

**Lake Township, Huron County**  
**Planning Commission Regular Meeting**  
**Wednesday, September 28, 2022**  
**Approved Minutes**

The meeting was called to order at 6:04PM. Planning Commission members in attendance were Bob Siver, Keith Hoffman, Tim Lalley, Nicole Collins, and Tim Quinn. There were 6 guests.

Motion by Hoffman, second by Collins to approve the agenda with the addition of firewood sales and watercraft under correspondence. All ayes, motion carried.

Motion by Hoffman, second by Quinn to approve the August 2022, minutes. All ayes, motion carried.

**Public Comment:** None

**Correspondence:** Building Permit Report, Zoning Report, Land Use Permit Report for August 2022; ZBA Variance Hearing August 18, 2022, Approved Minutes; ZBA Variance Hearing September 22, 2022, Unapproved Minutes; Board of Trustees September 19, 2022, Unapproved Minutes; Firewood sales; Watercraft.

**New Business:**

Keith Hoffman, PC Representative to the Zoning Board of Appeals and ZBA Chair gave the PC a synopsis of what occurred at the September 22<sup>nd</sup> ZBA variance hearing. The applicants presented a very comprehensive argument, and all seven standards were answered to the satisfaction of the ZBA members. A vote to approve the variance was unanimous.

**Firewood Sales:** At the present time firewood sales are not allowed in the R-1 and R-2 districts. The Board of Trustees has asked the PC to consider the special use designation for firewood sales in the AG and R-3 districts only and to amend the zoning ordinance accordingly. Roadside parking at these sale locations seems to be a safety concern. Lalley pointed out that is no different from parking for yard sales or landscaping companies. Further discussion questioned if any ordinances truly addressed this and PC members felt that there may need to be an ordinance or amendment to a current ordinance to address this. The PC would like to have clarification as to what the BOT is asking for. They will resume this discussion at their October meeting. Motion by Hoffman, second by Collins. All ayes, motion carried.

**Short Term Rental Draft Ordinance:** Hoffman submitted a draft ordinance which he compiled with research done from various sources with similarities to Lake Township. The PC reviewed this draft, and the following edits were offered:

**Sec. 01-01. Purpose:** Leave as is.

**Sec. 01-02. Definitions:** Leave as is

**Sec. 01-03. Applicability:** Leave as is.

**Sec. 01-04. Registration Required:** Paragraph 2 strike Zoning Administrator and leave blank for BOT determination.

**Application Requirements:**

**1-4H:** Replace distance with immediate adjacent neighbors and all those within 350 feet.

**1-4J:** Strike out this section.

**1-4K:** Keep notation highlighted in green print.

**1-4L:** Strike out this section.

**1-4P:** Strike out any owner...to the end of paragraph. The BOT will designate a registration date and all applicable fees.

**Sec. 01-05. Short Term Rental Regulations:**

**1-5.2F:** Add, or as required by the STR Administrator after Inspections will take place... Change will to may.

**1-5.2H:** Strike this section regarding proof of insurance and amount. The PC will rework this section.

**Sec.01-06. Violations; Revocation of Registration**

**1-6.1A, B, C:** Violation fees to be determined by the BOT.

**1-6.3A:** Strike out Zoning Administrator and replace with STR Administrator.

**Sec. 01-07: Review After Implementation:**

**1-7.1:** The BOT will conduct one year review of this ordinance. The date is to be determined by the BOT.

**1-7.2:** Strike out this section.

**Good Neighbor Guidelines:**

The PC suggested that quiet time hours be modified to depend on the time of year. The following was suggested: Summer, May 1 – Sept. 30, 11:00PM – 7:00AM

Winter, Oct. 1 – Apr. 30, 10:00PM – 7:00AM

The PC will review the anti-noise portion of the ZO for the next meeting to determine if any more needs to be said in the STR ordinance.

**Annual Site Plan Review**

**Annual Zoning Enforcement Review:**

The BOT is asking the PC to review random site plans on an annual basis to determine how the site plans are being administered in relation to the zoning ordinance. Specifically, those site

plans that are referred to the ZBA. The PC had already started this process by having the PC representative on the ZBA to provide an update of the ZBA actions. The PC has already agreed that the Zoning Ordinance would be reviewed as patterns/trends develop. It was further noted that enforcement has become an issue. The BOT would like to ensure that administration of the zoning ordinance is consistent. They feel that these reviews will allow the PC to determine if there are areas of the zoning ordinance that require further review. The BOT suggests one meeting annually per topic. Tory Geilhart, Building and Zoning Administrator felt that by asking for these reviews the BOT was calling his job performance into question. Lalley assured Geilhart that he did not see it that way. But as a means as to which the PC can better monitor the functioning of the zoning ordinance. Hoffman did not see the need to set aside two meetings and felt both topics could be handled in one session.

**Old Business:**

**Master Plan:** A draft of the Master Plan has been received from Mark Eidelson, Landplan Inc. and is ready for the PC to review. Motion by Siver, second by Collins to review the Master Plan at the October meeting. All ayes, motion carried.

**Short Term Rentals:** There was no additional discussion.

**Public Comment:** Susan Philbrick commented that she is a frequent walker along M25 and at the 2 or 3 firewood stands that she passes she has never seen any traffic and believes that firewood sales should be allowed. She also asked that the PC increase the active length of a building permit from 6 months to 1 year.

Kenny Kapa who has been selling firewood for approximately 10 years feels that his sales are grandfathered as there was no ordinance mentioning firewood sales when he began selling. He therefore feels that the current ordinance does not apply.

**Adjournment:** There being no further business, motion by Siver, second by Collins to adjourn. All ayes, motion carried. Meeting adjourned at 9:09PM.

Minutes prepared by:  
Maryanne Williams,  
Deputy Clerk