

**SOLON TOWNSHIP PLANNING COMMISSION**  
**Tuesday, June 6, 2023**  
**Solon Township Hall**  
**9191 South Kasson Street, Cedar, MI 49621**

I. Call Meeting to Order/Pledge of Allegiance

Chairman Morgan called the meeting to order at 6:00 p.m. with the Pledge of Allegiance.

II. Roll Call / Guest Sign-in

Present: Steve Morgan, Chair; Meg Paxton, Member; Samantha Vandervlucht, Member; and Steve Yoder, Township Board Rep

Excused: Todd Yeomans, Vice Chair/ZBA Rep

Staff Present: Tim Cypher, Zoning Administrator

Staff Absent: Allison Hubley-Patterson, Recording Secretary

Members of the public: In total, there were two (2) members of the public present at various times throughout the meeting.

III. Motion to Approve Minutes – April 4, 2023

Chairman Morgan asked for a motion to approve the April 4, 2023 minutes as presented. **YODER MOVED TO APPROVE THE APRIL 4, 2023 MINUTES AS PRESENTED; PAXTON SECONDED. ALL PRESENT IN FAVOR, MOTION CARRIED.**

IV. Agenda (additions/subtractions by PC)

Cypher requested that the discussion of the Solon Township Planning Commission Bylaws be tabled to the July meeting.

Chairman Morgan asked for a motion to approve the June agenda. **PAXTON MOVED TO APPROVE THE JUNE AGENDA AS PRESENTED; VANDERVLUCHT SECONDED. ALL PRESENT IN FAVOR, MOTION CARRIED.**

V. Correspondence - None

VI. Conflicts of Interest - None

VII. Public Comment (three minutes per person unless extended by Chair) - None

## VIII. Reports

### **Township Board Rep:**

Yoder stated that the Township Board noted that Vandervlucht's term will expire at the end of 2023 and Paxton's term expires at the end of 2025; the correction to Vandervlucht's term will be made on future agendas. Ms. Mikowski noted that contractors are working on getting the right doors for the Township Hall. The fence will be taken down and moved to the beach park.

The Township will be required to pay \$77,400 up front towards the drainage district. If the money is not paid up front, it will be paid out over the course of the next 20 years and the grand total would be \$126,000. Yoder mentioned that even if the Township waits five years, the total of \$126,000 will still be required. The Board is working with the attorney to see if ARPA dollars can be used for this purpose. In addition, there are many repairs that need to be made at the Solon Township Hall. The drainage district and Township Hall repairs will consume most of the remaining ARPA dollars. Yoder stated that there are several drainage district projects going on in the county at the present time. The County is also required to pay their share which amounts to approximately \$200,000. The drainage district will be going in on Lake Bluffs Drive. Approximately 20 parcel owners petitioned the drain commissioner to put a drainage district in this area because there were problems with the gravel road washing out. If all parcel owners sign the petition, the drain commissioner is required to look at this. If the decision is made to pursue the drainage district, the cost is passed on to the taxpayers.

Chairman Morgan asked why developers are not required to deal with the drain when they are developing an area. Yoder stated that this is part of the frustration and added that there were certain things that happened in the past when the Township had a bad zoning administrator. Yoder indicated that this happened many years ago and now this problem is catching up to the Township.

Cypher explained that the State of Michigan previously had the Subdivision Control Act. A developer could plat individual properties and create your own bylaws, covenants, etc. but they did not create a mechanism for a special assessment district. Yoder stated that 100% of the cost will be up to the taxpayers and the Road Commission will be required to pay a portion. The parcel owners are required to pay one-half of the total amount, and both the Township and the County will pay a portion. The grand total for the entire project will be approximately \$170,000. Some of the landowners in the area have a couple of parcels so this will total to over \$20,000 for these individuals. The landowners are putting a lot of money towards this but it is frustrating to the Township that they must use their ARPA dollars for this project. Cypher stated that he had several lot consolidation requests from these landowners hoping that they could consolidate their parcels in an effort to avoid paying the extra costs. Yoder added that the

land values in this area will go sky high; with the drainage district, the property will now be worth much more. The road will also be paved.

Regarding the Township's investments, some money will be going into Huntington Bank but they are putting some money into a couple of CDs with 4Front Credit Union. The Township has only been dealing with Huntington Bank up to this point so this move is much easier than switching everything over to a new institution.

The Road Commission presented their annual report at the May 11<sup>th</sup> Township Board Meeting. They outlined their various construction projects for the year. There was nothing major proposed for Solon Township with the exception of Bugai Road.

