

A REGULAR MEETING OF THE LEELANAU COUNTY PLANNING COMMISSION WAS HELD ON TUESDAY, AUGUST 25, 2020, 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 5:39 p.m. by Chairman Goldschmidt who led the Pledge of Allegiance.

The meeting was held at the Leelanau County Government Center, 8527 E. Government Center Dr., Suttons Bay, MI and via ZOOM.

ROLL CALL

Members Present: R. Miller, T. Nixon, S. Yoder, M. Lautner
(via ZOOM)

Members Present: V. Goldschmidt, E. Winkelman,
(At Government Center) G. Carlson

Members Absent: D. Hubbell, D. McCulloch, C. Noonan, M. Black
(prior notice)

Staff Present: T. Galla, Director, G. Myer, Senior Planner
(At Government Center)

Public Present: D. Manikas

CONSIDERATION OF AGENDA

Motion by Winkelman, seconded by Nixon, to accept the agenda as presented. Motion carried 7-0.

CONFLICT OF INTEREST – None.

PUBLIC COMMENT – None.

STAFF COMMENTS

Galla reminded those with terms expiring on December 31st that they would be receiving notification from the County Administrators Office and would need to respond if they are interested in being reappointed. Also, the CIP was approved by the County Board, so it will be finalized and go online. The ZBA training is scheduled for September 23rd from 5:30 p.m. to 7:30 p.m. at no cost. This is a webinar and information will go out to townships and villages. In conclusion, Galla said the Poster Map was printed and available. It will also be sent out to the townships and villages. The HHW & Electronics Collection scheduled for September 12th is almost full and the next tire recycling event will be held on September 19th at the government center.

Nixon questioned if there was any discussion on the CIP by the County Board. Galla stated there were very few questions. Lautner couldn't think of any big concerns that were brought up.

CONSIDERATION OF JULY 28, 2020 MEETING MINUTES

Winkelman said his vote of “aye” was not recorded on page 3 of the minutes.

Motion by Lautner, seconded by Carlson, to accept the minutes as amended. Motion carried 7-0.

NEW BUSINESS

PC06-20-03 Cleveland Township Text Amendment - Site Plan Review

Galla briefly reviewed the staff report, saying this amendment to the Site Plan Review was received on August 5th. The Cleveland Township’s Master Plan has steps in Chapter 2 that includes information on wetlands, which are shown in the staff report. Also, they have included action steps under *Goals, Objectives*, and *Action Steps* in Chapter 6 of their plan. Objective 8 of their Master Plan includes Action Steps to protect water quality, the environment, and the development from the damaging effects of flooding in residential areas. Galla continued, saying the Leelanau General Plan also includes several goals and action statements regarding protection of wetlands. Cleveland Township adopted an amendment to Section 4.16 Site Plan Review in 2019, which added language so that all developments, roads, easements, driveways, including single family homes, identified by the Leelanau County Composite Wetland Area Map, have to follow requirements of Site Plan Review. It was noted that this was the result of a home being built in the township that did not require a permit from DEQ/EGLE, but was within the area noted on the Composite Wetland Map. Galla pointed out an exception by the township noted in “1. Below”, but staff could not find this section in the zoning ordinance.

Galla continued, stating this amendment will be adding the sentence “All site plans must demonstrate compliance with all applicable zoning ordinances, overlay and land use district requirements” to Section 4.16, Site Plan Review. Also, it will be adding a new number 20, under Section 4.16 (h) Standards for Granting Site Plan Approval, which talks about projects within the Composite Wetlands Map Overlay district. The township did work with staff from Networks Northwest and EGLE, to develop this language to add to their site plan review process. Staff did not find any issues with the proposed amendment. It is going to be up to the township to administer this and oversees this additional layer of regulations on parcels that fall within the overlay area.

Nixon noted the township clearly held a sufficient number of public hearings, so the matter is pretty clear. He felt it would be helpful to clearly identify what the township boundaries were on the Composite Wetlands Map.

