

**PLANNING COMMISSION  
FOREST HOME TOWNSHIP  
MEETING MINUTES  
JUNE 7, 2023 @ 7:00 PM**

Members present: Paul Trumble, Doug Dewey, Linda Cran, Scott Steiner and Tom Sheneman.  
Absent: None.  
Also, present Barb Carton, Ann Schwandt, Dolores McCormick and Stephen Barnard.

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

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

**AGENDA:**

Moved by Dewey, and seconded by Cran, that the commission approve the agenda as presented. Motion carried – all present voting yes.

**PUBLIC COMMENT:**

The Chairman requested public comment. There was no public comment. Public comment closed at 7:02 p.m.

**ZONING ADMINISTRATOR – STEPHEN BARNARD Update:**

**Windward Shores-Condominium Units – 5812 SE Torch Lake Drive**

- Original Land Use Permit issued to Mr. Hagen for family use only.
- Original permit stands until a change of land use is approved.
- Land Use Application submitted by W. Turner Booth.
- Supplement to the Site Plan in response to Section 1803 of the Zoning Ordinance.
- Attorney Barry Cole and members of commission will continue to review Section 1505.
- Future steps and public hearing to be scheduled.

**Handout – Article Record Eagle:**

Charlevoix booming but cannot find homes for teachers or families.

**James Wikman – 6032 SE Torch Lake Drive- Letter:**

The Planning Commission for Forest Home Township directed commission member Cran to compose a letter to Mr. Wikman. It was later determined that the township’s legal counsel be directed to draft the letter to Mr. Wikman.

- Due to the decision of the Zoning Administrator regarding the fence. However, pursuant to the Zoning Ordinance, the Planning Commission does not have any authority to review decisions made regarding the interpretation and implementation of the provisions in the Ordinance by the Zoning Administrator.
- The Planning Commission is authorized to review and address issues regarding potential amendments to the Zoning Ordinance and suggested that he seek advice from an attorney.

Discussion followed.

EGLE – Torch Lake (2) lots 100 feet each: JKS Bellaire, LLC-David Sibbold E. Torch Lake Drive

Tax ID #05-07-485-049-00 and 05-07-485-048-00

EGLE/USACE: “Joint Permit Application”

Heidi Shafer has worked with the owners to provide all information per EGLE request for the construction sequence for the shoreline, the steps and the boardwalk.

Discussion followed.

Torch Lake Cellars: Terry Berg:

Food Truck Use.

Complaints Reported to Township:

Possible campground on the corner of Steiner and East Torch Lake Drive.

Court Case: Polarmo/Miley FHT Cottage Drive Family Park update:

Polarmo family has moved the pine trees to his property.

#### **MINUTES:**

Moved by Sheneman, and seconded by Steiner, Cran, that the commission approve the meeting minutes of May 3, 2023 as corrected. Motion carried as follows: Yes – Trumble, Dewey, Cran, Sheneman, Steiner, No – None; Absent – None.

#### **OLD BUSINESS:**

Cran asked about the Township Pickup.

- Could the township coordinate with Kearney Township for the same dates?
- How does the Township choose and hire a contractor?
- Are there any restrictions on items that the township will pick-up?

The FHT Board sets all guidelines, restrictions and contracts with a hauler.

Short-term Rentals:

Commission discussed the information provided by Barnard regarding several companies offering different services and support for Short-term rental programs.

Continue to study options and compliance.

Discussion followed.

#### **NEW BUSINESS:**

- Trumble reported that the Bacon property remains the same no improvements.
- Trumble asked that members keep a list of items to revisit in the future when working on amendments to the Zoning Ordinance.

#### **PUBLIC COMMENT:**

The Chair requested public comment at 8:14 p.m. Barb Carton addressed the commission on her suggestions for Short-Term Rentals. Public comment closed at 8:28 p.m.

The meeting adjourned at 8:29 p.m.

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Chair, Paul Trumble

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Secretary, Linda Cran