



Date: January 10, 2021

To: Crystal Lake Township Board

From: Tom Kucera
Zoning Administrator

Subject: Zoning Report – 2021 Summary

Dear Township Board Members:

ZONING

Please see the attached spreadsheet that provides summary details of the thirty-five (35) zoning permits processed in 2021 plus 2 applications that were carried over from 2019, making a total of 37 permits. Two of those 37 permits were not approved, both because the applicant never provided all the required information.

Of the 35 permits approved:

- Eleven (11) were for new houses;
- Nine (9) were to remodel or add on to existing houses;
- Eight (8) were to add outside decks or patios;
- Four (4) were to demolish (2) or move (2) existing houses;
- Two (2) were for miscellaneous reasons (1 to remove trees and 1 for signs);
- One (1) was to add a roof top solar array.

Total fees paid for zoning permits for the calendar year 2021 were \$4,073.24

ENFORCEMENT

Several enforcement actions were pursued.

- Two involved docks in Crystal Lake at the ends of Broadway and Figg Roads that were resolved with the owners.
- One was for a fence on So. Shore that resulted in an appeal to the ZBA for a variance that was denied and the fence was removed.
- One was for a beach that was extended into Crystal Lake without an EGLE permit. EGLE issued a violation notice and the owner is in the process of removing the beach.
- Two were in response for complaints about accumulated trash or trash/junk cars. One of these was trash on a Casey Road property and one for trash/junk cars on Airport Road. One citation was issued for the Airport Rd property, which was paid. Both are continuing problems.

PLANNING COMMISSION

- The Planning Commission has now accomplished all the Goals set forth in the Township's Master Plan of 2014.
- ZONING ORDINANCE AMENDMENTS
 - Article 24 Amendment
The Planning Commission began review of suggested updates to Article 24 (Crystal Lake

Watershed Overlay) in 2019, held public input hearing in summer 2021 and recommended approval of the proposed updates in August 2021, which were approved by the Township Board and became effective on September 10, 2021.

- Solar Energy System Amendment
The Planning Commission began review of regulations for the installation of solar energy systems in 2018. Current zoning ordinances do not provide any guidance for property owners. A public hearing is scheduled for January 26, 2021, to receive public input. The Planning Commission may elect to recommend approval to the Board after that public hearing.
- General Zoning Ordinance Review
The Township's attorneys, while consulting on various zoning issues, have suggested a number of revisions to strengthen the current ordinances or remove ambiguities that the Planning Commission may begin reviewing.
- SPECIAL LAND USE PERMITS
 - RV Park Expansion that is currently before the Planning Commission has been placed ON HOLD pending resolution of the needed for a variance to exceed the 2,000 SF limit on the total square footage of all accessory buildings on a property (Article 3.10 & 3.11).

ZONING BOARD OF APPEALS

Only one appeal came before the Zoning Board of Appeals. The owner of the property at 1139 S. Shore requested a variance to allow construction of a fence along S. Shore Drive that exceeded the height and open space requirements of Article 21.15. This variance request was denied.

Please let me know if you have any questions regarding this report or any other zoning issues.

Tom Kucera
Zoning Administrator
Crystal Lake Township

2021 ZONING DEPARTMENT PERMIT LOG

Report Date = 1/10/2022

Permit #	Parcel #	Status	Scan'd	Chklist	GD Filed	Applicant	Address	Project Description	Fee
2021 Zoning Permits Processed									
2020-20	100-137-00	Wthdrwn	■	■	■	L. Cathlina / TBD	2190 Howland Ave CSA Lots 204-207	New House and attached garages = WITHDRAWN BY ORD	N/A
2020-34	001-110-00	App'd	■	■	■	S. & K. Nelson / TBD	4907 River Road	New House Land division approved 4/26/21	N/A
2021-01	001-202-00	App'd	■	■	■	R. Stephenson / Gillison	513 So. Shore Dr.	Demo existing cottage	\$30.00
2021-02	001-350-00	App'd	■	■	■	A & H Kiplinger /	229 Palcich Rd	Demo existing house & septic tank	\$30.00
2021-03	001-420-25	Wthdrwn	■	■	■	K & C Learnihan / CDI Ed Kriskywicz	865 Airport Rd	New House with attached garage/shop -WITHDRAWN BY ORD Fees Forfeited	\$255.00
2021-04	001-295-00	App'd	■	■	■	S & W Shreiner / John Darien Homes	1261 Michigan Ave	16' x 16' Addition to existing house	\$80.00
2021-05	001-033-12	App'd	■	■	■	G & C Rohlfing / The Cottage Pros	4445 Mollineaux	12 x 14 Gazebo Addition to Existing Deck	\$80.00
2021-06	100-191-00	App'd	■	■	■	J. Whelpton / TBD	398 Lion Lane / CSA	Cottage Remodel	\$80.00
2021-07	001-311-00	App'd	■	■	■	W. Kennis / TBD	962 Michigan Ave	Accessory Bldg for Studio for Private Use	\$60.00
2021-08	085-059-00	App'd	■	■	■	M & B Malasky	460 Esplande Court	10 x 30 Porch	\$95.00
2021-09	065-010-00	App'd	■	■	■	S Jandernoa / Bright Construction	623 Shorewood	Accessory Bldg for Beach House	\$60.00
2021-10	001-291-91	App'd	■	■	■	T Kirkwood / T Gonyon	714 Sukhumuit	New free standing, accessory deck	\$160.00
2021-11	045-010-01	Pend'g	■	■	■	B Kwasnick / Portland Building Co.	1575 E. South Shore Dr.	New Front & Rear Deck	\$80.00
2021-12	001-242-10	App'd	■	■	■	J Gentle / TBD	1280 Pautz Road	New 24 x 24 Garage	\$60.00
2021-13	001-403-40	App'd	■	■	■	T McClellan / Self Built	235 Snell Rd	New 32 x 18 Deck at Pool	\$60.00

