

**GREEN LAKE TOWNSHIP PLANNING COMMISSION**  
**Golden Fellowship Hall**  
**9700 Riley Road, Interlochen, MI**  
**JUNE 22, 2020**  
**MINUTES**

1. **CALL TO ORDER:** By Chair Schworm at 6:00 pm.
2. **PLEDGE OF ALLEGIANCE:** Was recited.
3. **ROLL CALL:** Board members present were: Barck, Schuster, Horne, Schworm, McDonald and Mouser. Marshall was absent. Also present was Alycia Reiten, Zoning Administrator and Ronda Robinson, Recording Secretary.
4. **APPROVAL OF AGENDA:** Moved by Mouser and supported by Barck to approve the Agenda, as presented. Carried.
5. **APPROVAL OF MINUTES:** Moved by Mouser and supported by Horne to approve the Minutes of the meeting held on May 18, 2020, as written. Carried.
6. **FIRST PUBLIC COMMENT:** None.
7. **CORRESPONDENCE:** None.
8. **CONFLICT OF INTERETS:** None.
9. **NEW BUSINESS:**
  - A. **EXTENSION REQUEST:** SUP 19-02 - A request for extension of one year to extend the Special Use Permit and detailed site plan for the previously approved Planned Unit Development (PUD) Round Lake Ridge, located on the north side of US Highway 31 between Gonder Road and Round Lake Road, Interlochen, MI, 49643.  
  
Reiten explained that as a result of Covid, and through no fault of their own, the property owners are requesting an extension. The permit would be extended to August 2021, as long as there is meaningful progress on the project.  
  
Motion by McDonald and second by Mouser to approve the SUP 19-02 extension as requested. Carried.
  - B. **ADVISORY REVIEW:** SPR 20-003 – A request by Robert Russell for an informal and advisory review of a sketch plan for a proposed accessory dwelling unit at 5175 Karlin Road, Interlochen, MI.  
  
Russell, 7260 Haven Corners Road, Columbus, Ohio, explained that they want to build a retirement home at 5175 Karlin Road. The front existing building would become an accessory dwelling unit at a future date when they build their home on the back of the

property. The accessory dwelling unit might be an Airbnb, long term rental or a guest house. Some time ago, Denny Habedank looked at the project and said, just keep the ADU under 750 square feet. The next year Kevin McElyea said as long as they stayed inside the drip lines, they didn't need a land use permit. The applicants pulled the county permits and re-roofed and repaired the outside walls. Now Reiten said the accessory dwelling unit needs a garage because the Ordinance states an ADU is incorporated into a garage. The Russells want to make sure they are doing everything correctly and they don't want anymore hiccups along the way. The front house will be finished this year and the second house will start next summer. They have concerns because even thou they have done their due diligence they have been led down the wrong paths.

Reiten explained the Russells are doing it in backward order while planning for the future, and she suggested they come to this meeting to make sure they are on the right path. The Ordinance requires an 800 square feet dwelling. In order for her to issue a permit they would have to obtain a performance bond in the amount of \$8000 so that the structure would be guaranteed to meet the minimum required square footage or be demolished. The applicants would still have to come back for Planning Commission approval for an ADU. Reiten stressed that the Russells need to stay in contact with her through this process so she can help them get to their end goal. The Board agreed that if the property owners comply with the performance bond this project seems feasible.

- C. CITIZEN INPUT: Erik J Davidek of 4388 Lake View, Interlochen would like the Planning Commission to consider amending the Green Lake Township Zoning Ordinance to protect views.

Davidek wasn't able to attend tonight's meeting but plans on coming to July's meeting. The Board briefly discussed this issued and agreed that this issue is usually handled with deed restrictions or a homeowners' association's bylaws. Protecting views is not usually handled by Ordinance or Zoning.

- D. PUBLIC DISCUSSION: The following are problems that Reiten identified in the Ordinance with the actions the Board decided to take.

**1) Article 3 Definitions**

-Add *ART GALLERY-A ROOM OR BUILDING FOR THE DISPLAY OR SALE OF WORKS OF ART*

-Remove *AND SO ON* from the definition of PARK  
Set a Public Hearing for July's meeting.

