

**Village of Lake Isabella**  
**Planning Commission Minutes**  
Regular Meeting February 12, 2008

1010 Clubhouse Drive  
Lake Isabella, MI, 48893

Planning Commission Chairman Dunham called the meeting to order at 7:07 PM.

**Members Present:** Grey, Gloden, LaPointe, and Dunham

**Members Excused:** Kerr, Walker, and Klinke

The agenda was approved without objection.

The minutes from the December 4, 2007 meeting were approved as presented without objection.

**Public Comments:**

- Mike Scherba of Lincoln Drive: Made several comments regarding the proposed comprehensive zoning code update, among his comments were the following:
  - The proposed requirement for attached garages on single-family dwellings is a good addition; however the size requirement for the LR1 district might be too large.
  - On page 7 of the current draft, should the regulation be to the septic tank and field, not just the tank?
  - Also on page 7, front door orientation is often hard to match on cul-de-sacs.
  - Requiring windows on sides of new single-family dwellings is a good addition; however 20% is very high and also requires the homeowner to install additional energy saving items.
  - Chain-link or cyclone fences should be prohibited in the Village.

**Public Hearing(s)**

1. Proposed Ordinance 2007-11; Parcel K-2 Rezoning  
Dunham opened a public hearing for proposed ordinance 2007-11 at 7:32 PM.  
Public Comments: None  
Dunham closed the public hearing at 7:34 PM.

**Existing Business**

1. Proposed Ordinance 2007-11; Parcel K-2 Rezoning  
A motion was made by Grey, which was seconded, to recommend ordinance 2007-11 be adopted by the Village Council. ROLL CALL VOTE: Yeas; Gloden, Grey, LaPointe, and Dunham; Nays; None: MOTION PASSED UNANIMOUSLY.
2. Proposed Comprehensive Zoning Code Update  
The Planning Commission reviewed pages 25-43 of the zoning update draft. The following areas were discussed:
  - Establishing a spacing requirement for taverns in the C District. The Planning Commission request staff to draft language to consider.
  - Creating a Neighborhood Commercial District for the large lots at Bundy and Queens Way. The Planning Commission directed staff to work with the property owners and draft language to consider.
  - The Planning Commission also discussed traffic visits for Home Occupations. Staff was directed to draft language to consider.
3. Future Land Use Map  
This item was tabled until the April meeting.

**New Business**

1. 2008 Goals

A motion was made by LaPointe, which was seconded, to set the 2008 goals as stated below:

- Finish work on comprehensive zoning code update
- Continue work done by Dunham on a Village owned Cemetery
- Planning Commissioner Citizen Planner Certification
- Walking Paths/Trails
- Master Plan for Greenery/Tree Neutral Community

VOICE VOTE: MOTION PASSED UNANIMOUSLY

2. 2007 Planning Commission Annual Report

The Planning Commission approved the draft of the annual report to be submitted to the Village Council without objection.

**Public Comments:**

- Mike Scherba of Lincoln Drive: Made several comments regarding the proposed comprehensive zoning code update, among his comments were the following:
  - His property in Plat 4 that is currently zoned commercial has been devalued by the additional commercial zoning created in the community; he would like to see these lots addressed in the zoning update.
  - Chain-link or cyclone fences should be prohibited in the Village.

With no further business the Planning Commission adjourned at 9:22 PM.

Jeffrey P. Grey  
Village Clerk X\_\_\_\_\_

**Village of Lake Isabella**  
**Planning Commission Minutes**  
Regular Meeting April 8, 2008

1010 Clubhouse Drive  
Lake Isabella, MI, 48893

Planning Commission Chairman Dunham called the meeting to order at 7:01 PM.

**Members Present:** Grey, Gloden, Kerr, Klinke, LaPointe, and Dunham  
**Members Excused:** Walker

The agenda was approved without objection.

The minutes from the February 12, 2008 meeting were approved as presented without objection.

