

**FOREST HOME TOWNSHIP PLANNING COMMISSION**  
**MEETING MINUTES**  
**December 4, 2019 @7:00 pm**

**Members present:** Paul Trumble, Doug Dewey, Dan Steiner Tom Sheneman and Linda Cran.  
**Absent:** None.  
**Also present:** Stephen Barnard, Carolyn Nichols, Ann Schwandt and David Martin.

The Chairman called the meeting to order at 7:00 p.m.

The Pledge of Allegiance to the U.S. flag.

**PUBLIC COMMENT:**

The Chairman requested Public Comment. Carolyn Nichols thanked the commission for offering public comment at the beginning and at the end of each meeting.

**AGENDA:**

It was moved by Steiner, seconded by Dewey to approve the agenda as written. Motion carried – Unanimous.

**ZONING ADMINISTRATOR REPORT - STEVE BARNARD:**

**2019 Land Use Permits Report**

Discussion followed.

**Hamaty Permit - 5510 S.E. Torch Lake Drive**

Permit written for a garage, permit upgraded to cover (2.5 stories with seven dormers)  
No violations.

**Bryan Coughlin – Sunset Torch Homeowners’ Association:**

Communication regarding Short Term Rentals  
Supports a well-crafted local ordinance regulating rentals.  
Handout: Sunset Torch Condominium Association Amendments to the Rules and Regulations.

**Williams & Works – Survey Short Term Rentals:**

- Commission work on questions to create a one-page survey
- The easier the questions the better
- Disburse survey to residents

**Ann Schwandt – Petition:**

Hand delivered a petition containing 13 signatures in support of Short Term Rental regulations/ suggestions.

**Milton Township Short Term Rental Ordinance:**

Zoning Administrator, Christopher Weinzapfel reported that the hearing to amend the Short Term Rental Ordinance was well attended.

**MINUTES:**

It was moved by Dewey, seconded by Sheneman, to approve the minutes of November 6, 2019 as written. Motion carried – Unanimous.

**OLD BUSINESS:**

**Trumble – Survey Short Term Rentals:**

- Requested that survey questions be submitted to Trumble and Barnard via email
- Reminder: State continues to address Short Term Rentals

Discussion followed.

**Sheneman – Social Media:**

Torch Lake Cellars & Social Media posting

- 50 acres of farm completely transformed for driving range and disc-golf.
- Permit issued for Tasting Room and required to submit list of events

Discussion followed.

- Expanding the business requires new application and site plan.

Barnard to follow up with property owner.

**Sheneman – Cedar Meadows Dead Trees:**

- Accident waiting to happen
- Responsibility of the Road Commission

Steiner will address the FHT Board.

**NEW BUSINESS:**

There was no new business.

**COMMISSION – ELECTION OF OFFICERS FOR 2020:**

It was moved by Dewey, seconded by Cran, that the following members be nominated and that nominations be closed for the 2020 Commission Officers.

- Paul Trumble – Chairman**
- Tom Sheneman – Vice- Chair**
- Linda Cran – Secretary**

Motion as follows: All present voting yes.

**PUBLIC COMMENT:**

The Chairman requested Public Comment. Carolyn Nichols thanked the commission for their work. Ann Schwandt and David Martin addressed the commission with questions regarding Short-term rental survey. Public comment closed at 7:44 p.m.

The meeting adjourned at 7:45 p.m.

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Paul Trumble, Chairman

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Linda Cran, Secretary