

**Minutes of Special Meeting
Crystal Lake Township Planning Commission
7:00 PM July 11, 2022
Crystal Lake Township Hall**

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

2. ROLL CALL AND RECOGNITION OF VISITORS

Present: Commission Chair Greg Wright
Commissioner Mike Pasche
Commissioner Dr. William Northway
Commissioner Lee Ewing
Commissioner Bill Herd

Staff present: Zoning Administrator Tom Kucera
Recording Secretary Jeannette Feeheley

Visitors: Sarah Ross, Practical Engineers, Inc.
Miya Ingle, 7 & 4 Up North Live News
Becky Church
Steve Church
Brenda Mead
Darren Adair
Roger E. Mix
Lucy Augustson

3. APPROVAL OF AGENDA

Wright moved approval of the proposed Agenda. Ewing seconded. All ayes. Agenda approved.

4. UNFINISHED BUSINESS:

RV Park Special Land Use Permit:
Resume Deliberation from Regular Meeting of June 22, 2022

Wright invited Pasche to introduce the topic. Pasche gave a brief review, said that Staff comments had been gone over at the previous meeting, and from the draft minutes, tape, notes by the Zoning Administrator and himself, a List was compiled of Potential Conditions to consider if the Planning Commission grants the Special Land Use Permit requested by the Applicant.

Before deliberations began, Chairman Wright offered opportunity to the Commissioners, including himself, to get clarifications from the Applicant on some matters of concern. He and some of the other Commissioners asked questions of the Applicant representatives, received some clarifications, expressed some remaining concerns, and then went into deliberations among themselves.

Pasche was asked to take the lead in presenting the List of Potential Conditions. He also suggested that the word “will” be changed to “shall” throughout the document.

After discussion on Items 1-3, Item 3 was left for later deliberation and the following motion was made.

With the following language, Ewing moved approval of Item 1, that a current EGLE Campground License be submitted and maintained, and Item 2, that the CLRVR Park shall employ a full-time manager (or managers) who shall be on-site whenever the Park is open for business, and who is authorized to monitor and enforce the Park's Rules and Regulations. The manager's name and contact information shall be submitted to the Township when the Park opens for each season or whenever there is a change in personnel. Pasche seconded. All ayes. Motion passed.

Item 4 was then taken up.

Pasche moved Item 4, that there shall be no further expansion of campsites. One hundred and twenty-seven (127) campsites are the maximum number of campsites allowed. Ewing seconded. All ayes. Motion passed.

There was much discussion on Item 5 and some revised language suggested.

Herd moved Item 5 with the following language: that future expansion can include recreational amenities such as a pool, ball courts and the like. Any future development shall be in accordance with the zoning ordinances and shall go through the proper procedures for approval. Such recreational facilities shall be for use by RV occupants only and can not be rented or used by persons not residing in the Park. Such recreational facilities shall present no visible signs that would attract customers from outside the RV Park who would not be residing in the RV Park. Pasche seconded. All ayes. Motion passed.

Brief discussion ensued on Item 6.

Ewing moved Item 6, that use of the 2,000 square foot storage building shall be limited to RV Park maintenance operations only and shall not be used for commercial purposes. Pasche seconded. Motion passed.

There was much discussion next on Item 7 and its a,b,c,d components. The Commissioners decided to vote later on these matters after more information can be obtained.

Item 8 resulted in Herd offering revised language, and discussion ensued.

Ewing moved Herd's language, that is, the 70 new sites shall each have a campfire ring but no more than 35 may be in use at the same time. If conditions warrant it, or if requested by the Township, the campground manager will further reduce the number of campfires allowed in the entire campground, to prevent smoky conditions on the neighboring properties. Northway seconded. All ayes. Motion passed.

For Item 9, Pasche suggested adding "attorney" after the word "Township". Herd suggested upping the required letter of credit from the suggested \$25,000 to \$30,000 to cover the expenses incurred by the Township for extensive staff time in these matters and some tree planting on the northward boundary.

Pasche moved Item 9, that the Applicant shall submit an irrevocable letter of credit in the amount of \$30,000 to the Township for approval by the Township attorney as to the form and conditions therein. This letter of credit is to be held until all elements of the approved landscaping plan and conditions of approval are, in the judgment of the Planning Commission, satisfied, and written release signed by the Chair of the Planning Commission is provided. Ewing seconded. All ayes. Motion passed.

Item 10 had brief discussion.

Pasche moved Item 10 with the following language: that the fence and “No Trespassing” signs along the north property line that were required by the September 7, 2011, Decision and Order shall be maintained in good order. Ewing seconded. All ayes. Motion passed.

Item 11 had brief discussion.

Ewing moved Item 11, that the 150-foot setback along the north property line boundary, as required by the September 7, 2011 Decision and Order, shall be maintained. Wright seconded. All ayes. Motion passed.

Item 12 had brief discussion and some word change.

With the following language, Herd moved Item 12, that the Applicant shall replace, with approved stock, the dead or dying trees along Lobb Rd that were specified by the approved landscape plan required by the September 7, 2011 Decision and Order. Pasche seconded. All ayes. Motion passed.

Item 13 discussion was that “will have installed” be changed to “shall install”.

Ewing moved Item 13 with the following language: that the Applicant shall install 4 evergreen trees from approved stock along the north property line of the Amond property, final locations to be determined by the Amonds. Trees are to be guaranteed for one year. Northway seconded. All ayes. Motion passed.

Item 14 was moved.

Pasche moved that all new or changed signage requires approval of a separate permit. Herd seconded. All ayes. Motion passed.

Item 15 was moved.

