

**Minutes of Regular Monthly Meeting
Crystal Lake Township Planning Commission
7:00 PM August 25, 2021
Crystal Lake Township Hall**

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

2. ROLL CALL AND RECOGNITION OF VISITORS

Planning Commission Secretary Dr. Northway called the roll:

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

Also Present: Zoning Administrator Tom Kucera
Recording Secretary Jeannette Feeheley

Visitors: None

3. CALL FOR CONFLICT OF INTEREST: None presented.

4. CORRESPONDENCE: None received by the Chair or Zoning Administrator.

5. APPROVAL OF MINUTES OF THE REGULAR MEETING OF JULY 28, 2021

Pasche moved that the Minutes of the July 28, 2021 Regular Meeting be approved as written. Ewing seconded. All ayes. Minutes approved.

6. APPROVAL OF AGENDA

Zoning Administrator asked to have “Zoning Fee Schedule” added under New Business.

Pasche moved acceptance of the proposed August 25, 2021 Agenda with the addition requested by the Zoning Administrator. Wright seconded. All ayes. Amended Agenda approved.

7. PUBLIC COMMENTS: None.

8. REPORTS TO THE COMMISSION

A. Chair Report: Chairman Wright reported that at the next meeting, a review of the staggered terms of office of the Planning Commission will be taken up and addressed where expired or due to expire. It was noted that until a new member is appointed or a current one reappointed, the current commissioner continues to serve.

B. Zoning Administrator Report: Administrator Kucera reported 23 permits have been issued at this point in the year. The Land Use Application submitted by the owner of the Recreational Vehicle Park remains incomplete. Administrator plans to write him a second letter, as there are number of items the owner needs to address to make his application complete.

C. Zoning Board of Appeals: Zoning Administrator reported that the Board of Appeals has received a variance request for 1139 S. Shore East where construction has already started on a solid concrete wall. He has informed the owners that they must remove that wall, that the permit they received earlier to redo a deck did not include anything about a concrete wall, so they have submitted a request for a variance. The Zoning Board will meet September 30 on this matter.

9. UNFINISHED BUSINESS

A. Watershed Overlay Ordinance Public Hearing:
Revisions to Article 24, Article 2, Article 22, able 14.21.2.2

Chairman Wright reported that the Crystal Lake Township Board of Trustees had just met publicly by Zoom that very evening, and had unanimously approved the proposed update of the Ordinances related to the Crystal Lake Watershed Overlay that the Planning Commission had earlier recommended. Zoning Administrator reported that the Watershed organization has made its first presentation on this subject to the Benzonia Township Planning Commission and a second presentation is scheduled for September 2. Zoning Administrator has also been in contact with Lake Township and Crystal Downs Country Club on this subject.

B. Solar Energy Ordinance:

Chairman Wright reported that preliminary language on this topic was distributed March 21st of last year and that the Zoning Administrator will redistribute such as the Chair plans to take it up at the next meeting. Discussion of different types of panels ensued, including the percentage of power into usable electricity.

10. NEW BUSINESS:

A. Zoning Fee Schedule

Zoning Administrator passed out the current zoning fee schedule. He plans to retitle accessory and primary use language so that it is clearer and wanted to inform the Commissioners. No approval necessary. About the new Crystal Lake Overlay Updated Ordinance, the Administrator reported that a slope map is required by the current ordinance as well as the one that just got passed and he will investigate options to handle the cost.

11. PUBLIC COMMENTS: None.

12. OTHER BUSINESS: Commissioner Dr. Northway reported he shall not be at the September meeting.

13. ADJOURNMENT: Chairman Wright adjourned the meeting at 7:35 pm.

Next Regularly Scheduled Meeting of the Planning Commission:
7 pm, Wednesday, September 22, 2021, at Crystal Lake Township Hall.

Upcoming Meeting of the Zoning Board of Appeals:
7 pm, Thursday, September 30, 2021, at Crystal Lake Township Hall.

Respectfully submitted,
Jeannette Feeheley, Recording Secretary