**Public Comments:**

- None

**Public Hearing(s)**

- None

**Existing Business**

1. Proposed Zoning Code Update; Continue Second Reading

Wolff gave a presentation to the Planning Commission detailing Form Based Zoning. During the presentation, he explained the history of Euclidean Zoning, the nature of Form Based Zoning, the differences and how it could be applied in the Village. There was lengthy discussion among the Planning Commission during the presentation which lasted until 8:30 PM. After the presentation, the Planning Commission asked to see how form based zoning could be incorporated into the Village's commercial districts at their next meeting.

The Planning Commission also discussed sections of the zoning code which could be removed and made general nuisance ordinances. These areas of the zoning code include; fences and walls, swimming pools, vehicles, lighting, signs, and land division requirements.

The Planning Commission then completed its second reading of the proposed zoning code update.

2. Future Land Use Map

Action on this item was postponed until further work could be presented relating to form based zoning.

**New Business**

- None

**Public Comments:**

- None

Kerr asked if the Lake Study has been finalized or not. LIPOA President Larry Hiither was in attendance and answered that the report was finalized late last year and that the Village has a digital copy and there is also a copy on the LIPOA website.

With no further business the Planning Commission adjourned at 9:12 PM.

Jeffrey P. Grey  
Village Clerk X\_\_\_\_\_

**Village of Lake Isabella**  
**Planning Commission Minutes**  
Regular Meeting May 13, 2008

1010 Clubhouse Drive  
Lake Isabella, MI, 48893

Planning Commission Chairman Dunham called the meeting to order at 7:04 PM.

**Members Present:** Grey, Gloden, Klinke, LaPointe, Walker and Dunham  
**Members Absent:** Kerr

The agenda was approved with the addition of New Business #2, LIPOA Architectural Control Committee as requested by Walker without objection.

The minutes from the April 8, 2008 meeting were approved as presented with one correction.

**Public Comments:**

- None

**Public Hearing(s)**

- None

**Existing Business**

1. Proposed Zoning Code Update

There was lengthy discussion regarding the proposal to use Form Based zoning in the office service and commercial districts. Also discussed were possible zoning regulations pertaining to utility line placement.

The Planning Commission also discussed the timeline for adoption and other work done so far on the zoning code update.

A motion was made by Walker, which was seconded, to request that the Village Council enact a moratorium on all zoning permits for single family residential structures without an attached garage until September 1, 2008. VOICE VOTE: MOTION CARRIED UNANIMOUSLY

A motion was made by Walker, which was seconded, to schedule two public hearings for the June 10<sup>th</sup> meeting. The first hearing is to consider the proposed sections of the zoning code to be removed and made a general nuisance offense, and the second hearing is to consider the other updates to the zoning code, including Form Based zoning for the office service and commercial districts. VOICE VOTE: MOTION CARRIED UNANIMOUSLY

2. Capital Improvement Plan

Wolff presented the proposed Capital Improvement Plan to the Planning Commission.

A motion was made by LaPointe, which was seconded, to recommend to the Village Council that the proposed CIP is in conformity with the Village's Master Plan. VOICE VOTE: MOTION CARRIED UNANIMOUSLY

**New Business**

1. Streetlight Master Plan

The Planning Commission was presented with the proposed Streetlight Master Plan as drafted by the TSI Committee.

A motion was made by Walker, which was seconded, to recommend to the Village Council that the proposed Streetlight Master Plan is in conformity with the Village's Master Plan. VOICE VOTE: MOTION CARRIED UNANIMOUSLY

2. LIPOA Architectural Control Committee

Walker stated that his question and concern had been addressed during the discussion on Form Based zoning. No further action or discussion occurred.

**Public Comments:**

- None

With no further business the Planning Commission adjourned at 9:04 PM.

Jeffrey P. Grey

Village Clerk X \_\_\_\_\_

**Village of Lake Isabella**  
**Planning Commission Minutes**  
Regular Meeting June 10, 2008

1010 Clubhouse Drive  
Lake Isabella, MI, 48893

Planning Commission Chairman Dunham called the meeting to order at 7:04 PM.

