

**Village of Lake Isabella
1096 Queens Way Drive
Lake Isabella, MI 48893
(989) 644-8654**

**Minutes
Planning Commission Meeting
February 11, 2003 at 7:00 p.m.**

The Planning Commission meeting was called to order at 7:00 p.m. by Chairman Bill Dunham with the Pledge of Allegiance to the Flag.

Members Present: Bill Dunham, Chairman; Members Becky Thornhill, Jeff Grey, Dave Torgerson, and Cheryl Lobert.

Members Absent: Jack Walker and David Hardenburgh

Motion made by Grey, 2nd by Thornhill to excuse Jack Walker and Dave Hardenburgh from the February 11, 2003 regular Planning Commission meeting.

Carried Unanimously

Others Present: Sherry L. Chalker, Village Manager

Motion to approve the December 10, 2002 Planning Commission Meeting Minutes.

Motion by Lobert, 2nd by Grey to approve the November 12, 2002 Planning Commission Meeting Minutes.

Carried Unanimously

Public Hearings: None

Reports:

Chairman's Report:

No report

Zoning Administrator:

Sherry Chalker See attached report.

Village Council Update :

- Jeff Grey reported that the Council, upon recommendation from the Manager, returned the Blight Ordinance to the Planning Commission for more additions.

Other

Manager Chalker stated that she had acquired information from the MML website and other communities in regards to Blight.

The Planning Commission developed a Priority list and it is as follows:

- March – Blight Ordinance
- April – Sign Ordinance (wording)
- May – Commercial Definition, rezoning.

Change the March 11, 2003 Planning Commission meeting to March 25, 2003 to include the Code Enforcement team comments and concerns.

Old Business:

Blight Ordinance

Manager Chalker stated she is working on the Blight Ordinance.

New Business

A. Site Plan Review – Chris Darling

Manager Chalker reviewed the original site plan and went over the amended site plan which includes an addition.

Motion by Grey, 2nd by Thornhill to approve the # 99-3 site plan for Chris Darling as amended from original site plan application dated June 6, 2002.

Carried Unanimously

B. Other

Les Smith – Sign Application

The sign would reside in the same location as the temporary sign. The Planning Commission stated that the Site Plan would have to be amended depicting the sign. The Planning Commission will approve or deny the application at the March Planning Commission meeting.

Public Comments

None

Rebuttal to Public Comments

None

Adjournment

The Planning Commission Meeting adjourned at 7:55 p.m.

Respectfully Submitted,

Cheryl Lobert, Secretary

Prepared by Jessica Bundy, notes compiled by Cheryl Lobert

**Village of Lake Isabella
1096 Queens Way Drive
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(989) 644-8654**

**Minutes
Planning Commission Meeting
March 25, 2003 at 7:00 p.m.**

The Planning Commission meeting was called to order at 7:02 p.m. by Chairman Bill Dunham with the Pledge of Allegiance to the Flag.

Members Present: Bill Dunham, Chairman; Members Becky Thornhill, Jeff Grey, Dave Torgerson, and Cheryl Lobert.

Members Absent: Jack Walker and Dave Hardenburgh

Motion to excuse Jack Walker and Dave Hardenburgh from the March 25, 2003 regular Planning Commission meeting.

Motion by Grey, 2nd by Thornhill to excuse Jack Walker and Dave Hardenburgh from the March 25, 2003 regular Planning Commission meeting.

Carried Unanimously

Others Present: Sherry L. Chalker, Village Manager

Motion to approve the February 11, 2003 Planning Commission Meeting Minutes.

Motion by Grey, 2nd by Torgerson to approve the February 11, 2003 Planning Commission Meeting Minutes.

Carried Unanimously

Public Hearings: None

Reports:

Chairman's Report: None

Zoning Administrator: Read by Manager Chalker. See attached report.

Village Council Update : Given by Jeff Grey. The Council is looking into a possible airport special assessment for surrounding hangers to fund the Airpark upkeep.

Other: The Health Task force is pursuing the study with the Drain Commissioner to see if a sewer system is feasible.

Old Business:

Motion to approve sign permit for Les Smith, Greenside Tavern.

