

## Cleveland Township Planning Commission

Cleveland Township Hall, Leelanau County, Michigan

### Draft Regular Minutes, February 7, 2023

1. **Call to Order:** Chair Manikas called the regular meeting to order at 7:00 PM  
**Roll Call:** Chair Dean Manikas, Vice Chair Paul Stowe, Board Rep Todd Nowak, Secretary Victoria Sutherland (Zoom – Non-voting) and Commissioner Taylor Moore. Members of the public who identified themselves: Bob DeKorne, and Caleb Garone.
2. **Consideration of the Agenda:** Accepted as presented.
3. **Public comment on Agenda:** None
4. **Pronouncement of any Conflict of Interest:** None
5. **Consideration of January 3, 2024 Regular Planning Commission Minutes:** Members reviewed the minutes. **MOTION BY NOWAK AND SECOND BY MANIKAS TO ACCEPT THE MINUTES AS AMENDED. Motion passed 4-0.**
6. **Report by Chair:**
  - a. Chair Manikas noted that in the Township Focus publication it states according to FOIA meeting notes and recordings used for minutes should be destroyed the day after the minutes are approved. Personal notes are subject to FOIA.
  - b. At the Cleveland Township ZBA meeting a partial variance was granted. The property owner(s) withdrew part of their request. The parcel was old with EGLE permits. The Cleveland Township Planning Commission should be seeing a site plan soon as the parcel is in wetlands. Due to the nature of the project a full site plan should be able to be waived.
  - c. Chair Manikas will email Recording Secretary Stevenson the amendments to be added to the bylaws.
  - d. Jason Raleigh's design was not ready for approval. Chair Manikas told them to process and then schedule the pre-conference.
  - e. Chair Manikas will not be at the March meeting. Vice Chair Stowe, Board Rep Nowak, and Commissioner Moore will be present. Vice Chair Stowe will run the meeting and there should be a pre-conference scheduled for Jason Raleigh at that meeting. Chair Manikas and Secretary Sutherland will send any questions they have.
7. **Reports and Correspondence by Members:**
  - a. Vice Chair Stow is currently working on a watershed protection plan for the Platte River for his work and wondered if Cleveland Township had one. Chair Manikas

responded that yes there is one and it is based on the Glen Lake Watershed and is Section 4.27.

**8. Report by Zoning Administrator:**

- a. Land use permits issued – 2
  1. New home with garage – 278 Harbor Ridge
  2. New addition to home – 5447 S Maple City Road
- b. Received a letter from an attorney about a property owner on Narlock Road complaining about the property owner operating a business out of their home. Property owner stated he only parks work trucks on his property and that the business is operated at the business partners' home.
- c. Finished part two of the Zoning Administrator's certification program.
- d. Starting another self-paced class to be completed February 7, 2024.
- e. Attending a conference in Mount Pleasant February 8-9, 2024.
- f. Received application for retail space 7898 S. Maple City Road, this will be coming to the Cleveland Township Planning Commission for review.

**9. New Business: Pre-Application Conference Flaska Site Plan**

- a. None

**10. Develop plan for Agricultural District amendments – re: Park parameters and responsible forestry:**

- a. Chair Manikas spoke to Tim Stein, in his opinion the ordinance should be kept as Section 9.12 as it is called for in AG. The Zoning Administrator under 13.02D can grant special land use permits while working with the Cleveland Township Board. The ordinance should also be kept within AG, since that is where parks and natural areas are allowable.
- b. Ordinance will be an amendment to section 9 (9.12) titled – Parks and Private Natural Areas.
- c. Remove – general provisions
- d. Add definition – Commercial
- e. Add definition – Conservation Natural Area
- f. Add definition – Private Conservation Natural Area
- g. Amend 9.01H to say – “Parks and Private Conservation Areas” and add “Subject to provisions of Section 9.12”
- h. Goals #3 - remove residential
- i. Under intent – Add private to anywhere conservation natural area is stated.
- j. The Planning Commission and individuals from the public discussed and created a list of allowable uses and restrictions for the Parks and Private Natural Areas ordinance.

**11. Open forum Public Comment: None**

**12. MOTION TO ADJOURN BY NOWAK AND SECOND BY STOWE. Motion passed 4-0.**

**Adjournment at 8:21 PM.**