

**PLANNING COMMISSION  
MEETING  
MINUTES  
October 2, 2019 @7:00 PM**

Members present: Paul Trumble, Doug Dewey, Dan Steiner and Tom Sheneman.  
Absent: Linda Cran  
Also present: Steve Barnard and Barb Carton

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

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

The Chairman requested Public Comment. Barb Carton announced that she will be taking a break from attending meeting, but will have another resident in her place. Dean Crandall addressed the commission to request that during the process of reviewing and updating the FHT Zoning Ordinance that language be considered for small/tiny houses. Small/Tiny homes are becoming popular across the country and believes that our community would benefit from zoning options. The current language for usage of RVs, campers and trailer on owned property is very limited. Public comment closed at 7:21 p.m.

**AGENDA:**

It was moved by Sheneman, seconded by Dewey, that the agenda be approved as written.  
Motion carried – Unanimous.

**ZONING ADMINISTRATOR REPORT - STEVE BARNARD:**

Weaver – Default:

Follow-up site visit:

- Storage shed at the waters-edge owner did not move or relocate.
- An agreement reached with Mr. Weaver gave him until September 30 to move the storage shed from the waters-edge and follow Townships requirements for setbacks.
- Mr. Weaver failed to meet deadline/citation issued.

Township Law E-Letter Handout:

September 2019 Managing Social Media in the Workplace and Change in Overtime Rules for 2019

George and Grace Bacon – Rental Unit Complaint:

Moved to Old Business.

Hayes Township Short Term Rental Ordinance: Sample

Sample for review and discussion at a future meeting.

Springfield Township Ordinance No. 091019 of 2019:

Sample for review and discussion at a future meeting.

**MINUTES:**

It was moved by Dewey, seconded by Sheneman, to approve the September 4, 2019 Commission meeting minutes as written. Motion carried – Unanimous.

**OLD BUSINESS:**

*George and Grace Bacon – Rental Unit Complaint:*

- Letters sent to George and Grace Bacon and rental property owners at 4622 S. East Torch Lake Drive: Brian & Marguerite Thurgate and Timothy & Kim Thurgate.
- Antrim County Sheriff reported that 9-1-1 received no short-term rental complaints from Forest Home Township residents.

*Master Plan Update:*

- Solar Energy Systems Draft Ordinance  
Discussion followed.
- Farm Tourism Facility Draft Ordinance  
Discussion followed.
- Short-term Rentals  
Discussion followed.

**NEW BUSINESS:**

*Tiny/Small Homes- FHT Zoning Ordinance:*

Sheneman addressed the concept of Tiny/Small homes in the FHT Zoning Ordinance.

Considerations:

- Size – square footage restrictions
- Lot size – restrictions
- Zoning regulations
- Seek information from MTA (Michigan Township Associations)
- Samples of other jurisdictions

Barnard spoke on small homes being 750 square feet – Village residential.

Discussion followed.

Petition for FHT Planning Commission to consider regulations regarding short-term rental (less than 30 days) in the Township. Petition contained seven (7) signatures delivered by Barb Carton.

- Requiring a permit to rent
- Length of rental not less than one week
- Pumping or examining septic tank once every 3 years
- Maintaining quiet hours from 11:00 p.m. to 7:00 a.m.
- Limit of 2 adult renters per bedroom

- Rental owners or caretaker must be reachable by phone and be within 30 minutes of property to handle emergencies
- Rental owners need to supply secure trash containers.
- Trash should be removed within 4 days of renter' departure
- No tents, campers, or motor homes on rental property
- No fireworks or sky lanterns

Commission noted the acceptance of the petition from Barb Carton.

**PUBLIC COMMENT:**

The Chairman requested Public Comment. Barb Carton spoke in support of short-term rental process, to include registration, fee and identify the contact person. Dean Crandall and Barb Carton both addressed properties are being purchased in residential zones for the sole purpose of short-term rentals/commercial purposes. Public comment closed at 8:15 p.m.

The meeting adjourned at 8:16 p.m.

---

Chair, Paul Trumble

---

Secretary, Linda Cran