The Parks Committee will try to put a letter together to accompany the tax bills asking the taxpayers for a donation for the parks.

It will cost the Township \$3,500 to move the fence. The timeline for when this will take place is still to be determined.

Money that was put into the CD included \$40,000 from the Fire Fund and approximately \$7,700 from the Sidewalk Fund. The money will be held for six months and the rate of interest is 4.2%.

Paxton confirmed that the money that must be used for the drainage district took away from what was needed to repair the Solon Township Hall; Yoder stated that this is correct. She asked if any of the work being done to the Township Hall was through volunteer efforts or was the Township required to pay for the work. Yoder stated that people need to be paid for the work. There will be an upgrade to commercial doors and a contractor will be required to put in the doors. The Township would also hire someone to do the office work upstairs and they must have the appropriate insurance. Cypher stated that the work must meet all of the code requirements, too. Paxton suggested that it would be great to put a call out to the community to see if anyone is interested in assisting with the work. Yoder added that this is hard because everyone who may potentially help out would need to carry insurance.

Paxton also inquired about the fiber Internet project. She noted that this seems to be going in some places where Charter already exists. Yoder stated that this may be happening in a few places but not necessarily overall. Paxton noted that where the project has been started is where Charter exists. This is over on Bugai Road but Yoder stated that they have to enter the County at some point. Point Broadband is doing the work and Yoder stated that they will be doing the eastern part of the County all of the way up to Northport; Charter will be doing the western part of the County.

Chairman Morgan thanked Yoder for his assistance as Hubley-Patterson now has access to the Solon Township website. She will be able to upload information related to the PC.

**ZBA Rep:**

In Yeomans' absence, Cypher reported that there is nothing to report regarding the ZBA.

**ZA:**

Due to the fact that the May PC meeting was cancelled, Cypher had two months of reports to share. In April, there were nine total land use permits, and one accessory building permit was issued. He stated that there is a lot of activity over at Cedar Cove Estates and eight of the land use permits for the month of April were for this development. There was a total of \$850 in income for April. The construction code office has allowed Cedar Cove Estates to start and they are moving right along.

For May, Cypher issued six land use permits. Cypher reminded the PC members that Mr. Blake Vidor had come before the PC previously to do a rezoning request. The PC had thanked Mr. Vidor for his request but told him that they wanted to finish their Future Land Use Maps first. Mr. Vidor had not submitted information for a project to get on the cycle. Mr. Vidor originally had four parcels when he originally purchased his property and the property line adjustments were so he could eventually build two new homes. This work is being started and the Township has issued two land use permits for new dwellings, both of which are about 2,100 square feet and similar in style. The two addresses are: 6315 East Lincoln Road and 6253 East Lincoln Road. These are the same two parcels that had some adjustments made to accommodate the new dwellings. Mr. Vidor is still interested in doing a rezoning at some point in time but he will wait to see what the reception is like regarding the new Future Land Use Maps. If any PC members receive telephone calls regarding this, they can direct people to Cypher and he will be happy to explain what is happening.

A property owner sent a check to Solon Township near Grand Rapids on a land use permit regarding Cedar Springs so this check will be cancelled and another one issued. There was a total of \$625 in income for the month of May.

Cypher reported that with Hubley-Patterson absent, we will resume the discussion of the Solon Township Bylaws at the next meeting. Staff have tried to simplify the Bylaws and update them because they have not been revised for over 20 years.

IX. Public Hearing – None

X. New Business – None

## XI. Unfinished Business

### A. Future Land Use Maps – review of revised maps

Cypher stated that based on the PC's previous request, titles of the maps have been changed; the term "zoning" is not used on any map. The name has been changed on the proposed PUD Districts. Cypher stated that Mr. Corey Flaska may come before the PC to discuss whether he can get a higher density in some areas that he is interested in. Cypher indicated that it is difficult to say what may happen here; he cannot imagine the Township Board going above and beyond what the PC has already recommended. This request will most likely pertain to the property that Mr. Flaska owns. Markings have been added to the legends of each map to indicate what is being proposed for both B1 and B2. The PC proposal for the PUD is shown in the legend with a heavy purple line.

Regarding the map for the Greater Cedar Area, staff were requested to show the new zoning areas. This has been shown in hatch form so it clearly stands out. The title of this map has also been corrected. Nothing else has been changed on this map from the previous version.

Yoder requested to go back to the first map and asked about the Four Corners Area. He asked if this region should show as "proposed" and not current. Cypher explained that this is the proposed PUD map but Yoder stated that other things have been shown on the map as proposed. It was decided that this is a non-issue and Cypher indicated that he does not think this will be a problem for the Township Board. However, all agreed that the area on the map that is solid will be hatched.

