

**EATON COUNTY
PLANNING COMMISSION
January 14, 2025**

Call to Order: Ms. Brandy Miller called the meeting to order at 7:00 p.m. in the Board of Commissioners Room, Eaton County Courthouse, 1045 Independence Blvd., Charlotte, MI.

Pledge: The Pledge of Allegiance was given by all.

Roll Call: Scott Hansen, Ben Tirrell, Lisa Lawitzke, Ray Whitaker, Ed Kemp, Tim Cattron, Frank Holmes, and Brian Ross

Staff Present: Brandy Miller, Tammy Alger, and Chris Garrison.

Agenda Approval: A motion was made by **Commissioner Ross** to approve the agenda for the January 14, 2025 meeting. **Commissioner Hansen** supported. Motion carried.

Nominations and Elections of Board Chairperson, Vice Chairperson, and Secretary: Ms. Miller asked for nominations for Chairperson. **Commissioner Tirrell** nominated Brian Ross. **Commissioner Cattron** supported. A motion was made by **Commissioner Cattron** to close nominations. **Commissioner Lawitzke** supported. A roll call vote was taken with seven (7) voting aye and none (0) voting nay. All in favor. Motion carried.

Commissioner Ross assumed the responsibility of presiding over the meeting.

Commissioner Ross asked for nominations for Vice Chairperson. **Commissioner Cattron** nominated Ben Tirrell as Vice Chairperson. **Commissioner Hansen** supported. A motion was made by **Commissioner Cattron** to close nominations. **Commissioner Lawitzke** supported. A roll call vote was taken with seven (7) voting aye and none (0) voting nay. Motion Carried.

Commissioner Ross asked for nominations for Secretary. **Commissioner Cattron** nominated Zachary Dillinger as Secretary. **Commissioner Lawitzke** supported. A motion was made by **Commissioner Cattron** moved to close nominations. **Commissioner Lawitzke** supported. A roll call vote was taken with eight (8) voting aye and none (0) voting nay. All in favor. Motion carried.

A motion was made by **Commissioner Cattron** to close the 2025 Planning Commission Elections. **Commissioner Hansen** supported. All in favor. Motion carried.

Minutes Approval: A motion was made by **Commissioner Tirrell** to approve the December 3, 2024 minutes. **Commissioner Cattron** supported. Motion carried.

Public Comments: None

Public comment closed: 7:05 p.m.

Public Hearings of Conditional Use Permit and District Change Amendment Applications:

CU-10-15-25: Request by Jeff and Karri Wills for a Change of Conditions to an existing Conditional Use Permit which allows for the operation of a Commercial Recreation Facility

(campground) as defined in Article 5 of the Zoning Ordinance and a Construction Contractors Establishment and Storage of Heavy Equipment (property management business) per Section 14.29 of the Zoning Ordinance for the purpose of adding additional resort cabins, outdoor storage of equipment for campground and allowing for a rental home on the property located at 8240 Campground Drive, Section 30, Walton Township.

Staff Report: Ms. Miller read the staff report and two written responses from the public into record.

Applicant Statement: Mr. Jeff Wills stated the site plan has been updated and includes the jump pillows. Mr. Wills stated he met with Walton Township and presented the updated site plans. He stated Walton Township voted to approve a perimeter fence. Mr. Wills stated the partially dilapidated fence is a cattle fence that is built on a hinge, so it will move if a person were to fall or jump on it. He stated the fence can be repaired with additional support. Mr. Wills stated the bucket truck is used to help trim tree branches and dead limbs. Mr. Wills stated the Public Health Code Act of 1978 states units cannot be within four feet of each other. He stated his cabins could therefore be within four feet of each other, but he anticipates they will be at least fifteen feet from each other.

Commissioner Whitaker asked if there were any “No Trespassing” signs posted. Mr. Wills stated signs were posted on the fence line. **Commissioner Ross** asked how many signs are posted. Ms. Miller stated only one sign was visible on the property that reads, “Private Property, No Trespassing”. She stated it is a black sign with white writing and is approximately between sites 8 and 9. **Commissioner Ross** asked what the distance was between sites 6 and 69. Mr. Wills stated it was approximately 200 feet. He stated there had in the past been five “No Trespassing” signs up. Mr. Wills stated there had been a sign at site 6, and from there a sign would be visible every four to five sites. Mr. Wills stated he can add additional signage.

