May 1, 2024 and the last day for review is May 31, 2024. The Leland Township Master Plan does not specifically address the amendment

and neither does the Leelanau General Plan. The township held a Public Hearing on May 3, 2023 at which time there was a lot of discussion and numerous public comments were received. Myer then stated that after the Public Hearing, the Planning Commission discussion with staff, the Finding of Fact and Discussion of text needed to accompany the proposed amendment were all tabled. Following the March 6, 2024 Planning Commission meeting, a motion to approve along with the Finding of Fact and the effective date was unanimously passed.

Myer said that the proposed amendment will amend Article 9, Zoning Districts and Map, Section 9.10: Schedule of Regulations along with Article 11: RESIDENTIAL DISTRICTS, Section 11.02, R-1A MEDIUM DENSITY LAKESHORE RESIDENTIAL DISTRICT, D. Site Development Requirements, which will read as follows:

1. Maximum Lot Coverage: 35% for first 10,000 s.f. of lot area + 10% for 10,001 to 45,000 s.f. of lot area + 5% over 45,000 s.f. lot area.

Myer continued, saying that the proposed amendment will also amend Article 11: RESIDENTIAL DISTRICTS, Section 11.04, R-2, MEDIUM DENSITY VILLAGE RESIDENTIAL DISTRICT, D. Site Development Requirements reads as follows:

3. Yard and Setback Requirement:

- a. Front yard: Twenty-five (25) feet.
- b. Side Yard: Eight (8) feet.
- c. Rear Yard: Twenty-five (25) feet.

4. Maximum Lot Coverage: 40%

5. Maximum Height: Thirty (30) feet.

The proposed amendment will also amend Article 11: RESIDENTIAL DISTRICTS, Section 11.05, R-3, HIGH DENSITY RESIDENTIAL DISTRICT, D. Site Development Requirements of the Yard and Setback Requirements to read as follows:

3. Yard and Setback Requirements:

- a. A Front yard: Thirty (30) feet
- b. Side yard: Ten (10) feet.
- c. Rear Yard: Thirty (30) feet.

4. Maximum Lot Coverage: 50% for first 10,000 s.f. of lot area + 10% over 10,000 s.f. lot area + 10% over 10,000 s.f. lot area.

Myer concluded, saying that the proposed amendment was first introduced by a member of the public during the October 4, 2017 Planning Commission meeting and has been discussed in great length since then. According to the Leland Township Planning Commission, members of the community have expressed concern about the construction of very large homes in certain areas of the township.

Lautner questioned the verbiage on Article 11, Section 11.05, R-3 that the maximum lot coverage language was confusing to understand. Brush expressed that the township made this more complicated than what it needed to be and he disagreed with the whole principal.

(Black present)

Nixon was intrigued that they changed a variable lot coverage instead of a standard coverage. He didn't see any sufficient information as to why the township decided to make the change. He said that the Maximum Lot Coverage on both Article 11, Section 11.02 and Article 11, Section 11.05 needed clarity. Nixon said it was a very complex way to determine lot coverage and if this was a way to reduce the size of large houses, he felt there could be a simpler way to determine that. He would also like to see the side yard setback to at least 10 feet instead of 8 feet. He questioned how the township would be measuring the height and length of the structures.

Lautner questioned if the issue of water can be handled through proper ditching ahead of time and proper controls would be more logical than limiting it. She recommended the township make a few minor changes and bring it back for review.

Motion by Lautner, seconded by Brush, to recommend Leland Township revise the proposed text amendment for better clarification and send it back to the County Planning Commission for review.

Discussion continued

Brush expressed concern as to what the township trying to do? Is it about the water, height, smaller homes, more/less setback, less house on the parcel? This change is based on public input but public input was all over the fence. If the township could better define their goal, then he could understand their reasoning. Black agreed.

Motion on the table carried 8-0.

PC10-2024-09 – Leland Twp. Master Plan Review

Yoder said this was sent separately and that staff did not have time to prepare a Staff Report because it was received after the deadline for agenda items.

Criqui said there were two areas that called for more information on page 43 and page 80 and that this was an incomplete document. He would like to see what additional information is missing.

