

**Lake Township Meeting of the Planning Commission
Meeting Minutes
January 14, 2021**

The Lake Township Planning Commission held a regular scheduled meeting on Thursday, January 14, 2021 at 6:30 p.m. This meeting was held telephonically, in accordance with the Michigan Department of Health and Human Services Order, effective November 18, 2020; updated December 18, 2020, and in accordance with the Amended Open Meetings Act, as amended by Public Act 228 of 2020, stating ALL indoor meetings of a public body must be held completely virtually, (by telephonic or video conferencing), if at all, until January 15, 2021.

J. Rothhaar called the meeting to order at 6:34 p.m.

Members Present on Call/Location:

Jackie Randall, Lake Township
Mark Janeczko, Lake Township
Kyle Orr, Lake Township, Honor
John Rothhaar, Lake Township

Members Absent from Call:

Andra Bouck

Others Present on Call: Madeline Bitzan-Powell, Recording Secretary

Members of the Public: John Randall

PUBLIC INPUT:

None.

MEETING MINUTES:

- 1) **November 24, 2020 Planning Commission Meeting Minutes:** Approved.
 - A. **Motion** J. Rothhaar, seconded by J. Randall. Motion carried. Ayes: All.

Jackie Randall requested that a hard-copy of the minutes be mailed to her in the future instead of receiving them electronically.

CORRESPONDENCE:

None.

OLD BUSINESS:

- 1) Meeting Schedule for 2021

J. Rothhaar proposed the following schedule for regular Planning Commission Meetings in 2021. All meetings are scheduled on the third Thursday of the month and will begin at 6:30 p.m.

- April 15, 2021
- June 17, 2021
- September 9, 2021
- November 18, 2021

After brief discussion, J. Rothhaar moved that the proposed schedule be approved.

Roll Call Vote:

Kyle Orr:	Aye
Mark Janeczko:	Aye
Jackie Randall:	Aye
John Rothhaar:	Aye
Andra Bouck:	Absent

2) Discuss of Schedule and Proposed Review of Master Plan

A. Review of Master Plan

For discussion, J. Rothhaar circulated a proposed timeline and topical outline related to the Master Plan. As previously noted, the Master Plan is to be reviewed every five years. The Lake Township Master Plan was thoroughly reviewed and amended in 2010 and re-ratified five years ago. Most recently, the Lake Township Board re-affirmed the current Master Plan for one year at their last meeting.

It is the opinion of J. Rothhaar that the updating of the Master Plan can be successfully accomplished by the current updating of census data and the overall objectives included within the Plan, without the assistance of an outside consultant or the scheduling of multiple meetings to obtain public input. After discussion, it was agreed that the fundamentals of the Plan remain current and are not in need of in-depth updating. Further, there are no known major objections to the existing Plan as written in 2010 and as updated in 2015.

B. Scheduling of Meetings and Dissemination/Obtaining Information

Discussion was had regarding the scheduling of meetings to obtain public input. K. Orr re-emphasized his input from the last meeting, suggesting that Covid-19 may continue to complicate the scheduling of face-to-face meetings and obtaining public input during the Summer of 2021. J. Rothhaar agreed and suggested that no face-to-face public meetings be scheduled this coming Summer.

1) Lake Township Website

J. Rothhaar suggested that the Lake Township Website may be a useful tool to post the work of the Planning Commission and to obtain public comments. K. Orr agreed that this may be a viable alternative, although a face-to-face meeting is seemingly more widely accepted. J. Rothhaar agreed and suggested that it may be best to proceed with Planning Commission updates and information being made available on the website and the scheduling of meeting at the same time.

2) Lake Township Newsletter

John Randall suggested, via J. Randall, that information relating to the Master Plan be published in the Lake Township Newsletter. It was agreed that this should be done and was important tool to utilize in reaching the public.

C. Projected Timeline:

J. Rothhaar suggested that all of 2021 be utilized to re-draft the Master Plan, with completion and publication of the Master Plan projected for early-to-mid 2022. He stated that the review process has been stagnant for approximately one year, due to complications presented by Covid-19. At present, the Planning Commission will work to compile all new data available and will begin working on re-drafting and updating of specific topics.

NEW BUSINESS:

1) Sleeping Bear Dunes National Park

A. Maintaining Open Communication

It was suggested by J. Rothhaar that an open discussion be had with members of the Sleeping Bear Dunes National Park to inquire as to the status of their Master Plan and, 1) the Platte River and what they are doing to keep the river a positive experience for all and, 2) the status of the scenic drive off Cooper Road. Discussion ensued and it was determined that a smaller presence by the Planning Commission would be best to promote an open dialogue with the National Park. M. Janeczko will accompany J. Rothhaar to discuss these

matters with the National Park at a time to be established. J. Rothhaar hopes to meet with them prior to the April Planning Commission meeting.

2) Internal Circulation of Materials and Website Content

A. Circulation of Materials and Preferences

Hard-Copy:

J. Rothhaar

J. Randall

Either:

M. Janeczko *

K. Orr*

*All members agree that a hard-copy of a *final* draft of the Master Plan is preferable.

B. Website Contact Information vs. Internal Contact Information

It was noted that the Lake Township Website needs to be updated with current member and contact information. It is the general preference of the members that *email addresses* only be listed on the Website. Internally, a current list of members, email addresses, and phone numbers is acceptable for circulation.

OTHER ZONING MATTERS:

1) Proposed Development – Sutter Road

No update at this time. On-going project.

2) Active Appeal

As of this time, the Zoning Board of Appeals is currently scheduled to meet on January 21, 2021 at 6:30 p.m. relative to a parcel in Chimney Corners and side set-back

ADJOURNMENT:

J. Rothhaar to adjourn the meeting at 7:18 p.m.
Motion carried: Ayes: All

Respectfully submitted,
/s/Madeline M. Bitzan-Powell
Recording Secretary
1/20/21