

# CRYSTAL LAKE TOWNSHIP



ZONING BOARD OF APPEALS  
ADMINISTRATIVE MEETING  
JUNE 27, 2018

1. The meeting was called to order at 5:06 p.m.
2. The roll was called:
  - a. Present: R. (D.) Lutz, G. Stemple, G. Wright
  - b. Also present: T. Kucera, zoning administrator
  - c. Also present: A. Marble (alternate); D. Michaels (alternate)
3. No conflicts of interest noted.
4. Motion by Marble to approve agenda as presented, seconded by Wright. Motion passed.
5. Motion by Wright to approve minutes for May 21, 2018, as amended, seconded by Stemple. Motion passed. Kucera said he had mailed the letter denying the variance to Applicant Allen, but had no response as yet.
6. Kucera presented three versions of possible ZBA bylaws: the first was an MTA sample; the second showed Kucera's edits to that sample; and the third showed how the document would look if his edits were approved. The following are changes and questions raised:
  - a. Section 2. B. Special Meetings: Notice was changed from 48 hours to one week/7 days.
  - b. Section 2.H. Voting: There was a question whether the ZBA can rule on a "use" variance or if that can only be changed by the County; Kucera will look into this.
  - c. Section 5. Conflict of Interest:
    - B. 1. Kucera noted that he proposed the most restrictive definition of "immediate family member".
    - B. 3. This section defines "neighboring property".
    - C. There was disagreement whether a ZBA member who has an interest in the matter before the Board may be present, but abstain, while the Board considers the issue or whether they should not be present, but be allowed to have someone who is not a Board member be present to represent their interest.Motion by Marble to approve the Bylaws as amended, seconded by Wright. Motion passed.
7. Zoning Administrator Kucera reported on his actions regarding Cold Springs Park, formerly owned by the Robinson Trust, a lakeside property with a long dock. In 2018, a neighbor who was a member of the Trust complained to DEQ that the Trust's application to restore the dock should limit the number of dockages to two (2) per 50 feet of lakefront, in accordance with the zoning ordinance. In 2004 and again in 2007 previous County Zoning Administrators had determined that multiple

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dockages to the initial dock were a “compatible non-conforming use”, but neither of them addressed the number of permissible docks, only that the number was not allowed to grow. The earliest document that Kucera found shows there were only nine (9) dockages in 2005. He therefore concluded that only 9 dockages were grandfathered. Michaels said a lot more lakeside properties were not in compliance and Kucera said the Board can decide what and if it wants to enforce.

8. Motion by Marble to adjourn, seconded by Stemple. Meeting adjourned at 6:00 p.m.

DRAFT

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