Motion by Thornhill, 2nd by Lobert to approve sign permit for Les Smith, Greenside Tavern.
Carried Unanimously

Smith stated that he would provide the village office with the height of the sign.

Blight Ordinance

The Planning Commission members decided to take home the Blight Ordinance to review and will return with comments on it at the April 8, 2003 Planning Commission meeting.

New Business

Motion to approve sign permit for Lake Isabella Professional Building, Dave Shoemaker.

Motion by Thornhill, 2nd by Grey to approve sign permit for Lake Isabella Professional Building, Dave Shoemaker with the amendment that the sign be eight square feet and placed inside the property line with the poles five feet high.

Carried Unanimously

Public Comments

Frank Cooley expressed feelings on unbuildable lots for the purpose of the road funding.

Mike Scherba expressed concerns on possible boat slips and boating population on the lake. He asked if it would be considered funneling.

Rebuttal to Public Comments

The Planning Commission will discuss the lots that will be available for sale in the future.

The Planning Commission stated that they would review the section in the Zoning Ordinance pertaining to waterfront.

Adjournment

The Planning Commission Meeting adjourned at 8:51 p.m.

Respectfully Submitted,

Bill Dunham, Chairman

**Village of Lake Isabella
Planning Commission
Minutes
May 13, 2003 at 7:00 p.m.**

The Planning Commission Meeting was called to order by Vice-Chair Becky Thornhill with the Pledge of Allegiance to the Flag at 7:00 p.m.

Members Present: Becky Thornhill, Vice-Chair; Planning Commission Members Jeff Grey, David Hardenburgh, Cheryl Lobert, Dave Torgerson, and Jack Walker.

Members Absent: Bill Dunham, Chair.

Others Present: Sherry L. Chalker, Village Manager

Motion by Grey, seconded by Hardenburgh to excuse Bill Dunham, President, from the May 13, 2003 Planning Commission Meeting.

Carried Unanimously

Motion to approve the March 25, 2003 Planning Commission Meeting Minutes.

Motion by Torgerson, seconded by Walker to approve the March 25, 2003 Planning Commission Meeting Minutes.

Carried Unanimously

Public Hearings: None

Reports:

Chairman: There was no report.

Zoning Administrator: Chalker read the report. The Planning Commission also asked about the status of the Major Street Special Assessment. (A copy is attached to the meeting material).

Village Council Update: Grey also added some information regarding the Major Street Special Assessment.

Old Business:

Discuss Blight Ordinance.

The Planning Commission Members reviewed a draft copy of the Blight Ordinance and made some minor grammar changes.

Other

The Planning Commission briefly discussed the Village owned lots.

New Business:

Sign Ordinance

Walker passed out an outline regarding amendments for the sign ordinance. (A copy is included in the meeting material).

Other:

- 1) Sign Application for VanderVelde Sales and Service on Baseline Road.

Manager Chalker presented the sign application to the Planning Commission. They asked about the exact height of the sign and whether there was lighting. Chalker said that she would confirm this information before approving the sign.

Motion by Walker, seconded by Lobert to approve the VanderVelde Sign application.
Carried Unanimously

(Lobert left at 9:00 p.m.)

- 2) Grey reported to the Planning Commission that David Shoemaker has violated his site plan for Lake Isabella Professional Building by placing a driveway connecting the Century 21 building to Lake Isabella Professional Building after the Planning Commission already approved the site plan without the driveway.

Manager Chalker stated that she would send a violation notice to David Shoemaker.

Public Comments (Limited to 3 Minutes Each)

There were no public comments.

Adjournment

Motion by Torgerson, seconded by Walker to adjourn at 9:20 p.m.
Carried Unanimously

Respectfully Submitted,

Becky Thornhill, Vice-Chair

Village of Lake Isabella
1096 Queens Way Drive
Lake Isabella, MI 48893
(989) 644-8654

Minutes
Planning Commission Meeting
Tuesday, June 10, 2003 at 7:00 p.m.

The Planning Commission meeting was called to order at 7:00 p.m. by Chairman Bill Dunham with the Pledge of Allegiance to the Flag.