Regarding the Solon Road & M-72 map, there are small letters in white that now show the zoning areas; hatching has been added to this map, too.

The Four Corners Area map is very straightforward. Yoder asked about an area that he thought was commercial but Cypher stated that it is Ag Conservation. This is the area where a farm implement dealer is located but Yoder thought there may be a grocery store here.

The Allgaier Road & M-72 map was discussed. Cypher reminded the PC that there was some pushback from property owners in this area, especially from a neighbor who is next to the Zelinski property. Cypher indicated that there could be similar pushback at the board level, too, once they have the maps on their agenda. Cypher will address any questions that arise when the board holds a Public Hearing in this matter.

Cypher will make the one change that was suggested and requested that a motion be made to forward the Future Land Use Maps to the Township Board.

Chairman Morgan asked for a motion to forward the proposed Future Land Use Maps to the Solon Township Board for review and approval. **PAXTON MOVED TO FORWARD THE PROPOSED FUTURE LAND USE MAPS TO THE SOLON TOWNSHIP BOARD FOR REVIEW AND APPROVAL; VANDERVLUCHT SECONDED. ALL PRESENT IN FAVOR, MOTION CARRIED.**

B. Planning Commission Bylaws – discussion and motion

This item has been tabled to the July meeting.

C. Master Plan Rewrite – continue discussion / review completed work

Cypher apologized for the delay in getting additional information in the Master Plan out to the PC members and explained that there is a great deal of time and effort that goes into obtaining the updated statistics that must be inserted into the various chapters. He asked the PC members to review what has been completed thus far and share comments with staff.

Chairman Morgan stated that he feels the Master Plan is going in the right direction and added that the document looks very professional. Yoder concurred that he also believes the Master Plan is going in the right direction and that it looks professional. Vandervlucht added that the document is very comprehensive and is much cleaner; she believes it will be a big benefit to the Township.

XII. Other Items – None

Cypher distributed the final version of the Solon Township Zoning Ordinance to the PC members and directed them to the landscape section of the ordinance. He informed the PC that the Zoning Ordinance is now online and explained that there are hyperlinks in the Table of Contents. The landscape section has now been reduced to only one page. Chairman Morgan proposed that once the PC has completed the Master Plan, he would suggest that they revisit the landscape section of the ordinance; Paxton concurred. Paxton stated that although she felt the previous landscape section was excessive, she believes the current section is insufficient. Cypher stated that although the previous version may have been excessive, it also provided very specific direction to the PC and was quite comprehensive.

Chairman Morgan explained that he removed the discussion of the landscape ordinance from this evening's agenda as he thought there would be more discussion of the Master Plan. Paxton suggested that the PC continue their efforts on the landscape ordinance while simultaneously working on the Master Plan. Yoder asked if the Township attorney had provided input. Cypher stated that this was done; the attorney made comments. Cypher indicated that the waiver aspect is what is most important as every site is different and can be custom-tailored at the discretion of the PC. Yoder asked about the next steps going forward. Cypher replied that he was instructed to stand down at the Township Board Meeting. Paxton expressed that she was under the impression

that we wanted to maintain our upstanding rural visuals. Cypher stated that the Township Board opted to take a different path. He believes that the PC did an excellent job with the version that was put together. Yoder stated that the message was always that the PC needed to make this section “simpler”. Cypher explained that he was told the section was too long and too over-reaching. Yoder added that a Board member had stated that waivers would be acceptable but then, in the end, they were not. There was quite a bit of bad press and comments from the public regarding this section. Cypher likened this to the MDOT approach of not putting a light up until so many people get hurt; he believes that neighbors will now come to public meetings and will express their anger over the landscaping issue.

Chairman Morgan suggested going back to the Township Board on this matter but working on the Master Plan first. Yoder stated that he felt that the PC needed to do something once he attended a public meeting. Cypher stated that it may take a project to come forth and have marginal protections on neighbors to make an impact. Paxton asked if the only protection that a landowner has from someone coming in and putting up something that is unsightly is to do their own screening on their land. Cypher stated that standards do exist but they are very minimal. He indicated that he was told that neighbors must take some responsibility, too, but Cypher pushed back on this comment. He used the example of someone coming in and putting an extraction operation on the parcel and asked if the neighbor would want something like this without setbacks, buffering, screening, etc. in place. Cypher stated that he believes that property rights may be at the heart of this issue.

