

**FIFE LAKE TOWNSHIP
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**FIFE LAKE AREA
PLANNING COMMISSION
DRAFT MINUTES
JULY 14, 2020**

Eby Call the meeting to Order at 6:00 pm with Pledge of Allegiance.

ROLL CALL: Chrissy Ingersoll, Forest Area School Board-Absent, Brenda Wyatt-Fife Lake Township Planner, Mary Kelley-Fife Lake Village Council, Pam Lawrence-Fife Lake Township Planner, Dawn Zimmerman-Fife Lake Township Board Trustee-, David McGough-Fife Lake Village President, Marcia Eby- Fife Lake Village Planner. 6 members Present, Quorum Established.

Also Present- Elise Craft

Approval of Agenda

McGough made **Motion** to accept the Agenda as presented, Kelley seconded. All in Favor, **Motion Carried.**

Approval of Minutes

Wyatt made **Motion** to approve the June 9, 2020 Minutes as presented, Lawrence Seconded. All in Favor, **Motion Carried.**

Wyatt made **Motion** to approve the June 30, 2020 with the one correction being the spelling of Mary Kelleys name being from Kelly to Kelley and to add citizens Lisa Leedy of 125 Morgan Street, Fife Lake and Marve Radtke of 3855 Marsh RD, Grawn. Zimmerman Seconded. All in Favor, **Motion Carried.**

Conflict of Interest

Wyatt questioned conflict of interested being a neighbor or family to home owners of short-term rentals. By-Laws suggest if there is a financial gain of any kind this would constitute a conflict. People who are neighboring property owners should let it be known if they are neighboring for transparency purposes. Pam Lawrence and Marcia Eby said the both have short term rental neighbors with no issues moving forward.

Close regular scheduled meeting open Public Hearing

McGough made **Motion** to close the regular scheduled meeting and open the Public Hearing, Wyatt Seconded. All in Favor, **Motion Carried.** Public Hearing opened at 6:46pm.

Citizen Comment

Ron Broering, Fife Lake Village Zoning Administrator spoke on the Short Term Rental enforcement on

violations such as amount of people per bed and amount of time per renter. Cannot get police protection on enforcement. Mr. Broering also pointed out other issues that could be problems and that a lot of the verbiage is already in many Village ordinances. The cost to enforce possible violations would hardly be worth the revenue from the permit. Safety issues with the enforcing agent approaching a group of intoxicated people late at night.

Lisa Leedy of Fife Lake also pointed out several areas of the Draft Short Term Rental Ordinance they would not be enforceable and questioned which language would be used between Village ordinances and this ordinance. Some sections where typos would need correcting. Referrals to Kankakee County instead of Grand Traverse.

Also language from time acceptable time frame being more than two weeks or is it two weeks or less not clearly written.

Linda Deeren of State Street in Fife Lake asked how this Ordinance would affect a possible Bed & Breakfast.

Discussion;

Lawrence suggested we have more work to do. Eby stated this has been happening for years, we are trying to be proactive and control where it is happening. Since people are inquiring about short term rentals.

Wyatt suggested we also look into County Ordinances already in place for different ordinances such as disturbing the peace ordinances. Especially since we live in a Resort Area.

Broering suggested placing something in the ordinance about a person with multiple viable complaints not being able to renew or receive permits a said property.

Forwerck suggested criteria for property owners that is enforceable.

McGough recalled thirty years ago when places were considered seasonal from April to September.

Gifford added Air B&Bs were the only affordable housing for people in Ireland. What is the difference between Short Term Rentals and Air B&B.

Eby and Lawrence agree we need to acknowledge short term rental but we need to work on the draft before us.

Leedy suggested putting a question on the survey for the Master Plan about short term rentals.

Kelley made **Motion** to close the Public Hearing and Re-Open the regular meeting, Lawrence Seconded, All in Favor, **Motion Carried**.

Regular meeting opened at 7:30pm.

Eby made **Motion** to not act on the Short-Term Rental Ordinance at this time. Wyatt Seconded. All in Favor, **Motion Carried**. Tabled for further research.

Old Business

Site Plan Review 620 Boyd Street Grocery Store Canopy. The Site Plan is incomplete. The property owner went on to put gas pumps in where the drive way, land scaping and signage with canopy would have went if approved.

Zimmerman stated the gas stationed opened December 19, 2019.

The construction all took place with no permits in place.

Wyatt made **Motion** to have Zoning Administrator Rodriguez submit a letter to Property Owner, Dan Ellis with questions and concerns of the incomplete Site Plan Eby Seconded. Maybe the August meeting will be able to review if completed. All in Favor, **Motion Carried**.

Discussion on right by use in the commercial area may need reviewed.

Elise went through guidelines for the Master Plan. Also discussed different ways to reach out to the community for input.

Leedy suggested reaching out to other Boards for input as well.

Next Month Agenda will focus on finalizing the Master Plan

McInnis has requested to be on the meeting Agenda.

Sign Ordinance

Camp Pugsley project updates

Noise Ordinance

ORV ordinance includes snowmobile verbiage

CITIZEN COMMENTS

Adjournment

McGough made **Motion** to Adjourn, Eby Seconded. All in Favor, **Motion Carried**. FLAPC meeting adjourned at 9:03 pm.

FLAPC Draft Minutes 07-14-2020 prepared by Leigh Gifford

FLAPC June 9, 2020 Minutes approved by FLAPC as presented, June 30, 2020 with corrections of Mary Kelly to Mary Kelley and addition of Citizens Lisa Leedy and Marvin Radtke, July 14, 2020.

Fife Lake Area Joint Planning Commission (FLAJPC) Minutes

December 7, 2020

FLAJPC meeting called to order at 6:40 pm

Roll Call: McGough, Lawrence, Zimmerman, Eby, and Wyatt. Absent Ingersoll and Kelley

Guests Rodriguez FLT zoning administrator, and Johnson FLAJPC recording Secretary.

Approval of the minutes: McGough made a motion to approve the minutes as amended amendments include change ordinance to administrator, change reciprocal to receptacle, add off to run, spell oder odor, change stipulate to stipulating, and to edit all occurrences of brim to be berm. Wyatt supported carried with all yeas.

Conflict of interest: Zimmerman has a conflict with item 9 b and will recues herself as an adjoining property owner.

Citizen Comment: None

Correspondence: None

New Business:

A. Election of Officers and open Commission Seats: Kelley reapplied for her seat, and Ingersoll would like to reapply as well but has a conflict with the meeting day.

Discussion on open seats and changing the meeting to a different date. Meeting will be moved to the last Thursday if this works with Ingersoll's schedule.

Old Business:

a. Ellis site plan: Ellis was in attendance. Information provided by Andy from William's and Works. Andy recommended that Ellis provide a new site plan with clear pavement delineation, clear placement of signage, and information on parking,

landscaping should also be included in the plan. The site plan will be reviewed at next meeting.

- b. McInnis update site plan was approved at last meeting and will be handed over to staff and applicant moving forward. Phil Coulolias, attorney for applicant provided an update to the board.
- c. Master Plan: Andy will begin working on this after site plan reviews are completed.
- d. Signage Ordinance In progress
- e. Pugsley update none

Updates none

Next month agenda items: McInnis will be removed from the agenda at this time.

Citizens Comments: none

Commissioner Comments: none

Adjournment: Lawrence made a motion to adjourn the meeting, supported by Wyatt.

Meeting was adjourned at 7:26pm.

Respectfully Submitted

Tessa Johnson Village Clerk and FLAJPC recording secretary.

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