Members Present: Bill Dunham, Chairman; Members Jack Walker, Becky Thornhill, Jeff Grey, David Hardenburgh, Dave Torgerson, and Cheryl Lobert.

Members Absent: None

Others Present: Sherry L. Chalker, Village Manager

Motion to approve the May 13, 2003 Planning Commission Meeting Minutes.

Motion by Walker, 2nd by Hardenburgh to approve the May 13, 2003 Planning Commission Meeting Minutes.

Carried Unanimously

Public Hearings: None

Reports:

Chairman's Report:

No report at this time.

Zoning Administrator:

Manager Chalker read. See attached report. Chairman Dunham suggested writing a letter to the realtors for real estate signs.

Village Council Update:

Member Grey reported that the Council was going to review the Budget at the next Council meeting. He stated that Jackie Adkins resigned from the Airport, Personnel, and Liaison Committees. Member Grey also stated that there was a Public Hearing on the assessment roll for Fairway Drive.

Other

Old Business:

Discuss Blight Ordinance – Motion to Table until next months meeting.

Motion by Walker, 2nd by Hardenburgh to table the discussion on the Blight Ordinance until the July 8, 2003 regular Planning Commission meeting.

Carried Unanimously

Discuss Sign Ordinance – Motion to table until next months meeting.

Motion by Walker, 2nd by Hardenburgh to table the discussion on the Sign Ordinance until the July 8, 2003 regular Planning Commission meeting.

Carried Unanimously

New Business

A. Parcel Division Request – Wendell Lee

1. Presentation from Wendel Lee: Mr. Lee has almost five acres of land. He sold 3 parcels prior to us becoming a village and is now in the process of selling another parcel.
2. Staff review:

Planning Commission member Walker reviewed the requirements for Land Divisions. He stated that the parent parcel are parcels 2,3, and 4.
3. Discussion from Planning Commission Members:

Parcels 1,5, and 6 were sold prior to March 31, 1997 and are not a part of the new parent parcel established on the above date.
4. Motion/Deny Wendel Lee's Parcel Division.

Motion by Walker, 2nd by Hardenburgh to recommend approval for 3 Land Divisions for Parcels 2,3, and 4 on the survey dated 5/13/96 with the exclusion of Parcel 1,5, and 6 as requested by Mr. Wendel Lee. Because these 3 parcels recommended for approval are less than 1 acre in size the Village of Lake Isabella, its officers, and employees are not

liable if a building permit is not issued for these parcels for reasons set forth in Sec. 109 of the Land Division Act

Carried Unanimously

B. Violation Notice - Lake Isabella Land Company: See letter sent out in Planning Commission Packet concerning the parking area.

Becky Thornhill stated that the Planning Commission asked that the three parking spaces taken off the Site Plan that was approved in December 2002.

Bill Dunham asked of an easement for lots 146 to 145 to allow for parking and egress onto the street.

Dave Hardenburgh recalls discussing the three parallel parking spots on the other side of the driveway (west side), not on the East side of driveway.

Jack Walker stated that Mr. Shoemaker agreed that you did not need to connect the parking areas.

Becky Thornhill asked how they would stop people from driving on lot 145 and stated that maybe some sort of curbing or stoppage should be set in place between the two lots.

It was agreed by the Commission that Mr. Shoemaker would need to amend the Site Plan with the parking spaces and the stoppage.

Dave Shoemaker took the application to amend the site plan that was submitted and approved in December 2002.

Public Comments

Mike Scherba asked the status of the Health Task Force and the availability of the sewer.

Mike Scherba also stated that it is a density issue with the Health Department. If the Village would combine lots then they would only need 1 septic instead of 2.

Rebuttal to Public Comments

Chairman Dunham read the Planning Commission minutes for the status of the Task Force. It was stated also that the Task force was temporarily stalled due to the Feasibility study being done by the County.

Member Grey said it needed to be pursued at the County level by getting the Drain Commission to contract an engineering firm to do a study on the surrounding areas. He also stated there was a \$17,000.00 grant to go to the engineering firm for the study.

Member Thornhill spoke on funneling. She stated that they need to review it with the ZBA. She suggested a meeting between the lakes committee and some other committee from the Village.