**Members Present:** Grey, Gloden, Kerr, LaPointe, Walker and Dunham

**Members Excused:** Klinke

The agenda was accepted as presented without objection.

The minutes from the May 13, 2008 meeting were accepted as presented without objection.

Reports were given by the Village Manager, Chairman, and Grey gave a report for the Village Council.

**Public Hearings:**

- A public hearing for proposed Ordinance 2008-02, formerly known as proposed Ordinance 2007-10, was opened by Dunham at 7:12 PM.

**Public Comments:**

Dave Swayze of Fairway Drive: Inquired about the commercial zoning on Coldwater road, curb-cuts, and lighting. (Wolff answered by explaining the form based zoning, lighting regulation and curb-cut regulations)

With no further public comments, Dunham closed the public hearing at 7:17 PM.

**Public Comments**

- Larry Hiither of Queens Way, and LIPOA President: Talked about brush and jointly purchasing a wood chipper for the Village and LIPOA.
- Richard Schmidt of School Road: Talked about the illegal dumping at the corner of Baseline and School Road since the Village closed the lagoon site.
- Dave Swayze of Fairway Drive: Asked why his lot was not included on the DTE gas project.

**Existing Business**

1. Proposed Zoning Code Update; Ordinance 2008-02

The Planning Commission reviewed the final changes to the draft. There was discussion over fencing. The Planning Commission also reviewed the language and materials for Adult Entertainment Activities, Communication Towers & Antennas, and other areas of consideration as drafted by the Village's legal counsel.

Chairman Dunham appointed a special ad-hoc committee to further review fencing regulations. He appointed the following people to serve on the committee; Mike Scherba, Larry Hiither, Jeff Grey, Roger Kerr, John Boyd, and himself.

A motion was made by Walker, which was seconded, to recommend to the Village Council that proposed ordinance 2008-02 be adopted. ROLL CALL VOTE: MOTION CARRIED UNANIMOUSLY

2. Community Improvement Award

The Planning Commission was presented with the information for the Community Improvement Award.

**New Business**

- None

**Public Comments:**

- Mike Scherba of Lincoln Drive: Stated that in his opinion cyclone fences should be prohibited in the Village.

With no further business the Planning Commission adjourned at 9:14 PM.

Jeffrey P. Grey

Village Clerk X\_\_\_\_\_

**Village of Lake Isabella**  
**Planning Commission Minutes**  
Regular Meeting July 8, 2008

**1010 Clubhouse Drive**  
**Lake Isabella, MI, 48893**

Planning Commission Chairman Dunham called the meeting to order at 7:02 PM.

**Members Present:** Gloden, Kerr, LaPointe, Walker and Dunham  
**Members Absent:** Grey

The agenda was accepted as presented without objection.

The minutes from the June 10, 2008 meeting were accepted as presented without objection.

Reports were given by the Village Manager and Chairman. Dunham presented Walker with a plaque recognizing his years of service to the Village.

**Public Comments**

- Larry Hiither of Queens Way, and LIPOA President: Thanked Jack Walker for his years of service to the community.

**Existing Business**

1. 2007 Community Improvement Award  
The top three choices were reviewed and the Planning Commission, by secret ballot, selected a winner.
2. 2008 Goals Update  
In light of the completed zoning update, the Planning Commission reviewed its goals for 2008. The Planning Commission listed future projects of interest as fencing, cemetery, walking paths, and greenery planning.
3. Antennas, Communication Towers, and Windmills  
The Planning Commission reviewed the proposed changes in the zoning update for antennas, communication towers, and windmills based on two recent ZBA appeals.  
  
A motion was made by Walker, which was seconded, to recommend to the Village Council that the updated language be adopted in the zoning update ordinance. VOICE VOTE: MOTION CARRIED.

**New Business**

1. Zoning Board of Appeals Meeting; August 11<sup>th</sup>  
The Planning Commission was briefed on the pending appeal before the ZBA for 8/11/2008.
2. August Meeting Agenda  
The August meeting was canceled, and the Planning Commission asked to schedule a joint meeting with the LIPOA's A.C. Committee before the September meeting.

