

**Lake Charter Township Planning Commission Meeting  
May 3, 2021**

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

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

**ROLL CALL**

Board members present were: William Geukes, Megan Bowen, Haley Coulter, Christin Rice, and Mike Essig

Absent: None

Zoning Administrator – Richard Kubsch

Township Trustee John Wilk.

Lake Township Water Plant representatives: Jef Burkhardt and Toby Riley

Also Tom Runkle from Abonmarche attended for the introduction of a subdivision.

**APPROVAL OF AGENDA**

Motion to approve the agenda was made by: Christin Rice; seconded by: Haley Coulter; all ayes, motion carried.

**APPROVAL OF MINUTES**

Motion to approve the April 5, 2020 minutes with some noted typo corrections was made by: Christin Rice, seconded by: Haley Coulter; all ayes, motion carried.

**TOWNSHIP BOARD REPORT** – reported by: Mike Essig:

1. Review of the Property Maintenance code 2021 Edition requested by the Township Board Members.
2. Township Board discussed their stance on revetments as advised by the Township Attorney Scott Dienes.

**ZBA REPORT** – reported by: Mike Essig

1. The ZBA next meeting will be held in June.

**AUDIENCE PARTICIPATION – Non-agenda**

None

Chairman William Geukes thanked the members for attending the meeting and read the Lake Charter Township Planning Commission Policy for Conducting Business as so stated on the back of the agenda.

**OLD BUSINESS**

1. None

**NEW BUSINESS**

1. Subdivision – “Lake Haven – New submittal for the subdivision.
  - a. Lake Township Water Plant Supervisor Jeff Burkhart stated that the issues discussed during the last meeting were address and advised of changes of the fire hydrant

locations, as per the hand out provided (attached). Also discussed the easement on the east end of the property being 20 feet wide and recommended it change to 30 feet wide.

- b. Zoning Administrator Richard Kubsch stated that the detention/retention pond issue is a Berrien County issue and will at best not involve the Township. Also discussed the facing of the center row of the homes. He advised the Planning Commission members of the next step in this process would be to call for a Public Hearing if the members felt all the issues and requirements have been met.
- c. Brian Thomas continued his presentation with the County Road Department tying into the storm water drainage. The Road Department will apply the costs to the taxes and work with the County Drain Commission.
- d. Member discussion:
  - Mike Essig – Asked about the greenspace question from the last meeting, Brian Thomas did not want to pass on another tax assessment for that.
- e. Motion
  - Motion to call for a Public Hearing for the June 7, 2021 meeting was made by Haley Coulter; seconded by: Mike Essig; all ayes, motion carried.

## 2. Questions about the Tech-Ni Sand site

- a. Brian Brink – The Tech-Ni Sand property was purchased on February 21, by Bridgman Terminal Services based out of Hamilton, MI. It has been about 12-years since Tech-Ni Sand closed. Bridgman Terminal Services will be warehousing and transporting cement and plans to revamp and remodel the location to utilize it as is. The plan is to scrap the old sand dryer and add a new scale on top of the silos.
- b. Zoning Administration Richard Kubsch stated that the Planning Commission gets involved when there is a change in usage. At this point there usage will be similar to what it was.
- c. Member Discussion:
  - William Geukes – Asked if they plan to use the rail road for their transportation needs.
  - Mike Essig – Asked if there would be any immediate changes that could cause a change in its use.
  - Christin Rice – Asked if there would be any job creation for the community.
- d. Brian Brink – stated that they would be exploring different uses and are considering the rail road as a possibility. If usage changes there could be a potential to add more jobs in the community. Right now it will employ 2-3 people.
- e. Motion to approve continuous operations at the old Tech-Ni Sand, now Bridgman Terminal Services location until operating processes are or will change; was made by: Christin Rice; seconded by: Hayley Coulter: all ayes, motion carried.

## 3. Text Amendment (Guest House)

- a. Zoning Administrator Richard Kubsch stated that Bryan Lewis was not in attendance and discussed the following in regards to the text amendment :
  - Setbacks would need to be met and have the required volume of land.
  - Not for short term rentals.
  - Has sun-set limitations.
  - Requires its own driveway.
- b. Member Discussion:
  - Change letter “C” #5 to “Not used as an income producing property”
- c. Motion to call for a Public Hearing for the June 7, 2021 meetings was made by Haley Coulter; seconded by: Mike Essig; all ayes, motion carried.

4. Property Maintenance Code – Township Board request
  - a. Zoning Administrator Richard Kubsch stated the review of the 2021 Edition of Property Maintenance Code was requested by the Township Board. Most of the time the appeals board will need this as part of their processes. The Code allows for the Township to work with the owners in regard to their properties. The members are asked to review and return the book at the June 7, 2021 meeting.
  
5. Ordinance Review – Civil infraction/Fine Ordinance
  - a. Zoning Administrator Richard Kubsch stated that the Township needs to establish sanctions, which it currently does not have, and it needs to be included in 19.09 of the Ordinance.
  - b. Motion to call for a Public Hearing for the June 7, 2021 meeting was made by Mike Essig; seconded by: Haley Coulter; all ayes, motion carried.
  - c.

**Zoning Administrator Report**

Nothing further to report for this meeting.

**Audience Comments –**

Margaret O’Connor – inquired and encouraged the member to consider a rental ordinance for the Township. She has been noting rental properties with long grasses, no rental rules etc. She stated she would be willing to volunteer to be on a committee to help implement one. Zoning Administrator Richard Kubsch recommended that she discuss this at the next Township Board meeting.

**ADJOURN**

Motion to Adjourn was made by Christin Rice, seconded by: Haley Coulter at 7:32 p.m.

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Christin Rice - Secretary

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Date