

CRYSTAL LAKE TOWNSHIP  
1651 Frankfort Hwy. – P O Box 2129 – Frankfort MI 49635  
Phone 231.352.9791 – FAX 231.352.6689 – www.CrystalLakeTWP.org  
ZONING BOARD OF APPEALS  
PUBLIC MEETING – ORGANIZATIONAL  
MARCH 18, 2019

1. Call to Order/Purpose of Meeting:  
Organizational meeting called to order by Vice Chair George Stemple at 5:11 pm.
2. Roll Call:
  - a. Present: George Stemple (Vice Chair), Alternates Alan Marble and Dean Michaels.
  - b. Absent: Richard Lutz (Chair), Greg Wright (CLT Planning Commission Liaison).
  - c. Also Present: Tom Kucera, Zoning Administrator; Jeannette Feeheley, Recording Secretary.
3. Call for Conflict of Interest: None.
4. Approval of Agenda:  
Zoning Administrator asked to amend agenda to insert the topic of “Future Meetings” as Item 8.  
**Stemple moved the amended agenda be approved. Marble seconded. All ayes. Amended Agenda approved.**
5. Approval of Minutes:  
**Marble moved to approve the Minutes of June 27, 2018. Stemple seconded. All ayes. Minutes of June 27, 2018 approved.**
6. Appointment of Board Positions:  
**Marble nominated Dick Lutz for another term as Chair and George Stemple as Vice Chair. Michaels seconded. All ayes. Motion approved.**
7. Notice of Administrative Waivers:  
Zoning Administrator presented, discussed, and answered questions regarding two March 11, 2019 Memos he had sent to the Zoning Board regarding two properties for which he had granted administrative waivers requested by the property owners. Each was granted only after modifications of the original request. One was on Boyd Road; one on Pilgrim Hwy. Memos on those Waivers are attached to these Minutes. At conclusion of discussion, Vice Chair commended Zoning Administrator on the handling of the two waiver requests.
8. Future Meetings: Zoning Administrator will be submitting on a future date a question for interpretation of existing ordinances. It has to do with “legal” lots that were created prior to current zoning or before there was zoning, and are, therefore, legal but non-conforming. Administrator advised that every lot along the lakefront within the Township is a legal, non-conforming lot. He will be looking to the Board to help him interpret how to treat requests for changes on such properties when they come before him. As for other matters, there are currently there are no requests for zoning waivers of any kind. Future meetings may need to be called but currently there is nothing to address.
9. Adjournment: 5:45 pm.

Respectfully submitted,  
Jeannette Feeheley, Recording Secretary