**Public Comments:**

- None

With no further business the Planning Commission adjourned at 9:02 PM.

Jeffrey P. Grey  
Village Clerk X \_\_\_\_\_



**Village of Lake Isabella**  
**Planning Commission Minutes**  
Regular Meeting September 9, 2008

**1010 Clubhouse Drive**  
**Lake Isabella, MI, 48893**

Planning Commission Chairman Dunham called the meeting to order at 7:00 PM.

**Members Present:** Kenney, LaPointe, Gloden, Grey, Boyd, and Dunham  
**Members Absent:** Kerr

The agenda was accepted as presented without objection.

The minutes from the July 8, 2008 meeting were accepted as presented without objection.

Reports were given by the Village Manager and Chairman.

**Public Comments**

- Larry Hiither of Queens Way, and LIPOA President: Thanked the Planning Commission and Village for working with the LIPOA on land use and development issues. He requested that the Village adopt a moratorium on fencing while the Fence Committee continues its work. He cited the recent action by the Village to approve a fence permit on Queens Way that the LIPOA denied.
- Garl Perleberg of Cantabrian Drive: Commented that when he talks to people in his district (Lake Isabella North) they think things are going well, but would like to see brush better maintained along the roads, new street signs in their plat, and a light at the end of Cantabrian at Termino Park.

Dunham asked if there was objection to adding “Fencing Moratorium” under New Business #2. The item was added to the agenda without objection.

**Existing Business**

1. Recreation Paths and Trails Committee

The Planning Commission reviewed the staff report about forming a committee to develop a master plan and proposal for paths and trails in the Village. At the request of the Chair, the committee was created without objection.

Dunham appointed LaPointe and Gloden to serve on the Committee. LIPOA members Laraway and Grisdale were also appointed. The remaining three positions will be posted by interested community members at the October meeting.

2. Master Greenery Plan

The Planning Commission reviewed the staff report on developing a Master Plan for Greenery in the Village and the Tree City USA designation.

**New Business**

1. Election of Officers

A motion was made by Grey, which was seconded by Kenney, to nominate Bill Dunham for Chairman.

A motion was made by LaPointe, which was seconded by Gloden, to nominate Roger Kerr for Vice-Chair.

A motion was made by Grey, which was seconded by LaPointe, to nominate Ardith Gloden for Secretary.

A motion was made by Boyd, which was seconded by LaPointe to close nominations and cast a unanimous ballot for the nominated officers. VOICE VOTE: MOTION CARRIED UNANIMOUSLY.

2. Fencing Moratorium

There was lengthy discussion over the request to place a moratorium on fencing while the Fence Committee continues it work. There was debate over the period of time to request, manner in which to handle appeals during the moratorium, what districts to include, what types of fences to include, and whether the issue presented a serious concern which was warrant a moratorium.

A motion was made by Grey, which was seconded by LaPointe, to request the Village Council enact the following moratorium:

That for a period of time not to exceed one year from the date of enactment of this resolution, or until such time as the Village of Lake Isabella has adopted new regulations pertaining to fencing, a moratorium is hereby in place for the erecting of all new permanent above ground fences (picket, cyclone, privacy, and split-rail as defined in Chapter 1222 of the codified ordinances of the Village of Lake Isabella) in all residentially zoned districts of the Village of Lake Isabella unless otherwise required by state law or local ordinance.

Furthermore, the Village of Lake Isabella hereby recognizes that special and unique circumstances, such as a medical condition, may arise which warrant the erecting of a permanent fence during this moratorium period. In such cases, a request may be presented in writing to the Planning Commission to erect a fence under such special and unique circumstances. The Planning Commission shall act in an administrative capacity, and may approve or deny the request. Prior to considering the request, the Planning Commission shall cause notice to be given to all property owners within 300 feet of the property where the fence is requested no less than 15 days from the date of consideration. The action of the Planning Commission may be appealed to the Zoning Board of Appeals in the manner allowed by the zoning ordinance.