It was also stated that the Village needs to look at the Master Plan.

Adjournment

The Planning Commission Meeting adjourned at 8:00 p.m.

Respectfully Submitted,

Bill Dunham, Chairman

Notes Compiled by Manager Chalker and Secretary Lobert.
Prepared by Jessica Bundy

Village of Lake Isabella
1096 Queens Way Drive
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(989) 644-8654

Minutes
Planning Commission Meeting
Tuesday, July 8, 2003 at 7:00 p.m.

The Planning Commission meeting was called to order at 7:00 p.m. by Chairman Bill Dunham with the Pledge of Allegiance to the Flag.

Members Present: Bill Dunham, Chairman; Members Jack Walker, Becky Thornhill, Jeff Grey, David Hardenburgh, Dave Torgerson, and Cheryl Lobert.

Members Absent: None

Others Present: Sherry L. Chalker, Village Manager

Motion to approve the June 10, 2003 Planning Commission Meeting Minutes.

Planning Commission approved June 10, 2003 Planning Commission Minutes as distributed per Bill Dunham.

Public Hearings: None

Reports:

Chairman's Report: Dunham read sections of the Master Plan and suggested the Village Council develop a task force for review of the Master Plan. Chairman Dunham also checked into the water studies.

Zoning Administrator:

Manager Chalker read. See attached report.

Village Council Update:

Member Grey reported that the Council has set up the Major Street Accounts and Funds. He stated that he replaced Jackie Adkins on the Liaison Committee.

Other

None

Old Business:

Discuss Blight Ordinance

Renumbering done. A few changes were made see copy. Next Planning Commission Meeting will finalize to be sent to Village Council for approval.

Discuss Sign Ordinance – Tabled until next months meeting.

New Business

A. Other

1. Shimunek can come in a request a rezoning and send site plan to the Planning Commission.
2. Funneling “V” into problems. Definition of

Public Comments

None

Rebuttal to Public Comments

None

Adjournment

The Planning Commission Meeting adjourned at 9:00 p.m.

Respectfully Submitted,

Bill Dunham, Chairman

Cheryl Lobert, Secretary

Notes Compiled Secretary Lobert
Typed by Jessica Bundy

**Village of Lake Isabella
Planning Commission
August 12, 2003**

I. Call to Order

A regular meeting of the Planning Commission of the Village of Lake Isabella was held on August 12, 2003 in the Village office. A quorum being present, ***Chairperson Bill Dunham, called the meeting to order at 7:00 pm.***

Members Present: Vice-Chairperson Becky Thornhill, Dave Hardenburgh, Jeff Grey, Dave Torgerson, and Jack Walker

Members Absent: Secretary Cheryl Lobert (excused), Becky Thornhill appointed by the Chair to take minutes for this meeting

Staff Present: Manager Sherry Chalker, George Colby - Code Enforcement

Guests Present: Harry Kuhn

II. Approval of Minutes

The Planning Commission Minutes of July 8, 2003 were reviewed and approved as distributed.

III. Reports

A. Chairperson's Report

None

B. Manager's Report

Manager Chalker read her report into the record (see attachment). She added that the areas of crushed pavement, currently a part of the street work, is related to drainage issues.

C. Village Council Update

- Jeff Grey reported that the Village/LIPOA Liason task force will meet quarterly.
- Bids have been awarded and work on the streets has begun. The bonds were received for the major street project and bank accounts have been set up for the major street and Fairway projects.
- December is the target date for the Isabella County Wastewater Feasibility Study to be completed. (See attached "Request for Proposals, Regional Wastewater Feasibility Study for Isabella County Board of Public Works").

V. Old Business

A. Discuss Blight Ordinance

The Commission reviewed the proposed ordinance and made minor changes.

Motion/Support by Hardenburg/Walker to forward the Blight Ordinance #2003-1 to the Village Council with a recommendation to adopt it. Motion carried.

B. Discuss Sign Ordinance

Chairperson Dunham reviewed importance of sign ordinance and light commercial districts. The Planning Commission will be working on the commercial zoning districts next.

