

# Blue Lake Township

Kalkaska County, Michigan

## Minutes

Planning Board Regular Meeting

Tuesday, October 2, 2018 7pm

6 Present

- I. Meeting Call to Order at 7:00 pm - Allen
- II. Pledge of Allegiance – Allen
- III. Roll Call of Members Present: Gruley, Allen, Shaw, Peterson, Ross  
Absent: Sawasky Also present: Kathy Campbell
- IV. Adoption of Agenda – Allen - Motion to adopt agenda by Allen with the addition of nominating a new secretary for the Planning Board and Planning Board members to New Business, supported by Shaw, motion carried.
- V. Declaration of Conflict of Interest – Peterson will abstain from discussion of Home Based Business
- VI. Minutes of last meeting – Motion to approve minutes of last meeting dated September 5, 2018 by Allen, supported by Shaw, motion carried.
- VII. Public Input –  
Zoning Supervisor, Campbell presented the following concerns/updates for discussion:
  1. Clarification on proposed verbiage “man-made altered” under Footnotes to Schedule of Regulations pg. IV-13/Footnote B was requested. It was also suggested that “county” survey be changed to “certified” survey.
  2. Circuit Court case regarding the Squaw Lake residents appeal to the decision of the ZBA is scheduled for Wednesday, October 3, 2018.
  3. Campbell will be posting guidelines/protocol for applying for permits on the township website and newsletter to better clarify the process.
  4. Campbell updated the Planning Board regarding the concerns related to a permit for enclosing a porch that could potentially change the existing footprint of an accessory building. It was suggested that a definition of “Footprint” to further define maximum square footage of accessory building needed to be added to the township Zoning Ordinance definitions. Proposed verbiage was discussed to add additional footnote to Section 4.14 Schedule of Regulations pg. IV-12, IV-13.
- VIII. Report of Township Board Representative to Planning Commission – Shaw  
None
- IX. Report Planning Representative to the Zoning Board of Appeals – Sawasky  
None/Absent
- X. Old Business –  
A recap for better defining Section 3.05 – Home Business pg. III-2 was presented and reviewed.  
Due to time, discussion will continue to review the proposed changes/updates to Ordinary High Water Line and Sidewall definitions.
- XI. New Business -  
Allen nominated Tina Peterson as the new Planning Board secretary to be effective November 1, 2018. Supported by Shaw, motion carried.  
Shaw will recommended to the Township Board that the composition of the Planning Board remain at seven (7) voting members and a secretary. Nominations for members and approval of secretary will be made at the Township Board meeting October 3, 2018.
- XII. Public Input - None
- XIII. Planning Board Member Comments and Input – None
- XIV. Set/Confirm Next Meeting Date

Next meeting: Wednesday, November 7, 2018 at 9:00 am at the Township Hall.

**XV. Adjournment –**

Motion to adjourn at 8:50pm by Allen, supported by Ross, motion carried.

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

Respectfully Submitted by:

Attested to:

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Janet Gruley, Secretary

Rhonda Allen, Planning Board Chairperson