

**A REGULAR MEETING OF THE LEELANAU COUNTY PLANNING COMMISSION WAS HELD ON TUESDAY, FEBRUARY 27, 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, M. Lautner, B. Fenlon, T. Nixon, T. MacDonald, F. Criqui

**Members Absent:** M. Black, R. Brush, R. Miller, C. Noonan  
**(prior notice)**

**Staff Present:** G. Myer, Planning Director, J. Herman, Planning Secretary

**Public Present:** None

**CONSIDERATION OF AGENDA**

Nixon reminded the board that they agreed to incorporate Reports Item #3, into Commissioner & Chairperson Comments.

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

**CONFLICT OF INTEREST-** None.

**PUBLIC COMMENT** – None.

**STAFF COMMENTS-** None.

**CONSIDERATION OF JANUARY 23, 2024 MEETING MINUTES**

Brown noted that the first initial for Mr. Brush is ‘R’ not ‘B’.

***Motion by Lautner, seconded by Brown, to approve the minutes as amended. Motion carried 7-0.***

**OLD BUSINESS** – None.

**NEW BUSINESS**

PC04-2024-06 Glen Arbor Twp.- Text Amendment- content neutral language

Myer reminded members that this request was received on December 21, 2023 and that she had reached to the township for a “marked up copy” of what the proposed amendments were and the township could

not provide one because it was too messy. Myer asked the township that this review be pushed back to today's meeting to allow members more time to review the Zoning Ordinance.

Myer continued, saying that the requested action is to review and comment on the proposed text amendments to the Township Zoning Ordinance to reorganize with content neutral changes. Neither the Glen Arbor Township Master Plan nor the Leelanau General Plan, specifically address's this amendment. Myer said that a public hearing was held on December 7, 2023 and that no public comment was received. After the public hearing, a motion was passed to forward the proposed amendment to Leelanau County for review.

Brown made several comments.

Nixon commented on the alignment format of the entire document needing to be straightened out. He suggested the possibility of moving the definitions on page 49 earlier in the document and that there was a separate section for signage which he thought could be incorporated into the definitions section. Nixon was impressed with the history of amendments and changes of the ordinance that were included on page 2. Article V had a very clear graph that the reader could easily see the use permitted and understand what zone it is permitted in or not permitted in. Nixon suggested they move the 'Governmental' category to the very bottom so that footnotes 8-12 will align themselves with the uses permitted above. It would be easier for the reader to see that Governmental was separate from the chart. Nixon lastly commented that there were some formatting, color changes, and characterized signs that could be addressed. Yoder had similar comments.

(Note: a full copy of Brown's comments is also available in the Planning & Community Development Department.)

***Motion by Nixon, seconded by MacDonald, to recommend approval, and to forward the staff report and all comments to Glen Arbor Township. Motion carried 7-0.***

PC05-2024-41 Village of Empire- Text Amendment- Permitted Uses

Myer reviewed the staff report saying that the request was received on February 15, 2024 and the last day for review is March 16, 2024. Myer stated that the Village of Empire Master Plan states the following on page 51, Future Land Use Recommendations: "The intent of the Light Industrial district is to accommodate existing light industrial uses, and to encourage and provide opportunities for additional light industry, including wholesale and warehousing uses as well as activities like research laboratories, high-tech industries, light assembly operation, office space, and commercial uses that support light industrial activities." The Leelanau General Plan does not specifically address this amendment.

Myer continued, saying that the township held a public hearing on February 6, 2024 and that several comments and questions were made. After the public hearing, a motion was passed to approve the proposed text amendments and then another motion was passed to forward the proposed amendments to the county for review.

