

Lake Township Planning Commission
Meeting Minutes
April 13, 2023

The Lake Township Planning Commission held a meeting on Thursday, April 13, 2023 at 6:30 pm at Lake Township Hall (5153 Scenic Hwy, Honor MI).

J. Rothhaar called the meeting to order at 6:30 pm

Members Present;

John Rothhaar Mark Janeczko Carl Lightfoot Kyle Orr
 Jackie Randall

Others Present; Recorder- Maureen Jeannot, Josh Mills- Zoning Administrator, Anna Grobe- Township Clerk, and others (sign in sheet on file).

Public Input on Agenda; Item 6 was not meant to be on this agenda and was stricken. Agenda was approved with changes.

Meeting Minutes; Minutes from the Meeting on February 16, 2023 were approved as presented.

Correspondence; John Rothhaar had received an email from Rich Frank indicating the road work for the Sutter Rd Development was moving along very well and it was expected to be finished soon.

New Short-term Rental Ordinance; Two handouts 1) Current Proposed Ordinance and 2) Draft of Ordinance. (on file) The Lake Township Short-Term Rental Ordinance draft was reviewed by the Planning Commission. The ordinance is designed to minimize complaints involving excessive noise, disorderly conduct, overcrowding and parking problems at STR properties. Once the draft ordinance is approved, it will need to be accepted by the Lake Township Board.

Historically, short-term rentals in Lake Township have supported commerce in the county and surrounding area. Licenses will be required with annual renewal. It was decided that 75 licenses would be available or 5% of the 1500 housing units based on the 2020 census. License fees will be determined by the Township Board. The Planning Commission is recommending the fee start at \$500 per unit per year. The fee will cover the cost of an inspection (for safety purposes) and enforcement officer who will deal with complaints. Each rental unit will be required to have a designated contact person who is local and can be on the premise if necessary within 2 hours. Maximum occupancy will be 12. There will be guest and parking limitations to hinder nuisance problems. Licenses are to be openly displayed along with a 'Good Neighbor' policy. Violations and penalties could lead to License revocation. Changes were made in the draft Ordinance and it will be presented to the Lake Township Board.

Public Input; Multiple comments came from both STR owners and neighbors of a STR. It's felt some renters lack respect for environment and neighbors. Suggestion that a person cannot own more than one STR. Suggestion that STRs not be allowed next to one another. Extra dwelling units should be dealt with in the township zoning. Suggestion that some property owners would want to acquire a license whether or not they intend to rent. Suggestion that the definition of 'owner' needs to be addressed.

Suggestion to require license be on display at entrance. Response time of owner should be no more than one hour. Size of trash receptacle should be no bigger than 90 gal roll-away. Size of septic system should be factored into occupancy total. Suggestion that dwelling needs to be current on building codes. Suggestion to limit number of licenses. There are concerns about companies buying up properties to use as rentals. Concerns about the amount of time required by the Lake Township staff in handling licenses.

The LT Planning Commission feels they have considered most issues in the license, but know there will be feed-back and changes may be needed in the future. The intent is to take action now for the upcoming 2023 summer season.

New Business; None

Old Business;

a. Master Plan Information Update; The Lake Township Master Plan was adapted by the Lake Township Board on April 6, 2023 following a public hearing.

Public Input; None

b. Sutter Road Information Update; Letters and comments are coming in mostly in opposition to moving Sutter Rd. A Memo from the Planning Commission was presented to the Lake Township Board (on file). Crystal Downs also submitted a memo to both the Planning Commission and the Lake Township board (on file). Most concerns are for water runoff and the proposed new intersection with M-22. Benzie County will hire engineers and there may be a need for more environmental reviews. The best interest of the township should be considered.

Public Input; Crystal Lake Watershed has had meetings with Crystal Downs. The current road cannot be abandoned until the new road is finished.

Other Zoning Matters; None

Public Input; None

Adjournment; Meeting was adjourned at 9:26 pm.

Scheduled meetings: June 15, 2023, September 14, 2023 and November 16, 2023.

Respectfully submitted

Maureen Jeannot, Recording Secretary

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