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Permit #	Parcel #	Status	Scan'd	Chklist	GD Filed	Applicant	Address	Project Description	Fee
2021-14	001-498-00	App'd	■	■	■	Betsie River Campground Inc / K Wilty / Johnson Complete Const. Co	1929 River Road	New 10 x 12 Deck on So side & 5 x 12 Deck on East side	\$80.00
2021-15	Various	App'd	■	■	■	Crystal Lake & Watershed Association	8 Lake Public Access Site	Eight (8) Public Access Sites for Crystal Lake in Township	\$320.00
2021-16	001-358-00	App'd	■	■	■	A & H Kiplinger / Newme Corporation	229 Palcich Rd	New 30 x 76 Modular House	\$172.00
2021-17	045-019-00	App'd	■	■	■	W Heeringa	1506 Maple St/ Robinson Resort	New 22.5 x 12 Deck	\$80.00
2021-18	001-181-30	App'd	■	■	■	A Adamo / Socks Custom Homes LLC	1618 Tree Tops Lane	New House with attached garage/shop	\$419.00
2021-19	001-156-00	App'd	■	■	■	P. Hensel / Culley Collier Const Co.	1139 So Shore	New Second Story Deck	\$80.00
2021-20	001-262-00	App'd	■	■	■	M Walton / D Chamberlain Builder	1616 Ness Road	Move Existing House back from Lake Michigan bluff	\$40.00
2021-21	001-264-00	App'd	■	■	■	B Campbell / C Luibrand	1658 Ness Road	Move Existing House back from Lake Michigan bluff	\$40.00
2021-22	140-002-00	App'd	■	■	■	N Brilliant - K Divine / Platte River Const	1315 Shorewood	16 x 16 Breezeway Infill	\$60.00
2021-23	090-019-00	App'd	■	■	■	T Menchaca / P&Khunt	Vacant Lot 14 Bedell's Addn to Crystalia	New House 44 x 66	\$231.36
2021-24	095-007-00	App'd	■	■	■	M. Williams / K Williams / E Rosenblatt	2405 Forest Ave	Porch Addition 12 x 22	\$60.00
2021-25	140-011-00	App'd	■	■	■	S Beckhorn / Pete's Concrete	1015 Shorewood	New Concrete Patio	\$60.00
2021-26	176-003-00	App'd	■	■	■	T Shuman	2375 Carlson Rd	New 16 x 12 Enclosed Deck & Bay Window	\$60.00
2021-27	055-024-00	App'd	■	■	■	M. Lodes / Cooley Const Co.	15 S Shore Dr	New House	\$315.60
2021-28	135-004-00	App'd	■	■	■	D. Hansen	4478 Mollineax Road	Demo old house, build new house	\$324.08
2021-29	001-185-00	App'd	■	■	■	D. Blessing / The Ferraro Group	1792 Treetop Land	New 20 x 28 Garage	\$60.00
2021-30	001-156-00	App'd	■	■	■	P. Hensel / Culley Collier Const Co.	1139 So Shore	New pergola at front entrance	\$80.00

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Permit #	Parcel #	Status	Scan'd	Chklist	GD Filed	Applicant	Address	Project Description	Fee
2021-31	001-371-00	App'd	■	■	■	S Burke / Lakeshore Painting	2498 Glory Rd.	New 40 x 38 Garage	\$91.20
2021-32	065-012-00	App'd	■	■	■	W. Northway	575 Shorewood	Tree Removal for Bldg. mounted solar panels	\$40.00
2021-33	001-240-00	App'd	■	■	■	B. Brown / Up North Contracting	1356 Figg Road	20 x 30 Addition to Existing House	\$80.00
2021-34	065-012-00	App'd	■	■	■	W. Northway / CBS Solar	575 Shorewood	Roof Mounted Solar Array	\$80.00
2021-35	001-350-00	App'd	■	■	■	A. Kiplinger	229 Palcich Rd	New 30 x 50 Garage & 6' Fence	\$170.00
								Zoning Permit Fees to Date =	\$4,073.24

2021 Special Land Use Permits Processed									
2021-001	001-387-30	Pend'g - 05/26/21	■	□	□	R. Mix / Frankfort Crystal Lake RV Park	2060 Frankfort Hwy	RV Park Expansion -- Site Plan & docs submitted 10/13/21	\$500.00
								Special Land Use Fees to Date =	\$500.00

2021 Board of Zoning Appeal Actions									
2021-01	001-156-00	Denied 9/30/21	■	■	■	P Hensel / G Collier Const Co	1139 S Shore East	Construct 3 solid concrete fences along the front lot line of the property	\$1,600.00
								Refund \$1,000 Escrow 10/13/21	\$1,000.00
								ZBA Fees to Date =	\$600.00

2021 TOTAL FEES TO DATE									
								Total Fees to Date for Calendar Year =	\$5,173.24