Winkelman questioned if there had been any coordination or contact with the National Park Service because a lot of the wetland area in Cleveland Township is within the jurisdiction of the National Park Service.

Goldschmidt remarked that the first sentence in Section 4.16 Site Plan Review, in the townships ordinance says “is” instead of “as”. This may be a subtle difference, but it should be consistent. Also, under the new number 20. Projects in the Composite Wetlands Map Overlay District: b) states one (1) cubic yard per one (1) foot of driveway, which is generous. Goldschmidt concluded, saying the requirement that a driveway be in a straight line is confusing because sometimes scenery, not necessarily access, may encourage a different type of driveway.

Miller questioned if one cubic yard for one foot of driveway was for the width or length. Goldschmidt interpreted this to be the length. Miller said one foot needed to be defined, is that width, area, or length.

D. Manikas, from Cleveland Township, thanked Galla for being so thorough in preparing her materials for review. The township has hired a recording secretary who is going through their entire zoning ordinance and cleaning it up. Regarding Nixon's comment about the township's boundaries, he agrees that would be helpful to put on the map. The township knows that the park service supersedes them, and they will be in contact with them. Manikas clarified that number 20. Projects in the Composite Wetlands Map Overlay district: b) says "most direct route" not straight line. The township is aware that sometimes you need a little curve, they just don't want meandering driveways. The "one cubic yard" is length, but they will clarify that. The amount of fill is from EGLE. The township has no more expertise on their planning commission than EGLE, so they used their volume of fill in the ordinance. Manikas also mentioned the proposed Glen Lake overlay district for their watershed in which they pointed out phosphorus fertilizer. Not allowing phosphorus fertilizer in the Cleveland Township Wetland Overlay District will probably be another addition to follow next month.

Motion by Winkelman, seconded by Carlson, to forward staff report, minutes, and all comments to Cleveland Township Planning Commission. Motion carried 7-0.

Outreach to Townships & Villages

Goldschmidt said he envisions them having more personal contact and attending township meetings. Galla mentioned the difficulty with implementing outreach during COVID-19.

REPORTS

Education Committee - Nothing to report.

Housing Action Committee

Lautner stated the HAC made a great presentation to the County Commissioners.

Galla mentioned the Housing North regional housing event that will most likely be a webinar this year. Yarrow Brown is now the Executive Director and she is really taking an active role. She has been reaching out to communities asking them what assistance they need.

Parks & Recreation Committee - Nothing to report.

Reports from LCPC members of attendance at township/village meetings, or other meetings/training

Winkelman said they will be having a change of leadership in Glen Arbor come January.

Carlson commented on the article on the front page of the *Enterprise*, in which the Suttons Bay Village manager talked about a river cruise coming into the bay.

COMMUNICATIONS – Poster Plan was available.

Winkelman mentioned work on Bohemian Rd. will be complete on September 4th and he is not sure when the work on the bridge in Lake Leelanau is expected to be completed.

PUBLIC COMMENTS – None.

STAFF COMMENTS

Galla referenced Manikas's comment and reminded everyone that the staff reports are done by staff, it is not a one-person effort. Township and village planning commissions have not been meeting as often, which is reflected in the County Planning Commissions agenda being much lighter than usual. At some point this will change. Galla continued, stating that funding is available for the removal of large amounts of tires on private properties, if they were there before 1991. If the tires were placed there after 1991, then funding is only available if there is a lien placed on the property. Galla mentioned the danger of a large tire fire and said she has been notified of barns in the county with hundreds of tires stored in them. Galla has reached out to the 911 Emergency Services Coordinator who has contacted fire departments and she reached out to the zoning administrators in an effort to identify where such parcels are located. The plan is to reach out to these individuals and see if they can get these tires properly picked up and out of the county. Galla concluded by saying the County Board gave them permission to put together an EPA grant application for brownfield assessment funds.

COMMISSIONER & CHAIRPERSON COMMENTS

Winkelman stated the nation is in a time of crisis right now with this election.

Meeting adjourned at 6:20 p.m.