Jeff Grey gave the commissioners samples of sign ordinances.

C. Zoning Violation – Dave Shoemaker

Chairperson Dunham reported that the owners of the offices along Clubhouse Drive have reached an agreement, which allows them to drive from one parking lot to another without going out onto Clubhouse Drive. Becky Thornhill noted that this is common in commercial areas. Chairperson Dunham will write a letter to both parties stating that their agreement is their own and not binding on future owners or tenants. In addition, either party is free to put up a barrier between them, if at any point they change their mind about the current access agreement. Jeff Grey pointed out that Dave Shoemaker's site plan approval does not allow the drive or the sign on the golf course side and will need to be amended. A letter will go to Mr. Shoemaker outlining the procedure. Manager Chalker read her June 10, 2003 letter into the record. (See attachment)

D. Other

- The Planning Commission has received a request for rezoning.
- Dave Hardenburgh reviewed the 2001 judgment addressing the sewer escrow funds and the lagoon area.

VI. New Business

A. Change date of September Planning Commission Meeting

In order for the Manager to attend at the September meeting, the date will be changed to September 23, 2003.

B. Discuss definitions of "buildable" vs. "non-buildable" lots

The Village Council has requested a definition for these terms. The definition may be different depending on each circumstance. The health department has a definition for their purposes, zoning has regulations that address building requirements/buildability for lots, and the street committee has a definition in order to make assessment

amounts more equitable. There is no one all-purpose definition; each circumstance is unique unto itself.

C. Airport

Jeff Grey reported that Elmer Ledbetter has applied for a grant to remove/trim the trees on the east end of the airport. He will need approval from the Village Council to do this. It is expected that there will be future projects at the airport with existing airport grant monies.

VII. Public Comment

Jackie Adkins gave the council his definitions of unbuildable lots. One is when no health department permit is available and the other is when the building straddles the property line of two lots. He also stated that he has had three resignations from the Airport Committee.

VIII. Adjournment

There being no further business, *Chairperson Dunham adjourned the meeting at 9:22 p.m.* The next scheduled meeting of the Planning Commission will be September 23, 2003.

Respectfully submitted,
Becky Thornhill, Acting Secretary

Approval Date_____

I. Call to Order

A regular meeting of the Planning Commission of the Village of Lake Isabella was held on September 23, 2003 in the Village office. Chairperson Bill Dunham, called the meeting to order at 7:04 p.m.

Members Present: Vice-Chairperson Becky Thornhill, Dave Hardenburgh, Jack Walker and Cheryl Lobert.

Members Absent: Jeff Grey (excused)
(letter of resignation from Dave Torgerson on table for all members to read)

Staff Present: Manager Sherry Yens

Guests Present: Elmer Ledbetter

II. Approval of Minutes

The Planning Commission Minutes of August 12, 2003 were reviewed and approved as distributed.

III. Reports

- A. Chairperson's Report: None
- B. Manager's Report: Sherry read her report and gave updates on the street projects.
- C. Village Council Update: None
- D. Other: None

IV. Old Business

- A. Sign Ordinance will discuss at the next meeting.
- B. Zoning Violation: Dave Shoemaker will bring in updated site plan and will discuss at next month's meeting.
- C. Other: None

V. New Business

- A. Bill Dunham nominated for Chairperson, motion by Becky Thornhill, 2nd by Jack Walker. Nomination accepted.
- B. Becky Thornhill nominated for Vice-Chairperson, motion by Jack Walker, 2nd by Cheryl Lobert. Nomination accepted.
- C. Cheryl Lobert nominated for Secretary, motion by Becky Thornhill, 2nd by Dave Hardenburgh. Nomination accepted.

VI. Public Comments: Elmer Ledbetter voiced comments/updates on the Airport lots/splits, possible fencing for the runway.

VII. Adjournment: 8:07 p.m.

The Next Scheduled Meeting is for October 14, 2003 at 7:00 p.m.

Village of Lake Isabella
1096 Queens Way Drive
Lake Isabella MI 48893
(989) 644-8654

MINUTES
Planning Commission Meeting
Tuesday, October 14, 2003 at 7:00 p.m.