**2) Article 4 General Provisions, 4.13 Fences**

Reiten explained that fences are sold in heights of 4 feet or 6 feet.

-Change *Fences under 6 feet* to 6 feet 6 inches.

-Change *Fences over 6 feet* to over 6 feet 6 inches.

Set a Public Hearing for July's meeting.

- 3) Article 4 General Provisions, 4.32 Special Events and Temporary Uses**  
Reiten reviewed draft language that removes the term Temporary Uses, the Board approved of the draft, with *excluding fireworks sales* removed from D 3. Set a Public Hearing for July's meeting.
- 4) Article 5 Parking**  
Reiten explained that the Ordinance's parking provisions do not provide realistic guidelines. After a discussion, the Board decided this issue needs a more in-depth discussion outlining the problem, recommendations and changes and implications for new and existing businesses. Parking will be the second issue for the Board to tackle.
- 5) Article 6 Signs (to include temporary signs)**  
Reiten explained that the Board has already spent some time discussing temporary signs. The Board wanted more time to digest the options. Signs will be the Board's first priority.
- 6) Article 8 Zoning districts, 8.7 Note D**  
Reiten said if the words *at grade, habitable space* was added to the text it would better represent the intent of the Ordinance. Set a Public Hearing for July's meeting.
- 7) Article 8 Zoning districts, 8.7 Note G**  
Reiten stated that if the depth were changed from 3 times its width, to 4 times its width the Ordinance would follow the standards of the County. Set a Public Hearing for July's meeting.
- 8) Article 13 Site Plan Review (2 options)-a discussion for a future time.**
- 9) New Article-Short Term Rentals**  
Reiten said her major concerns with short term rentals is the possible over usage of the septic systems, parking of guests, and safety of the neighborhood. She doesn't want to overregulate. She stated that Long Lake Township's STR Ordinance is a good example to review. McDonald said they shouldn't spend any more time on this until the Township Board is interested in regulating Short Term Rentals. The last time the Planning Commission sent a STR draft amendment to the Township Board it died a death of being ignored. The Township Board should let us know they want us to send them something. Mouser said it is common sense to regulate the number of guests at rentals, parking, noise, and requiring a local contact person. Schworm said the Planning Commission worked hard on this already but the Township Board wanted something totally different. He said the Township Board should tell the Planning Commission what they want to see. Reiten said the Planning Commission's goal is to provide professional information and feedback based on the daily activities of the Zoning Department. Reiten said if it goes to the Township Board, they will what it to be presented in Ordinance form. Horne said he will draft something from the Planning Commission to take to the Township Board.

**10) New-Food Trucks**

Reiten will articulatable language for July's meeting.

**11) CONVERTING ALL CONDITIONAL USES TO SPECIAL USES**

Reiten said CU and SU have the same process, so why are they separated. She is recommending having only Special Uses. Also, why have bungalows in the Ordinance. Set a Public Hearing for July's meeting.

**12) NEW-GRASS**

Reiten asked if the Board was interested in talking about an actual height maximum for grass in the Township. Schworm said he would like to rattle that one around because he is not sure he wants to tell people to mow their lawns. Schuster and McDonald said some naturalist don't want to cut their yard.

**13) NEW-BUILDING WITHOUT A PERMIT**

Reiten mention this is a problem that the Board may want to look at.

**10. OTHER BUSINESS:** None.

**11. OLD BUSINESS:** None.

**12. SECOND PUBLIC COMMENT:** None.

**13. DISCUSSION:** Barck presented the thought of having variance applications be presented to the Planning Commission for review prior to submission to the Zoning Board of Appeals.

**14. ADJOURNMENT:** Schworm adjourned the meeting at 8:19 pm.

STEPHEN HORNE, SECRETARY  
GREEN LAKE PLANNING COMMISSION

RONDA ROBINSON, RECORDING SECRETARY  
GREEN LAKE PLANNING COMMISSION

NOTE: THESE MINUTES ARE SUBJECT TO AMENDMENT AND /OR CORRECTION PRIOR TO THEIR ADOPTION.