Yoder stated that he was under the impression that the PC would take something back to the Township Board. Cypher explained that he was pushing to get the zoning ordinance through and was told by the Board that he should use what they have for the landscape ordinance for the time being. Paxton inquired as to how long “right now” lasts. Yoder noted that there are things in the zoning ordinance that were approved that are even more strict than the landscape ordinance.

Vandervlucht asked if the proposed landscape standards had been accepted by the Board, would this affect the Cedar Cove Estates development? Cypher replied, “No” and indicated that the development was approved under a different zoning ordinance and added that zoning cannot be made retroactive. Cypher stated that there will still be opportunities for the public to weigh in on this matter. He referred to the Robinson matter as a signal for support regarding what the PC is doing.

Yoder stated that with regard to the Four Corners Area, it could be very embarrassing for the Township if they allowed something to go into this area that was not properly screened; he used the example of a gas station going into this area.

Cypher stated that during a discussion with legal counsel, he was informed that the PC can still put restrictions in place. Chairman Morgan reiterated that he would love to move forward on the Master Plan but wants to revisit the landscape ordinance. Paxton asked for a timetable as to when this would be revisited. Vandervlucht added that the risky part is that a project may come forward and this could be a problem if the PC's discussion of the landscape section is put off too far into the future. Cypher believes that there may be a citizen's group waiting to pounce on this matter. Vandervlucht inquired as to the next steps regarding the Future Land Use Maps. Cypher replied that they will now go to the Township Board for review and comment.

Discussion ensued regarding what the Township Board did not like about the previous version of the landscape ordinance. Yoder commented that he heard several remarks about Bunting's. He acknowledged that some areas are grandfathered in and the Township cannot go in and force someone to do something different. Yoder stated that the Board also had an issue with parking lots and Cypher indicated that waivers can still be granted. Cypher mentioned that you want to stop the big-box stores so that things do not get out of hand.

Vandervlucht shared that she recently heard that Leelanau County is the only county in the country without a Dollar retail store. Cypher confirmed that there are no plans for this at the present time. Vandervlucht stated that there is now a Dollar store in Grawn as well as in Chum's Corner. There is also a store in Interlochen.

It was decided that the PC would continue to work on the Master Plan but would also turn their attention back to the landscape ordinance. Cypher will resend what the PC worked on previously with regard to the landscape ordinance. Paxton asked about the work that would be forthcoming on the Master Plan. Cypher explained that the PC would be receiving possibly two, three or four chapters prior to the next meeting. The request was made by the PC to receive these chapters well before the next meeting since it takes time to review what is being sent out.

Discussion ensued regarding the Future Land Use Maps and comments that may come back from the Board; projects may come before the PC where having a stricter landscape ordinance would be beneficial.

XIII. ZA / Planning Commission Comment - None

XIV. Public Comment - None

Mr. Charlie Smith stated that he heard there could be two or three more drainage districts. Yoder replied that this could occur in the County but he is not sure that this is specific to Solon Township. He reiterated that there are several drainage district projects going on in the County right now with the potential for a few more.



XV. Adjournment

There being no objection, Chairman Morgan adjourned the meeting at 7:03 p.m.

The next meeting is scheduled for Wednesday, July 5, 2023 at 6:00 p.m. at the Solon Township Hall.