The Planning Commission meeting was called to order at 7:00 p.m. by Chairman Bill Dunham with the Pledge of Allegiance to the Flag.

Members Present: Bill Dunham, Chairman; Vice-Chair, Becky Thornhill, Jeff Grey, David Hardenburgh, Jack Walker and Cheryl Lobert.

Members Absent: None

Others Present: Manager Sherry Yens

Guest Present: Elmer Ledbetter, Mike Sherba, Mike Fiorillo and Frank Cooley

Motion to approve the September 23, 2003 Planning Commission Meeting Minutes, Carried Unanimously.

Public Hearings: None

REPORTS:

Chairman's Report: None

Zoning Administrator: Sherry read over her report she passed out to all present. Comments on enforcement of road signs and painting the roads (passing lines).

Village Council Update: Member Grey reported about the procedures for Village elections, no street appointee has been made yet (Chairman Dunham did explain how the election and voting policies work), and major street improvements.

Other: None

OLD BUSINESS:

A. Commercial Districts: Member Grey discussed different ways to expand on rules/regulations. Will schedule appt. time for Mr. Pickett to come in and go over/help with ordinance templates.

B. Sign Ordinance: Several different packets were dispensed for members to read over and come up with questions or ideas on how to incorporate into Lake Isabella's ordinance. ** Special Workshop Meeting scheduled for 10-28-03 at 5:00 p.m. Will be published in the paper for public knowledge. **

C. Zoning Violation: will discuss next month

D. Other: None

NEW BUSINESS:

A. Site Plan: motion made by Jack Walker and 2nd by David Hardenburgh to accept site plan with required permits on file. Carried Unanimously.

B; Other: None

PUBLIC COMMENTS: Frank Cooley voiced concerns on unbuildable lots and allowable sewer systems to be put in by Health Dept. Elmer Ledbetter voiced concerns on what would be needed to upgrade the Airport to a General Use Aiprot vs the current Basic Utility Airport.

REBUTTAL TO PUBLIC COMMENTS: meeting on 12-16-03 for answers on the status of the sewer system.

Adjournment: 8:40 p.m.

* NOTE: The Next Scheduled Meeting is November 11, 2003 at 7:00 p.m.

** NOTE: Minutes will be available for inspection at the Village Office located at 1096 Queensway Drive eight (8) business days following the meeting.

*** NOTE: Anyone needing handicap accessibility, please contact the Village Office within forty eight (48) hours of the meeting date and time.

Submitted,

Bill Dunham, Chairman

Cheryl Lobert, Secretary

**Village of Lake Isabella
Planning Commission
November 11, 2003**

I. Call to Order

A regular meeting of the Planning Commission of the Village of Lake Isabella was held on November 11, 2003 in the Village office. A quorum being present, **Chairperson Bill Dunham, called the meeting to order at 7:00 pm.**

Members Present: Bill Dunham, Dave Hardenburgh, Dave Torgerson, and Jack Walker, Becky Thornhill (appointed to take minutes for this meeting)

Members Absent: Jeff Grey (excused), Cheryl Lobert (excused)

Staff Present: Sherry Yens

Guests Present: Mike Scherba, Laura Hardenburgh

II. Approval of Minutes

M/S by Jack Walker/Dave Hardenburgh to approve the Planning Commission Minutes of October 14, 2003 as amended. Under New Business the site plan approved was for Mike Fiorillo. Under Public Comments correction for spelling Aiprot to Airport. Under Old Business Pickett to Piggott. Motion carried. M/S by Becky Thornhill/jack Walker to approve the October 28, 2003 Planning Commission Workshop Minutes as submitted. Motion carried.

III. Reports

A. Chairperson's Report

None

B. Zoning Administrator Report

- The Village is working on enforcing uses of new addresses rather than old ones. Letters will be sent to homes where new address is not being used.
- The Village is adopting an ordinance for code enforcement. This ordinance names the Village Manager as Code Enforcer and authorized manager to hire employees to assist in code enforcement.

C. Village Council Update

None

D. Other

The November 4, 2003 election has been certified and approved.