Myer said the purposed amendment will add the following to Article 4: Zoning Districts and Map, Section 4.06.2- Permitted Uses:

6. Combination of uses, subject to Section 4.06.5

And add the following new subsection 5 to Article 4: Zoning Districts and Map:

#### **Section 4.065 COMBINATION OF USES**

In the review of site plans, and/or special land use permit applications for uses involving combinations of uses otherwise permitted by right or by special land use approval in the LI district, the planning commission shall find that all such uses be mutually compatible with one another and the all-special use standards applicable to any such component use in a combined land use shall be met for that component use. However, recognizing the potential unnecessary duplication of parking requirements for each use, the planning commission may reduce the overall parking requirements for each use, the planning commission may reduce the overall parking requirement on the parcel by up to 25% if they are satisfied with the sufficiency of the parking at the reduced amount proposed by the applicant.

Myer said the proposed amendment was made by Marc McKeller II of Kuhn Rogers PLC, who represents TC Vision LLC (Cherry Republic). They are seeking to amend the zoning ordinance in the LI District, to allow for a mix of uses permitted by right or special use permit. Myer concluded that this is in preparation for the combination of two parcels for enhanced efficiency, job creation, and improved storage solutions for the community.

Brown commented that he had no issues since that is the only area with light industrial use in the Village and combining the parcels allowing the use of what the zoning ordinance allows. Nixon said on page 4-15 of the zoning ordinance, it lists all of the uses that are subject to special use as well as the permitted uses. He said if something else is added in these sites, they have to make a determination to see if it is compatible with other uses on that property.

*Motion by Fenlon, seconded by Brown, to recommend approval, and to forward the staff report and all comments to the Village of Empire. Motion carried 7-0.*

#### Discussion Annual Planning Session

Yoder suggested the Annual Planning Session be in the fall this year to allow staff time to prepare. They are still short staffed. The Annual Planning Session will be held on Wednesday, September 25. More information to come as the date approaches.

Discussion ensued on possible topics for the session such as:

1. Taxation
2. Assessed Value of properties
3. Accessory Dwelling Units
4. Short Term Rentals

#### **REPORTS**

##### Housing Action Committee

Lautner said that they have not met and the next meeting is on March 11. She said she read an article in *The Ticker* about Cory Flaska's housing development in Cedar, and that he made it as affordable as possible.

##### Parks & Recreation

Lautner gave a brief update that they are working on the update to the Parks & Recreation Park Plan. They need to have a park plan in order to get grant dollars from the state. The plan is becoming costly and the issue right now is that the firm that did the last plan kept the copy rights so they are unable to make changes to it. They are looking at what the best option for them is.

**COMMUNICATIONS-** None.

**PUBLIC COMMENT-** None.

**STAFF COMMENTS**

Myer thanked members for the letter of support that Yoder presented to the Board of Commissioners.

**COMMISSIONER & CHAIRPERSON COMMENTS**

Fenlon said he attended a regular Leland Township meeting and that they are working on getting sidewalks done in Lake Leelanau, but they are working out some issues with the cost of construction. He also mentioned that the Sewer Commission Board only has two members. Lautner said three or five members would be ideal.

MacDonald said that last Wednesday the Northport Planning Commission completed a review of their redraft Zoning Ordinance. They are also going to start working on their Master Plan.

Nixon said the Suttons Bay Planning Commission is in the process of selecting a consultant to get them through the ordinance revisions that they have been working on for over five years. They have found that external help is valuable. They are looking for assistance from a consultant to develop the Master Plan as well.

Brown said the Leelanau County Road Commission received their bids a couple weeks ago and all of their bids were under budget. They will be able to do all of their projects as planned and possibly add another bid or two. They will be working to stabilize the bridge over Victoria Creek in Cedar in late March and there will be expected lane closures.

Yoder said that Solon Township is finalizing their Master Plan and they also have a text amendment in their Zoning Ordinance that will come to the board for review. He also mentioned that the township Zoning Administrator, Tim Cypher, resigned and they hope to have the vacancy filled by April.

Members congratulated Myer in her Director position.

**ADJOURN**

Meeting adjourned by consensus at 6:26 p.m.