

Cleveland Township Planning Commission

Cleveland Township Hall, Leelanau County, Michigan

Draft Regular Minutes, December 7, 2022

1. **Call to Order:** Chair Manikas called the regular meeting to order at 7:00 PM
Roll Call: Chair Dean Manikas, Vice Chair Kim Hayes, Secretary Paul Stowe, and Board Rep Todd Nowak and Commissioner Victoria Sutherland.
2. **Consideration of the Agenda:** Accepted as presented.
3. **Public Comment:** None
4. **Pronouncement of any Conflict of Interest:** None declared
5. **Consideration of November 2, 2022 Regular Planning Commission Minutes:** Members reviewed the minutes. **MOTION BY STOWE AND SECOND BY HAYES TO ACCEPT THE MINUTES AS PRESENTED. Motion passed 5-0.**
6. **Report by Chair:**
 - a. Went to Benzie Leelanau Health Department Meeting on November 28, 2022 about Septic Ordinance that they are proposing. It looks really good. Majority of comments were in support, a couple where opposed. A couple of things were brought up such as there should be a regular system inspection schedule and the possibility of special consideration/treated differently for short term rentals and their inspections.
 - b. Tim Stein connected Chair the Manikas with the person who owns the property across from Little Traverse Inn and Chair Manikas informed him it is a non-compliant use and that he could be ticketed at. Also had a conversation with him about the rental and why he was doing it. Told him to watch the website for notices on the ordinance.
7. **Reports and Correspondence by Members:**
 - a. Secretary Stowe has tried to reach out multiple times to Leelanau Townships Zoning Administrator unsuccessfully. No update on their process and success on their ordinance.
8. **Report by Zoning Administrator:**
 - a. October 2022 Zoning Report Summary (Received after November meeting)
 1. 2 Land Use Permit issued
 - i. 340 W Harbor Ridge Dr. - New construction – 1 story home with walkout basement
 - ii. 5926 S Townline Rd. - Pole barn with living quarters and a separate building for art studio

2. Site visits at 5926 S Townline Rd., small part of project falls in viewshed map, will not be an issue, permit was approved.
3. Spoke with Recording Secretary Stevenson about computer issues and application process. She offered multiple options and Zoning Administrator Sheehan will be presenting those to Tim Stein.

9. Continuing Business:

a. Short Term Rentals Ordinance – working meeting:

1. Networks Northwest is working with Suttons Bay Village. May reach when we get to that point to determine the percentage. Current plan is to allow fewer units than they currently have. It will be a process to get to the number they want.
2. How will these be processes? First-come-first-serve or a lottery?
3. Will have to contact Granicus for a total number of active units in Cleveland Township.
4. 2(B) Change this section - Chair Manikas believes it is an error to stay within Residential districts only. Secretary Stowe believes there is a distinction between the zoning districts and the allowable uses in the districts. Change the ordinance to state that allowed in "All Zoning Districts, Residential 1, 2, & 3 uses, unless otherwise stated in Cleveland Township Ordinances..."
5. 2(C) Remove
6. 1(A) Add – "The Township considers the current rural residential, agricultural, natural, and scenic character of the community paramount to the welfare of the community."
7. 1(D) Remove – "and assisting owners of short-term rentals by providing revenue to help offset costs."
8. 1(G) Move – to before 1 (F). 1(F) should state "The Township has environmental concerns associated with the protection of water quality from over-occupancy and over-use of a dwelling's septic system which are additionally impacted by Short Term Rental uses."
9. 1(G) should state "The provisions of this ordinance will limit the number of Short Term Rentals, necessary to prevent the continued burden placed upon county and township services, and the impacts on residential neighborhoods and the natural environment posed by Short Term Rentals. "
10. 2(A) should state "Short Term Rentals are not allowed unless permitted."
11. Definition of dwelling copied from Section 3.19.
12. Define bedroom in order to set the limit. Defined as "A separate room used as sleeping and as approved by the residential land use permit."
13. Short Term Rental definition should state "The renting or leasing of a dwelling for a period of time less than thirty (30) consecutive calendar days."

10. Public Comment:

- a. Vice Chair Hayes announced her resignation from the Cleveland Township Planning Commission effective December 31, 2022.
- b. Chair Manikas expressed that the Cleveland Township Planning Commission is very sorry to lose Vice Chair Hayes.
- c. Thank you from all the members.

11. MOTION TO ADJOURN BY NOWAK AND SECOND BY HAYES. Motion passed 5-0.

Adjournment at 8:03 PM.