

**PLANNING COMMISSION
FOREST HOME TOWNSHIP
MEETING MINUTES
SEPTEMBER 6, 2023 @ 7:00 PM**

Members present: Paul Trumble, Doug Dewey, Linda Cran, Scott Steiner and Tom Sheneman.
Absent. None.
Also, present Stephen Barnard, Barry Cole, Kevin Hoch, Aaron Norton, Mike Gank, Barb Carton, John Carton, W. Turner Booth, Autumn Berden and Kathleen Kent.

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

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

PUBLIC HEARING CONTINUED: 7:03 P.M.

Windward Torch Condominium formerly known as Windward Shores:

The Chairman announced that the continuation of the Public Hearing for the Special Land Use Permit Application made by W. Turner Booth & Autumn Berden for address 5812 S. East Torch Lake Drive, formerly known as Windward Shores.

The Chair requested that the Zoning Administrator update the commission on the Special Land Use Application.

The Zoning Administrator addressed the commission to introduce Mr. W. Turner Booth and Autumn Berden attending meeting.

- Windward Torch Condominium – Proposed Site Plan draft survey dated August 25, 2023.
- Draft Survey:
Cover sheet, Survey Plan 2.03 Acres, Survey Plan Units 1- 6 and Unit 7, Site & Utility Plans 1-6 and Unit #7, Floor Plan: Foundation & First Floor sections for Units 1-4, Floor Plan Second Floor and sections Units 5-6, Cross Sections “A” and “B”.
- Unit #7 (was non-conforming made conforming)
When site was under the ownership, of Mr. Hayden he directed his contractor Ken VanHouten to rebuild the garage and save the foundation. This building should not have had plumbing or electricity.
- Conversion project terminates permits.
- Mr. Booth and Ms. Berden to re-apply for a Special Land Use Application in their names.
- Attorney Barry Cole to continue his research.
- Public Hearing needs to be set for the next meeting.

Sheneman asked about the use of Sunset Trail private road. There is an easement with a maintenance agreement. Units 1-6 will have no use or need for use of this private road. Unit #7 will use Sunset Trail.

- Request for a copy of the easement and maintenance agreement.
- Master Deed needs to be submitted to show the restrictions if any.

Barry Cole requested that the Zoning Administrator provide the applicant Mr. Booth with a punch list of items required by the Township.

The Chair closed the Public Hearing at 7:35 p.m.

The Chair opened the regular meeting of the commission at 7:36 p.m.

Antrim County Special Land Use Application:

Antrim County Emergency Services 911 Communication Tower 2520 Vandermark Road

Tax ID # 05-07-214-011-00 Zoned Agriculture.

Contractor: Aaron Norton of Performance Engineers, Inc.

Antrim County Deputy Administrator Janet Koch and

Antrim County 911 Director – Mike Gank

- Aaron Norton addressed the height of the tower 200 feet tall and the engineering process of the tower meets the Zoning requirements. The tower designed to collapse inside of the 100 feet requirement.
- Township approval needed prior to order and design.
- Tower design and structure to with stand Winds up to 85 miles per hour and tower to collapse inside the 100 feet requirement.
- Plat form installation this fall if weather permits.
- Attorney Barry Cole to verify that all required standards are met prior to public hearing.

The Chairman requested that the Zoning Administrator set a Public Hearing on this Special Land Use Application for the next regular meeting.

Moved by Steiner, and seconded by Cran, that the Special Land Use Site Plan Application for the Antrim County Emergency Services 911 Communication Tower as presented, to the commission to move forward upon the verification that plan is compliant with all regulations. Motion called with a roll call vote as follows: Yes – Sheneman, Cran, Dewey, Steiner, Trumble; No – None; Absent – None.

AGENDA:

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

PUBLIC COMMENT:

The Chairman requested public comment at 8:00 p.m. John Carton addressed the commission on parking. Public Comment closed at 8:03 p.m.

ZONING ADMINISTRATOR – STEPHEN BARNARD Update:

Complaint:

Reported by Carl Stellin in regards to his neighbors on Lewin Road.

Township Supervisor addressed Mr. Stellin complaint by informing his that the Township is not going to re-write/amend Ordinance to cover one (one) or 2 (two) properties.

Steve Bacon Property – M-88:

Reported that he sent a letter to Mr. Bacon regarding the shipping container in yard.

Business Signs:

Removed KL Flooring business signs due to no permit issued to the owner. **CORRECTION 10/4/2023**

A letter was written and sent to KL Flooring to inform owner that a permit is required. He can pick up signs and apply for a permit.

Gordie Shafer Property for Sale:

“Camp Ground” misleading use to property.

Permits:

Reporting that he has been extremely busy writing permits.
Fielding questions from Mr. Draper regarding a land division application.

Outdoor Limited:

1 - Dock per 100 feet of Lake Front.

Polaremo – Update:

Barry Cole back in court.

MINUTES:

Moved by Sheneman, and seconded by Cran, that the commission approve the meeting minutes of August 2, 2023 as corrected. Motion carried – All present voting yes.

OLD BUSINESS:

No old business.

NEW BUSINESS:

- Dewey provided a copy of the Torch Lake Township Police Power Ordinance Septic Inspection and Property Transfer Ordinance (Time of Sale). Review and discuss next meeting.
- Update Central Lake Township is considering a drainfield ordinance.
- Attorney Barry Cole stated that he plans to research ordinance for Septic Inspection and Property Transfer Ordinance (Time of Sale) and he will check with Attorney, Bill Derman, as he is familiar with this ordinance.

Zoning Ordinance Amendments:

Continue gathering information for list to work on this fall.

PUBLIC COMMENT:

The Chair requested public comment at 8:29 p.m. Barb Carton addressed the commission. Public comment closed at 8:35 p.m.

The meeting adjourned at 8:36 p.m.

Paul Trumble

Chair, Paul Trumble

Linda Cran

Secretary, Linda Cran