

Blue Lake Township

Kalkaska County, Michigan

Meeting Minutes

Planning Commission Regular Meeting

Wednesday, May 25, 2022 7:00 p.m.

Present 6

- I. Meeting Call to Order at 7:00 PM. – Southwell
- II. Pledge of Allegiance – Southwell
- III. Roll Call of Members Present – Fletemier
 1. Present – Southwell, Allen, Bond, Buttermore, Shaw, Fletemier
 2. Also Present, Shearer
 - Zoom – None.
- IV. Adoption of Agenda
 1. Motion to adopt agenda was made by Shaw and supported by Allen;
 - Motion was carried.
- V. Minutes of last meeting
 1. Review of meeting dated January 26th, 2022
 - Motion to adopt Shaw, supported by Bond
 - Motion Carried
 2. Review of meeting minutes dated April 27, 2022
 - Correct Paragraph 5 PC to Planning Commission
 - Motion to adopt as amended by Shaw, supported by Buttermore
 - Motion Carried
- VI. Declaration of conflict of Interest
 1. None
- VII. Public Comment
 1. None
- VIII. Report of Township Board Representative to Planning Commission – Shaw
 1. Ordinance Book –
 - Ordinances have not been posted in the paper since 2015.
 - Shaw will review Meeting Minutes and compile a list of ordinances that must be posted
 - Review with Attorney on process - Shaw
 2. Public Hearings
 - Planning Commission will send Post Cards to increase involvement
 - Email and / or letters and responses – compile and review at the Public Hearing
- IX. Report of Planning Representative to the Zoning Board of Appeals-Buttermore
 1. Nothing to report
- X. Old Business
 1. Update to 3.18 Definition of Hot Tub / Swim Spa / Pool
 - Motion to adopt updated ordinance Fletemier, supported by Shaw
 - Motion carried with unanimous consent
 2. Add definition for accessory Building Height to Match the Schedule of Regulations

- Discussion on height
- Motion to change Building to Dwelling Fletemier, supported by Buttermore
 - Motion Carried
- 3. Ordinance 3.08 Nonconformities, Sec. 2, Items D and E.
 - Proposal for future meeting- Allen.
 - Review Fenton nonconformities and communicate to Allen - Shaw
- 4. 5 Year Plan
 - Planning Commission Members each will take one section and propose updates:
 - Chapter 3 - Natural Resources – Allen
 - Chapter 4 – Existing Land use Fletemier
 - Chapter 5 – Chapter 5
 - Chapter Review
 - Motion to accept by Fletemier supported by Shaw
 - Motion Carried
 - Chapter 6 – Petersen
 - Chapter 8 – Shaw
- 5. Rental Properties
 - Review of proposal initiated
 - Continue at the next meeting.

XI. New Business

1. Elections

- Chair
 - Nomination
 - Dave Southwell by Shaw
 - Second Fletemier
 - Unanimously approved
 - Vice Chair
 - Nomination
 - Rhonda Allen by Shaw
 - Second Fletemier
 - Unanimously Approved
2. Set Schedule July – Dec 2022 – all meetings at 7:00 PM unless noted.
- June 28th
 - July 26th
 - August 20th Saturday 9:00 am
 - Sept 27th
 - Oct 25th
 - Nov 29th
 - No December Meeting
 -
3. Items from Survey to include in the next Newsletter
- Master Plan, Short Term Rentals,
 - Send Shearer summary for the newsletter on Planning Commission action resulting from the Survey and the Master Plan - Fletemier
4. Update Bi-Laws – Hold due to time constraints move to new Business.

XII. Public Comment - None

XIII. Planning Commission Member Comments and Input

1. Fletemier updates

- Zoning Ordinance book converted to Word
- Hyperlinks work started.

XIV. Next Meeting June 28th at 7:00 PM

XV. Adjournment

1. Motion to adjourn at 9:27 PM by Buttermore Supported by Shaw
- Motion was carried.

Respectfully Submitted by:



Todd Fletemier, Secretary

Attested to:



Dave Southwell, Chairperson

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