Commissioner Whitaker stated the additional signs could prevent accidental trespassing. Mr. Wills stated the fence would be hard to get over, so it is unlikely there would be any accidental trespassing.

Commissioner Cattron asked how high the fence is. Mr. Wills stated Ms. Miller had measured the fence between 3 and 4 feet tall, but areas near the berm are can be as high as 5 feet tall. Mr. Wills stated the fence was higher in some places due to the terrain, such as trees. Mr. Wills stated the trees obscure the public’s view of the campground during the summer months.

Commissioner Cattron asked if the berm was going to be built up. Mr. Wills stated the berm built at the end of site 69, near the camping cabins, is taller than him. He stated the berm pictured would have to be looked over to be able to see the neighbor’s house.

Ms. Miller stated when the Planning Commission first discussed a berm or a fence for the for that area, they gave Mr. Wills the option to use either one. She stated the berm does not meet any part of the Zoning Ordinance which is way the fence was then required. **Commissioner Ros** stated the berm appeared only a few feet tall, whereas the fence behind it appeared six feet tall. Ms. Miller stated the fence is compliant with what the Planning Commission had required at that time. Mr. Wills stated the berm is constructed out of dirt and provides a better barrier for sight and sound as requested by his neighbor, Mr. Hickok. He stated he did not believe his other neighbor, Ms. Diane Miller, could see the campground from her home due to the existing structures on her property also blocking the view.

Commissioner Hansen asked what kind of posts are being used to support the fence and how far apart the posts are. Mr. Wills stated they are T-posts, but he was not sure how far apart the posts are. **Commissioner Hansen** asked how old the fence is. Mr. Wills stated the fence was installed around 2018. **Commissioner Hansen** asked if the fence was galvanized. Mr. Wills stated the fence is metal and designed to not rust as well as hold cattle.

Commissioner Tirrell asked what the two triangles signify on the site plan near site 66. He stated site 66 appears to have a lot of revisions. He asked if the resort cabin with the proposed expansion has a lot number. Mr. Wills stated there is not any expanding, just work happening in the parameters already allowed. Mr. Wills stated the triangle towards the back was the proposed resort cabin but does need to be updated. He stated site 66 is currently a camping site and the proposed cabin got moved behind the site due to EGLE. **Commissioner Tirrell** asked if the additional triangle should be removed from the site plan. Mr. Wills stated that was correct, it is just a camping site.

Commissioner Tirrell asked if 65A was its own campsite. Mr. Wills stated the resort cabin will be on site 65A and was approved at the Planning commission Meeting in 2021. Mr. Wills stated site 65 is just a camp site.

Commissioner Tirrell asked what the triangle, circle, and square represent on the site plan. Ms. Miller stated the site labeled as 65 is currently vacant, but the intent is to build a rustic cabin there and convert it to a resort cabin in the future. Ms. Miller stated in 2019 Mr. Wills had shown a rectangle on his site plan that represented a resort cabin. She stated an approved site plan cannot be altered after it's approval. She stated site 65 was to be used to obtain a building permit and inspections, while site 65A remained on the EGLE site plan as site 65.

Commissioner Tirrell stated the changes made to the site plan are good, but there could still be additional revisions made for any future proposal.

Commissioner Ross invited any speaker in favor or opposition to the request to make public comment.

Speakers in favor: None

Speakers opposed: Ms. Diane Miller, 5447 Sherwood Hwy, stated continual expansions of the campground could change the rural setting of the area and create more traffic and noise. She stated a barrier around the campground could prevent trespassing onto her neighboring property, unwanted trash, noise, etc. Ms. Diane Miller stated the existing metal fence is dilapidated, and in some places a person could walk over it. She stated a solid wood fence bordering Mr. Hickock's property would be helpful. Ms. Diane Miller stated she can see the campground through the woodland and can hear camper's conversations from her front porch during the spring, summer, and fall. Ms. Diane Miller stated her neighbors agree with her concerns, and that there should be a limit to the number of new campsites allowed as well as to the general expansion of the campground itself.