V. Old Business

A. Zoning Violation – Dave Shoemaker

The Commission reviewed the revised site plan and application for the changes of the driveway and the signage.

Motion/Support by Jack Walker/Dave Hardenburgh to accept site plan #2003-03 with the provision that the \$25.00 fee be paid.

Motion carried.

VI. New Business

A. Discuss Commercial Ordinance

The Commissioners outlined questions for the upcoming workshop with Doug Piggott.

VI. Public Comment

Laura Hardenburgh commented on the Liaison Meeting between the LIPOA and the Village. The LIPOA compliance with the funneling ordinance is in question. In addition, Lake Isabella South is moving toward changing their building and use restrictions. Laura would like the unbuildable restriction to remain part of the building and use restrictions. The Village owns many lots in Lake Isabella South and Village Council approval is an important part of getting a majority of lot owners to change the building and use restrictions for that subdivision.

VII. Rebuttal and answers to Public Comments.

Several Commissioners and Manager Yens addressed the funneling ordinance pointing out that it is not feasible to provide a docking space for every lot at Lake Isabella. The ordinance provides standards for docking. The ordinance was in place prior to the Village.

Commissioner Thornhill suggested removing the section in the Building and Use Restrictions that restricts the number of septic permits. Even if they wanted to, the Health Department cannot issue a septic permit because of the way the Building and Use Restrictions are written. If the Building and Use Restrictions do not address how many septic permits are issued, then the Health Department would have to use their own standard to deny or approve septic permits.

VIII. Adjournment

There being no further business, ***Chairperson Dunham adjourned the meeting at 9:30 p.m.*** The next scheduled meeting of the Planning Commission will be December 9, 2003.

Respectfully submitted,
Becky Thornhill, Acting Secretary

Approval Date _____

**Village of Lake Isabella
Planning Commission Workshop
November 12, 2003**

I. Call to Order

A workshop meeting of the Planning Commission of the Village of Lake Isabella was held on November 12, 2003 in the Village office. A quorum being present, ***Chairperson Bill Dunham called the meeting to order at 2:00 pm.***

Members Present: Chairperson Bill Dunham, Dave Hardenburgh, Jeff Grey (late), Jack Walker, and Becky Thornhill (appointed by the Chair to take minutes for this meeting.)

Members Absent: Secretary Cheryl Lobert (excused)

Staff Present: None

Guests Present: Doug Piggott, Zoning Consultant

II. Zoning Questions and Discussion with Doug Piggott

Chairperson Dunham outlined the current commercial zoning districts and reviewed the map with the group.

The following issues were discussed.

- A. *Golf Course Zoning.* The Pines Golf Course is currently zoned residential. Most golf courses are a special use in a residential district and any expansion requires a permit. The retail/pro shop and clubhouse are accessory uses to the main use as a golf course. The golf course serves as a nice buffer between the Coldwater Road commercial corridor and the residential areas.
- B. *Correction of Village Zoning Map.* The commercial zoning on the west side of Coldwater Road needs to be clarified. Is it all or partially zoned commercial?
- C. *What are the ramifications of a county road running through our commercial corridor?* Driveway permits are issued by Isabella County because Coldwater is a county road. It would be useful to have a discussion with the Road Commission about keeping to a minimum the amount of curb cuts along Coldwater Road. Mr. Piggott explained to the Commission that statistically the more driveways there are the more accidents happen. Our zoning ordinance could have a "sub-area plan" or an "overlay district" to address the number of driveways within an area. Driveways are usually 150 to 200 feet apart in commercial districts. Curb

cuts can be temporary and then combined as the number of businesses increase.