Pasche moved Item 15, that all new exterior lighting must comply with ordinance Section 21.2 and requires approval of a separate permit. Ewing seconded. All ayes. Motion passed.

An Item 16 was added by Herd.

Herd moved the newly proposed Item 16, that along the unforested north boundary, CLRVR shall plant two rows of pine seedlings, spaced as recommended by a forester to create a vegetative screen. After three years, all nonviable seedlings shall be replaced and work shall be inspected and approved by the Zoning Administrator. Pasche seconded. All ayes. Motion passed.

Item 17 was added to deal with rentals of RVs.

Herd moved that rentals of camping units to a second party shall not be permitted. Wright seconded. All ayes. Motion passed.

The Commissioners then resumed deliberations on Item 3 and amended some language.

Ewing moved Item 3 with the following language: that the CLRVR Rules and Regulations shall be revised to include those items stated in items 11, 12, and 13 on pages 5 and 6 of the 10/31/21-application for a special land use permit, and Condition 17 below. Northway seconded. All ayes. Motion passed.

The Commissioners then resumed deliberations on Item 7 on storage. Much discussion was held, including questions to the Applicant representatives, who responded when asked. The proposed language was changed and some wording added.

Ewing moved Item 7 with the following language: that the “U”-shaped area on Landscape Plan L 1.0 labeled as TRAILER STORAGE is subject to the following conditions:

- a) **The maximum number of RV units allowed in the storage area at one time is ten and the maximum duration is two weeks, and the maximum amount of non-RV items (boats, trailers, cars, and the like) to be stored at one time is fifty.**
- b) **RV Units and non-RV items can be stored in this area from May 1 to November 15. RV Units and non-RV items will be placed in an organized fashion (clean lines and rows).**
- c) **No “for sale” or “for rent” signs visible to the public are allowed in the Park. RV units for sale will not be allowed on the property.**
- d) **This area is only available for storage by current occupants or campers with reservations at the RV Park. There will be information provided to park users when they check-in, and there will be a notice posted in this area that says that patrons may not put anything in this area without first getting approval and a pass from the campground manager. Passes will be dated. If anything is left in this area beyond the date allowed, the owners of the stored item will be notified and after a reasonable amount of time, if the items have not been claimed, CLRVR will have the items removed and relocated.**
- e) **This area will only be used if necessary and the ground cover will remain grass where items are not stored.**
- f) **No other storage area on the site is permitted.**

Northway seconded. All ayes. Motion passed.

Having concluded motion-making on the Conditions to be attached to any Special Land Use Permit that might be granted, Chairman Wright then took up the question of whether or not to grant the Application.

Wright said he continues to believe that the requested expansion and number of sites are too large and made the motion below:

Wright stated that, based on presentations by the Applicant and the analysis presented by Staff, as well as public input and deliberations by the Board, he moves to deny the Applicant’s Special Land Use for the proposed RV Park expansion. The Planning Commission finds that such a facility and its related operations are not compatible with the goals of the Master Plan as noted in Staff’s analysis nor is it compatible with the current uses of the neighboring properties. There was no second. ~~Motion failed.~~

Discussion followed, then another motion was made.

Pasche stated that, based on presentations by the Applicant and the analysis presented by Staff, as well as public input and deliberations by the Board, he moves to grant the Applicant’s Special Land Use Permit for the proposed RV Park expansion subject to the statements and conditions set forth in the Special Land Use Application as submitted and subject to Conditions 1-17 previously approved. Herd seconded. After further discussion, roll call was taken: Herd aye; Pasche aye; Wright aye; Ewing aye; Northway aye. Motion passed. Permit approved.

5. PUBLIC COMMENTS:

Sarah Ross, Engineer for the expansion, thanked the Commissioners for their hard work and due diligence and said she will miss everyone after all the meetings and efforts of the past year. She expressed great appreciation.

Becky Church, seasonal occupant of the Park, said that she is a past economic development board member of another community. Without being able to afford to buy a home here, this is the option that we have to get to enjoy your community as much as you do. She said she and her husband Steve volunteer here in your community. The great thing about it is that the next generation is following us here, and not to destroy or hurt anything, and they just love it. They travel from Florida to come to your community and to be good members of your community. What you guys do on the Planning Commission – it's not easy what you do – your due diligence – I learned a lot from you. RV occupants talk about how people who come here love this community. The people who come – our grandchildren have received books about Frankfort which they would never have been interested in if not for being able to come here to the RV Park, as they cannot afford a house here. I thank everyone personally.

Roger Mix, Applicant, thanks everyone as well. He has been here his whole life, and he and his family have been successful with their local projects. His father was in the military, came home in 1945 and started a gas station in Elberta and he made that work and I followed in his footsteps. He mentioned his brother. He said his sister is a nurse and served in the Peace Corps, and that everything they've and we've done has been successful. I appreciate all the effort you've put into our Application. At the RV Park, we are going to do the best we can. I invite each of you to visit the Park anytime and if you see anything amiss, talk to Manager Brenda and she will make it right. I really, really thank you folks for all you've been through.

7. ADJOURNMENT: With no other comments offered, Wright adjourned the meeting at 9:10 pm.

Following adjournment, Miya Ingle of 7 & 4 Up North Live News interviewed Sarah Ross on camera.

Respectfully submitted,

Jeannette Feeheley, Recording Secretary

Next Regularly Scheduled Meeting:

7 pm, Wednesday, July 27, 2022, at Crystal Lake Township Hall.

Attachment:

- The working document of Potential Conditions for Special Land Use Permit submitted by Zoning Administrator for the Commissioners' consideration, based on their previous discussions.