Nixon suggested they could add photos considering that they have many photogenic areas. He thought the history was interesting and that the educational charts and housing information was impressive. The maps on page 28, 29 and 40, however, were difficult to distinguish the major roads and minor roads. There were a lot of comments on the history and soil topography, but it seemed quite lengthy. He noticed there was a summary on page 36, 3.B but there weren't any summaries anywhere else. He commended the township for their goals which were clearly laid out and very doable. He suggested they double check page 62 in reference to the Heritage Route Committee, he believes it should be the Leelanau Scenic Heritage Route Committee. Lastly, he said there was a grammatical error on page 59, that "orby" should be "or by".

Black suggested Leland Township revise and send it back to the County for review. Lautner said this document should have been given to members a week or two prior to the scheduled meeting, so that they could review it thoroughly.

Yoder pointed out that Table 2.4 on page 17, the percent was either discolored or the percent was not finished. The highlighted area on page 34 was unclear if they plan to remove or add more information to

it. On page 43, it is highlighted to add more information. He suggested they add in pictures or more color to satisfy the reader and that the information, graphs and maps were thorough.

Motion by Criqui, seconded by Nixon, to recommended Leland Township make revisions for clarification, update the missing data, and send it back to the County for review.

Discussion continued

Nixon encouraged the township to send a completed document in a timely manner to allow members to do their due diligence.

Motion on the table carried 8-0.

2025-2030 CIP DRAFT, and Proposed Projects

Myer started by saying that the dates on the front page will be updated and said that overall, there was not much change from last year. She said she will update the charts on pages 82 and 83 once the members rank the new projects. There was a total of four new submittals this year which and one submittal to update the costs for 2023-02 -Body Cameras.

Consensus to rank the following new CIP submittal as follows:

- 2025-01 Government Air Handler/Cooling Tower: 3
- 2025-02 Jail Humidification Reverse Osmosis System: 3
- 2025-03 Patrol Vehicles (annual): 1
- 2025-04 Asphalt Overlay of All Pavement & Parking Lots: 3

Myer stated that projects on page 85 that are older than six years will be removed. Myer will look into possibly removing CIP Projects 2020-08 HVAC System Phase I and 2020-09 HVAC System Phase II because the heat pumps will be replaced instead. Myer will also check on the status of CIP Project 2024-10 Exterior Security Cameras for the Government Center. Myer will update the CIP Report and bring back next month.

LCPC 2023 Annual Report

Myer would like to add that former Planning Director, Trudy Galla, was nominated for induction to the AICP College of Fellows to recognize her accomplishments and contributions to the planning profession. Also, members should let staff know if they completed any training. Staff will check into the history of how the Planning Commission was created. Myer will bring back the revised 2023 Annual Report at next month's meeting.

REPORTS

Housing Action Committee

Lautner said the meeting was cancelled due to lack of new business. The next meeting is scheduled for July 8.

Parks & Recreation Committee

Lautner noted that former Maintenance member, Scott Bradley, retired and that they have confidence in the new Maintenance staff. She said that wood chips will be placed under all of the playground equipment at the Myles Kimmerly Park. Lautner also said that Kids Fishing Day will be on Sunday, June 30 at Veronica Valley. Lastly, she said that there is the possibility of a Quit Claim to a corner piece of parcel at Old Settlers Park where an easement is shared with neighboring parcels. The corner piece has no value to the park because it is an uphill land. There is a homeowner who is interested in paving his driveway and is currently leased to use the easement until 2080.

COMMUNICATIONS- None.

PUBLIC COMMENT- None.

STAFF COMMENTS- None.

COMMISSIONER & CHAIRPERSON COMMENTS

Brush commented on the towers and the varying income streams and lease agreements looks like a mess. Lautner gave a brief history background and recommended Matt Ansoerge give an educational presentation to better understand the process.

Nixon said there is a new Park Manager for Suttons Bay Township. The Planning Commission will be working with the same firm that did the Suttons Bay Village Master Plan to finish the Township Zoning Ordinance.

Brown said there is working being done in Lake Leelanau and is expected to be done soon. The Road Commission will be doing chip seal and crack sealing projects for the summer.

Yoder said Solon Township approved their draft Master Plan and will be sent to the LCPC for review in the upcoming months after the Public Hearings.

ADJOURN

Meeting adjourned by consensus at 6:42 p.m.