

**Lake Township Planning Commission**  
**Meeting Minutes**  
**June 15, 2023**

The Lake Township Planning Commission held a meeting on Thursday, June 15, 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, and others (sign in sheet on file).

**Public Input on Agenda;** None. Agenda was approved.

**Meeting Minutes;** Minutes from the Meeting on April 13, 2023 were approved as presented.

**Correspondence;** John Rothhaar received an email from Michael Morris of Crystal Downs (on file) to be discussed under Old Business. Mr. Rothhaar also received slope maps from Crystal Lake Watershed (on file) to be discussed under New Business. A letter was received from Carl E. Greene noting his opinions of the Short Term Rental Ordinance (on file).

**Old Business;**

**a. Park Ridge Subdivision Update;** Progress is being made with the development related to infrastructure. Mr. Rick Franke was in attendance and spoke about his project.

**b. Sutter Road Update;** In an email received from Crystal Downs, it was indicated they were no longer planning to sell lots to fund the project, but were exploring other funding options and planned to move forward with getting permits, etc. to begin moving Sutter Road.

**c. Short-term Rental (STR) Ordinance;** (3 Handouts all on file: Short Term Rental Ordinance Draft #2 showing attorney comments, Draft #3 with discussion points, and a two page 'Good Neighbor Guide'.) The Ordinance was referred back to the Planning Commission following a review by a township attorney. An open discussion was held with the Commission members and interested members of the public about possible changes in the draft ordinance. Specific items addressed were: (1) the time within which a Local Contact Person must be available to address any issues was changed back to one hour, rather than two hours in the previous draft; (2) the definition of Owner, as it applies to a limit on owning multiple STRs was amended to prevent easily creating multiple entities to avoid the limit; (3) the need to clarify that the ordinance requires STR operators to provide the information in the Good Neighbor Guide prior to occupation of the STR, as well as posting it in the STR; (4) based on legal and practical enforceability concerns, any provision specifically limiting certain types of social events and limiting advertising for such use was dropped out of the latest draft. Based on a stated concern about the amount of the recommended annual license fee, there was a discussion of the fee. As drafted, the

ordinance requires the Township Board to set the fee, and the Board will need to consider whether the fee is too high for smaller STRs and whether the fee is reasonably based on the cost to the Township in administering the ordinance. The revised and adjusted Ordinance will be referred back to the Lake Township Board.

**New Business;**

**a. Master Plan Objectives;** The Commission considered the priority of objectives in the recently approved Master Plan, as summarized in the Handout- Summary of Lake Township Master Plan Objectives (on file). The Commission agreed that, consistent with the tentative completion dates in the Master Plan, the Watershed Overlay Review and Recommendation should be the next priority for consideration by the Commission. The review will include dialog with the Lake Associations for Crystal, Platte, Long and Little Platte Lakes. Kyle Orr suggested that the Conservation District be invited to attend these meetings as well. The watershed overlay review would be followed in priority by the Overall Zoning Review.

**b. Slope Maps for Crystal Lake Watershed.** The current ordinance has required the Township to have slope maps on file since some requirements in the ordinance depend on the slope of the property. Crystal Lake Township and the Crystal Lake and Watershed Association contracted to have slope maps prepared. A tentative, incomplete map for Lake Township and a sample detailed map for Crystal Lake Township were handed out (Handout- 2 page Crystal Lake Watershed Slope Map, on file). \$1,750 is needed to complete the maps for Lake Township. John Rothhaar made a motion to recommend to the Lake Township Board that slope maps be obtained for Lake Township. Voice vote, all ayes. Motion passed.

**Other Zoning Matters;** None

**Public Input;** None

**Adjournment;** Meeting was adjourned at 8:20 pm.

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

Respectfully submitted

Maureen Jeannot, Recording Secretary | June 16, 2023