Respectfully submitted,

Allison Hubley-Patterson, Recording Secretary

## APPENDIX A: SOLON TOWNSHIP ZA'S MONTHLY PERMIT SUMMARY (APRIL)

### SOLON TOWNSHIP ZA'S MONTHLY PERMIT SUMMARY

PERIOD: APRIL 2023

DATE	PERMIT #	NAME	USE	RECEIPT CK.#	AMOUNT
4/3/2023	LUP 23-05	GREEN	LAND USE	202305	101 \$ 50.00
010-014-009-80	10730 S. WEISLER RD.	ACCESSORY STORAGE BUILDING		1,200 S.F.	
4/25/2023	LUP 23-06	CEDAR COVE ESTATE	LAND USE	202306	2295/2296 \$ 100.00
010-220-011-00	9282 S. FLASKA DRIVE	NEW DUPLEX DECKS ATT.GARAGE COVERED PORCHES		2,834 S.F.	
4/25/2023	LUP 23-07	CEDAR COVE ESTATE	LAND USE	202307	2295/2296 \$ 100.00
010-220-012-00	9286 S. FLASKA DRIVE	NEW DUPLEX DECKS ATT.GARAGE COVERED PORCHES		2,834 S.F.	
4/25/2023	LUP 23-08	CEDAR COVE ESTATE	LAND USE	202308	2295/2296 \$ 100.00
010-220-013-00	9292 S. FLASKA DRIVE	NEW DUPLEX DECKS ATT.GARAGE COVERED PORCHES		2,834 S.F.	
4/25/2023	LUP 23-09	CEDAR COVE ESTATE	LAND USE	202309	2295/2296 \$ 100.00
010-220-014-00	9296 S. FLASKA DRIVE	NEW DUPLEX DECKS ATT.GARAGE COVERED PORCHES		2,834 S.F.	
4/25/2023	LUP 23-10	CEDAR COVE ESTATE	LAND USE	202310	2295/2296 \$ 100.00
010-220-015-00	9302 S. FLASKA DRIVE	NEW DUPLEX DECKS ATT.GARAGE COVERED PORCHES		2,834 S.F.	
4/25/2023	LUP 23-11	CEDAR COVE ESTATE	LAND USE	202311	2295/2296 \$ 100.00
010-220-016-00	9306 S. FLASKA DRIVE	NEW DUPLEX DECKS ATT.GARAGE COVERED PORCHES		2,834 S.F.	
4/25/2023	LUP 23-12	CEDAR COVE ESTATE	LAND USE	202312	2295/2296 \$ 100.00
010-220-017-00	9310 S. FLASKA DRIVE	NEW DUPLEX DECKS ATT.GARAGE COVERED PORCHES		2,834 S.F.	
4/25/2023	LUP 23-13	CEDAR COVE ESTATE	LAND USE	202313	2295/2296 \$ 100.00
010-220-018-00	9314 S. FLASKA DRIVE	NEW DUPLEX DECKS ATT.GARAGE COVERED PORCHES		2,834 S.F.	
				<b>TOTAL</b>	<b>\$ 850.00</b>

SIGNED: Timothy A. Cypher DATE: 5/7/2023

TIMOTHY A. CYPHER  
 SOLON TOWNSHIP ZONING ADMINISTRATOR  
 231-360-2557  
[TIM@ALLPERMITS.COM](mailto:TIM@ALLPERMITS.COM)

## APPENDIX B: SOLON TOWNSHIP ZA'S MONTHLY PERMIT SUMMARY (MAY)

### SOLON TOWNSHIP ZA'S MONTHLY PERMIT SUMMARY

PERIOD: MAY 2023

DATE	PERMIT #	NAME	USE	RECEIPT CK.#	AMOUNT
5/9/2023	LUP 23-14	GAUS	LAND USE	202314	1623 \$ 165.00
010-033-013-00	13801 S. CEDAR ROAD	NEW DWELLING ATT.GARAGE COV.PORCHES DECKS		4,556 S.F.	
5/15/2023	LUP 23-15	MORRIS	LAND USE	202315	PENDING \$ 40.00
010-029-001-00	12076 S. CEDAR ROAD	NEW DECK		480 S.F.	
5/15/2023	LUP 23-16	RICHARD	LAND USE	202316	115 \$ 40.00
010-031-004-30	3001 E. PARTRIDGE CT.	ACCESSORY BUILDING		180 S.F.	
5/15/2023	LUP 23-17	HUGHES	LAND USE	202317	11954 \$ 100.00
010-008-014-80	9759 S. CEDAR ROAD	GARAGE AND ENTRYWAY DECK		2,634 S.F.	
5/29/2023	LUP 23-18	VIDOR	LAND USE	202318	PENDING \$ 115.00
010-023-014-50	6315 E. LINCOLN ROAD	NEW DWELLING FRONT & REAR PORCHES		2,070 S.F.	
5/29/2023	LUP 23-19	VIDOR	LAND USE	202319	PENDING \$ 115.00
010-023-014-60	6253E. LINCOLN ROAD	NEW DWELLING FRONT & REAR PORCHES		2070 S.F.	
5/18/2023	PLA 23-02	VIDOR	PROP LINE	PLA23.02	2217 \$ 50.00
010-023-014-50 & 60	6253 & 6289 E. LINCOLN RD	PROPERTY LINE ADJUSTMENT BETWEEN 2 PARCELS		2,634 S.F.	
<b>TOTAL</b>					<b>\$ 625.00</b>

SIGNED:

*Timothy A. Cypher*

DATE:

6/4/2023

TIMOTHY A. CYPHER  
 SOLON TOWNSHIP ZONING ADMINISTRATOR  
 231-360-2557  
[TIM@ALLPERMITS.COM](mailto:TIM@ALLPERMITS.COM)