

**Minutes of Regular Monthly Meeting
Crystal Lake Township Planning Commission
7:00 PM November 17, 2021
Crystal Lake Township Hall**

1. CALL TO ORDER at 7:00 pm by Chairman Greg Wright

2. ROLL CALL AND RECOGNITION OF VISITORS

Chairman Greg Wright called the roll:

Present: Commission Chairman Greg Wright
Commissioners Lee Ewing, Bill Herd, Dr. William Northway, and Mike Pasche

Also Present: Zoning Administrator Tom Kucera
Recording Secretary Jeannette Feeheley

Visitors: Becky Church, volunteer
Craig Fiederlein, Esq., CF Legal, PC
Brenda Mead, Manager of the Campground
Lee & Roger Mix, Owners of the Mix Recreational Vehicle Park
Sarah Ross, P.E., Civil Engineer, Lake Ann resident

3. CALL FOR CONFLICT OF INTEREST: None presented.

4. CORRESPONDENCE:

Chair reports none.

Zoning Administrator reports that Andy Miller, our representative on the Benzie County Board of Commissioners, contacted him with information and provided a two-page document about a Broadband Internet Survey. The County has hired a firm to conduct a county-wide survey to identify underserved areas to start the process to change them to well served areas. It's important that folks respond to this email survey. Dr. Northway commented that Charter and others display the County as better covered than we actually are so it's important that people respond to this survey.

5. APPROVAL OF MINUTES OF THE REGULAR MEETING OF OCTOBER 27, 2021

Commissioner Pasche asked for a correction on page 2, under 9A, Solar Energy Ordinance, line 2, that the wording "accepted the version and" be struck as the Commissioners had not voted on the proposed solar energy ordinance at the last meeting. He & Chairman Wright requested that sentence instead simply read: "Commissioners agreed to hold a public hearing on it in January 2022." Chairman Wright then asked for corrections on page 1, under 8A, Reports to the Commission, Chair Report, lines one and two: Strike "previously recommended goals of the Township Master Plan that the Planning Commission has accomplished in the last year". Clarifying the language and the time period of the work involved, Wright asked the wording be replaced with "priorities accomplished since the Township Master Plan was adopted in 2014."

Pasche then moved that the changes be incorporated as stated and that the Minutes of the October 27, 2021 Regular Meeting be approved as amended. Herd seconded. All ayes. Minutes approved as amended.

6. APPROVAL OF AGENDA

Pasche moved approval of the November 17, 2021 proposed Agenda. Wright seconded. All ayes. Agenda approved.

7. PUBLIC COMMENTS: None presented. Zoning Administrator indicated that the visitors would be making a presentation later under the relevant agenda item.

8. REPORTS TO THE COMMISSION

A. Chair Report: None.

B. Zoning Administrator Report: Zoning Administrator Kucera reported 35 zoning permits have been issued, an additional one is in process, and he'll have a year end report in January.

C. Zoning Board of Appeals: Zoning Administrator said there was no action to report. Commissioner Herd asked if there had been followup on the incursion into Crystal Lake by an owner on South Shore Drive near Figg Road. Kucera reported that EGLE has informed the owner they must remove the incursion and restore the area but he does not think it has yet been done. He reported the fence also is still there that must come down. He reported that, in other news, two trenches have been discovered dug nearby but who did that is a question, as it could have been an owner or owners or the County, as the County recently repaved Figg Road and put curves and turnouts for water going down the road, but at the bottom of the hill, both yards there have catch basins that get overwhelmed. He will continue to investigate.

9. UNFINISHED BUSINESS

A. Solar Energy Ordinance: Public Hearing 1-26-22

Pasche commented that MTA has put out a sample solar ordinance recently, and we still have time to compare our draft with theirs. He will provide the other Commissioners a link to it. Commissioner Ewing informed the Commissioners that, for personal reasons, he will not be able to attend meetings the next three or four months.

B. RV Park Application

Zoning Administrator said he has not yet started his final review but has provided a partial review of the application and will be issuing a Staff Report before the January meeting. Civil Engineer Sarah Ross displayed on an easel large two-page or multi-page sketches of the proposed expansion of the RV Park, explained how and when she was brought into the project, what she has done, including securing all the permits required from the State of Michigan. She said Roger Mix would like to put in another 70 units in the Park and the proposal meets all the restrictions of the consent agreement. She said Zoning Administrator has been a huge help in helping them comply with what is needed. Dark Sky area was taken into consideration. She had a question of Kucera about sheds, commercial/noncommercial storage. She incorporated everything per the consent agreement group, and got agreements from everyone, and she has incorporated changes requested into the new plans. She said their goal is to get a Special Land Use Public Hearing and approval at the next meeting of the Planning Commission, if possible.

Ewing commented that the trees that have been put in do not block the view from the east. Discussion. Kucera commented that he had asked Ms. Ross to stake the corners of the proposed storage buildings and bath house so that Commissioners could see where they will go, and they have been staked, per request.

Chairman Wright commented that the place has been a success and that he has not heard any complaints but that the Planning Commissioners are nowhere near ready to have a public hearing on the recently submitted final application. He said they also do not like to hold such types of public hearings in the dead of winter because people who leave for the winter would not get to attend, but that they would hold a public hearing as expeditiously as possible.

Attorney Craig Fiederlein commented that typically, once an application is final and submitted, a Board schedules for public hearing at the next scheduled meeting. Ms. Ross commented that when they send notice to all living within 300 feet, they would provide all the paperwork so people could see and comment, whether they are physically here or not. She said they want to start in March or April, and that the January Planning Commission regularly scheduled meeting is 60 days from now and plenty of time, she feels. Discussion. Zoning Administrator commented that a complete package was not submitted until this month, and while he has said it is complete, he needs time now to review it. He believes even after his review, the Planning Commission would need time to study and discuss among themselves. Wright and Pasche explained that they usually meet first for their own study and discussion before going to Public Hearing. Herd advised that the result will come out quicker in the long run if they give the Planning Commission time to study their application. Pasche said they can study this in January and that's where things can start to happen so that everyone can be on the same page prior to approval time. Ms. Ross commented that there is a public hearing on solar in January, but Chairman Wright pointed out that the Planning Commission had been working on the solar issue for two years to get to this point. Attorney Fiederlein thanked all for their consideration and wished all a Happy Thanksgiving.

10. NEW BUSINESS: None.

11. PUBLIC COMMENTS: No further comments.

12. OTHER BUSINESS: None.

13. ADJOURNMENT: Chairman Wright adjourned the meeting at 7:40 pm.

Next Regularly Scheduled Meeting of the Planning Commission:

Due to the Christmas holidays and the usual practice of the Planning Commission, there will not be a meeting in December. The next meeting will be the usual fourth Wednesday of the month of January, that is, 7 pm, January 26, 2022 at Crystal Lake Township Hall.

Respectfully submitted,
Jeannette Feeheley, Recording Secretary