

Blue Lake Township

Kalkaska County, Michigan

Draft Meeting Minutes

Planning Commission Regular Meeting

February 28 7:00 p.m.

Present - 6

- I. Meeting Call to Order at Allen
- II. Pledge of Allegiance – Allen
- III. Roll Call of Members Present –
 1. Present – Allen, Buttermore, Fletemier, Shaw, Bond, Nothstine
 2. Also Present – Shearer, Seuhart
- IV. Adoption of Agenda
 1. Motion to adopt agenda was made by Shaw, supported by Fletemier
 - Motion was carried.
- V. Minutes of last meeting
 1. Review of meeting minutes dated January 31, 2023
 - Motion to adopt minutes as submitted by Shaw, supported by Allen
 - Motion was carried
- VI. Declaration of conflict of Interest
 - None
- VII. Public Comment
 1. Shearer – Question on Septic Tank capacity for Short Term Rentals occupancy;
 - Current proposal – Number of occupants will align with the number allowed by the health department.
- VIII. Report of Township Board Representative to Planning Commission – Shaw
 1. None
- IX. Report of Planning Representative to the Zoning Board of Appeals Buttermore
 1. None
- X. Old Business
 1. Review Shipping Container Ordinance and lawyer response
 - Motion to approve as written Allen, supported by Shaw
 - Motion Carried
 2. Review Short Term Rental Ordinance and lawyer response
 - Shearer – What is the Fee for the license?
 - Reference the schedule of fees - \$50 and \$25 for renewal.
 - Number of Permits allowed:
 - Significant discussion surrounding how to establish the number of Short Term Rentals Allowed.
 - 673 total parcels; 5% is 35 in total as a starting point.
 - Renewal Process and cost

- Questions for the Attorney –
- How to renew?
- Form/ email / what if they miss the deadline for renewal?
- Renew must be submitted / post marked on a specific date January 15 annually.
- Should the township charge a late fee to chase those that do not renew?

3. Review Noise Ordinance and lawyer response

- Motion to accept the Noise Ordinance as written by Shaw
Seconded by Bond
- All members approved.
- Motion Carried

4. Review 5 Year Plan – Chapter 2 update

- Reviewed as written, Fletemier to complete Property Price portion related to Equalized values

XI. New Business

1. Public request to review Minimum Square Footage of Accessory Buildings.

- Schedule of regulations revised for Residential, Lakeshore Residential, and Rural Residential to 2400 square feet and a 26 foot floor to peak height.
- Motion to approve the changes as written by Fletemier, supported by Buttermore
 - Allen Abstain
 - All others in favor
 - Motion Carried

2. Review Minimum Acreage for lot Splits – Hold for future meeting due to time constraints

XII. Planning Commission Member Comments and Input

1. None

XIII. Next Meeting Tuesday March 28, 2023 at 7:00 PM

XIV. Adjournment

1. Motion to adjourn at 9:03 by Fletemier, Supported by Buttermore
- Motion was carried.

Respectfully Submitted by:

Attested to:

Todd Fletemier, Secretary

Dave Southwell, Chairperson

These minutes are not official until approved by the Blue Lake Township Planning Commission at the next scheduled meeting.