- D. *Are lots on Coldwater Road an adequate size for Commercial/Office Service District?* Lot size is okay, but could be increased to include more than one lot. Parking space requirements are typically based on use. An ordinance would typically state a maximum lot coverage. An "overlay district" or "sub-area plan" could be used to address driveways and parking areas. Parking can also be combined on the sides, in the front or in the back of adjoining businesses. Side parking promotes sharing of parking areas. A "performance guarantee" could be used to address future sharing of driveways and parking areas in the event that there are no adjoining businesses at the time a site plan is approved. In the event the owner refuses to follow through with the agreed upon drive and/or parking specifications, an easement to the Village where the owner cannot build allows the Village to put in driveway and/or parking and then assess the property owner. Access drives could be behind or in front of the building with relaxed set backs to allow for parking. A buffer of shrubs might be used to screen the parking area from the street.
- E. *A future land use map.* This can be developed to show all the areas targeted as commercial even if they are not currently zoned commercial. Residential homes with the targeted areas could maintain their residential zoning but could then be zoned commercial upon request of the property owner. The strength of a commercial area is the concentration of the area. A balance between supply and demand is necessary to maintain concentration of business areas.
- F. *The commercial district on Bundy.* This property has always been commercial and could be an exception to the focus of directing commercial growth to the Coldwater Road corridor. Since the Bundy area is primarily a residential district, the Village would probably not want to increase the size of commercial zoning district in that neighborhood.
- G. *How detailed should we be in naming the type of businesses in a commercial zone?* Combining into categories rather than naming each business is easier to read. A "Schedule of Uses" might be developed to make the ordinance more user friendly. This table has uses listed alphabetically by district. Some communities have a manual that is a short cut of the ordinance for easy use.
- H. *Airport Residential District.* This separate district only makes sense if airplanes can taxi on Bonanza Lane, which they can not do according to MDOT Aeronautical.

- I. *Bed and Breakfast Inns.* These are allowable in residential districts as home occupations. Any riparian rights issues are not zoning issues.
- J. *Can "harmonious" be used as a zoning standard?* The Village can require harmony with the future vision for our community. Harmonious is a subjective standard but still must be applied consistently. The Village has the right to require harmony but must define what that is. If the Village uses a discretionary standard, we should state why it is necessary to use that standard. For example, necessary to protect health, safety and welfare.
- K. *Procedure to Amend Master Plan and Site Plan.* Simultaneously amend Master Plan and Office Service District, then amend zoning map, then review site plan.
- L. *New Urbanism Concept.* This concept looks much like the zoning of the 1920s. It allows for more concentrated neighborhoods where people can walk rather than drive. Randall Arndt has several books on community design that might be helpful to the Planning Commission.

III. Adjournment

There being no further business, *Chairperson Dunham thanked Mr. Piggott for attending and adjourned the meeting.* The next scheduled meeting of the Planning Commission will be December 9, 2003.

Respectfully submitted,
Becky Thornhill, Acting Secretary

Approval Date _____

Village of Lake Isabella
Planning Commission
December 9, 2003

I. Call to Order

A regular meeting of the Planning Commission of the Village of Lake Isabella was held on December 9, 2003 in the Village office. A quorum being present, Chairperson Bill Dunham, called the meeting to order at 7:00 p.m.

Members Present: Bill Dunham, Becky Thornhill, Cheryl Lobert, Jeff Grey, David Hardenburgh, Jack Walker and Bruce Torgerson

Members Absent: none

Staff Present: Jessica Bundy, Adm. Assistant to Village of Lake Isabella

II. Approval of Minutes

Minutes were approved as distributed.

III. Reports

A. Chairperson's report: None

B. Zoning Administrator's report: concerns of the law suit were addressed. Also what the Health Dept. was willing to do to help out on abandoned trailers. George will need to site them and go through the normal process of this. Bill will try to get with George to get more information.

C. Village Council update: results of the meeting with Jeff Grey and Mr. Lynch will be available for review at the January meeting. Minutes approved to be published in paper.

D. Other: none

IV. Old Business:

A. Mr. Streckly's lot is platted and unable to be split. He will be notified of this with documentation as to the reasonings.

B. Other: page 3-5 item #320 defines temporary residences
page 3-7 item #8 single family residence definition
will try to ask Doug about definitions for houseboats and Jessica will check on other areas to get information on docking.

V. Public comment: none

VI. Adjournment 9:05 p.m.

*note - the next scheduled meeting is January 13, 2004 at 7:00 p.m.

** note - minutes will be available for inspection at the Village Office located at 1096 Queensway Drive eight (8) business days following the meeting.

*** note - anyone needing handicap accessibility please contact the Village Office within 48 hours of the meeting date and time.