VOICE VOTE: MOTION CARRIED UNANIMOUSLY

**Public Comments:**

- None

With no further business the Planning Commission adjourned at 8:54 PM.

Jeffrey P. Grey  
 Village Clerk X \_\_\_\_\_

**Village of Lake Isabella**  
**Planning Commission Minutes**  
Regular Meeting October 14, 2008

**1010 Clubhouse Drive**  
**Lake Isabella, MI, 48893**

Planning Commission Chairman Dunham called the meeting to order at 7:01 PM.

**Members Present:** Kenney, Kerr, Gloden, Grey, Boyd, and Dunham

**Members Excused:** LaPointe

The agenda was accepted as presented without objection.

The minutes from the September 9, 2008 meeting were accepted as presented without objection.

Reports were given by the Chairman regarding the Fence Committee, the Village Manager, and Grey regarding the Village Council. Gloden asked Grey why the Council did not act on the fence moratorium request. Grey responded that it was the recommendation of the Village's legal counsel not to enact the moratorium.

**Public Comments**

- None

**Existing Business**

1. Recreation Paths and Trails Committee

The Planning Commission reviewed the staff report regarding the committee. Wolff recommended to the Planning Commission that work not begin until the final three members were appointed. Presently only 4 of the 7 positions have been filed. Wolff also stressed the need to get additional public participation and input by hoping to find three residents without any previous service to join the committee.

**New Business**

1. Master Plan Review

The Planning Commission reviewed the Master Plan as required under Public Act 33 of 2008. After the review, a motion was made by Grey, which was seconded, to update the Master Plan in light of the progress made on the goals of the Master Plan. VOICE VOTE: MOTION CARRIED.

2. Lake Isabella Airpark Zoning

The Planning Commission reviewed the staff report regarding the current zoning and land use near the airport. After discussion, the Planning Commission directed staff to begin drafting an ordinance to amend the zoning map and text for this area.

3. Form Based Zoning Review

The Planning Commission reviewed the Form Based draft for the Foresta Verda, Platinus Pointes, and Whispering Pines Cove are area of the Village. The Planning Commission provided feedback and directed staff to continue with the Form Based work.

4. December Meeting

The Planning Commission discussed the December meeting. There was consensus of the members to tentatively schedule the meeting for December 2<sup>nd</sup>.

Grey asked about the planned joint meetings with the ZBA and Lake Isabella Property Owners Association Architectural Control Committee. Larry Hiither, LIPOA President said that they would prefer a Friday morning, however he questioned the need as he attends the Planning Commission meetings and the other member of the ACC John Boyd is a member of the Planning Commission.

**Public Comments:**

- None

With no further business the Planning Commission adjourned at 8:37 PM.

Jeffrey P. Grey

Village Clerk X \_\_\_\_\_

**Village of Lake Isabella**  
**Planning Commission Minutes**  
Regular Meeting December 2, 2008

**1010 Clubhouse Drive**  
**Lake Isabella, MI, 48893**

Planning Commission Chairman Dunham called the meeting to order at 7:04 PM.

**Members Present:** Kenney, Kerr, Gloden, Grey, Boyd, and Dunham

**Members Excused:** LaPointe

The agenda was accepted as presented without objection.

The minutes from the October 14, 2008 meeting were approved as corrected.

Reports were given by the Village Manager detailing the natural gas project, code enforcement, and unbuildable lots. A report on the October Village Council meeting was given.

**Public Comments**

- None

**Existing Business**

1. Introduction of Proposed Fence Regulation Update Ordinance

A motion was made by Grey, which was seconded, to introduce the proposed ordinance and set a public hearing for the January 13, 2009 regular meeting. VOICE VOTE: MOTION CARRIED

**New Business**

- None

**Public Comments:**

- None

With no further business the Planning Commission adjourned at 7:46 PM.

Jeffrey P. Grey  
Village Clerk X \_\_\_\_\_