Public hearing closed: 7:54 p.m.

Commissioner Ross asked if there was an updated comment from Walton Township. Ms. Miller stated Walton Township is recommending a site proof fence be installed on the east property line between sites 6 and 69. Ms. Miller stated the communication came from Doug Theron who is the new Walton Township Supervisor. **Commissioner Ross** asked where the current wooden fence

ends. Ms. Miller stated the fence borders sites 67 and 68. She stated Walton Township is recommending the fence be extended to site 6.

Commissioner Whitaker asked what kind of a fence it is. Ms. Miller stated it is a solid 6 foot privacy fence. **Commissioner Whitaker** stated a 200 foot long solid fence might be too much to ask for.

Commissioner Ross stated items 1 through 11 of the application should be reviewed individually. **Commissioner Ross** opened conversation regarding item number 1 of the application.

Commissioner Tirrell stated he did not see an issue with item #1 as long as it was contingent on Health Department approval for the septic system. Ms. Miller asked if there is a square foot limitation for the cabin or on the setbacks from other structures. **Commissioner Tirrell** stated the maximum cabin size could be the smallest square footage of a primary structure, which is 350 square feet. He asked for the setbacks for a primary structure. Ms. Miller stated a primary structure per the Zoning Ordinance must be 20 feet from side property lines, 30 feet from rear and front property lines, and 50 feet from the right of way. She stated the setback from structure to structure is 10 feet.

Commissioner Cattron asked what the square footage is of the existing cabins. Ms. Miller stated she would work on obtaining that information.

Commissioner Ross opened conversation regarding item number 2 of the application.

Commissioner Tirrell stated he did not see an issue with this request.

Ms. Miller stated the cabin is 336 square feet, and the requested addition is 300 square feet, making the total square footage of the resort cabin 636 square feet.

Commissioner Ross stated item number 2 was acceptable. **Commissioner Ross** opened conversation regarding item number 3 of the application.

Commissioner Tirrell stated the approval on this item should be thought out carefully as they do not want to approve something that was not intended. Ms. Miller stated the cabins are currently just camping cabins and are not allowed to have plumbing if they are on EGLE approved sites. She stated when plumbing is added, the cabins will be removed from the campground license and then fall under the regulation of the Planning Commission and be known as resort cabins. Ms. Miller stated the request is to convert the cabins to resort cabins. **Commissioner Tirrell** asked if there could be clear symbols on the site plan to denote existing and proposed. Ms. Miller stated if the Planning Commission approved the request, she could help the applicants revise their site plan to reflect the approval. **Commissioner Tirrell** stated if the cabins are to be reconfigured, he would have no issue with that so long as the site plan was updated correctly.

Commissioner Cattron asked what the difference was between items number 1 and number 3 of the application. They appear to be the same thing.

Commissioner Lawitzke stated items 1 and 3 appear to be the same thing but in different areas of the campground. Ms. Miller stated that is correct. No further conversation was held regarding item number 3.

Commissioner Hansen asked if each cabin needs a building permit. Mr. Garrison stated that is correct.

Commissioner Cattron stated the cabin size should be limited.

Commissioner Ross opened conversation on item number 4 of the application.

Commissioner Lawitzke stated the same restrictions that pertain to items 1 and 3 for the building requirements should also pertain to this request.

Commissioner Ross stated 1000 square feet seemed to large for the resort cabins.

Commissioner Lawitzke stated the average campsite size is 2100 square feet. She stated a cabin should not take up more than half of the site itself.

Ms. Miller stated the cabins at sites 1-3 are 14' x 22' cabins with a 14' x 16' covered porch. She stated the covered porch is considered part of the square footage, which would make the total square footage 392 square feet. Ms. Miller stated the cabin located adjacent to site 65 is 12' x 20' with a 4' x 8' covered porch.

Commissioner Cattron asked what the total square foot of the proposed cabin would be. Ms. Miller stated with the addition to the cabin adjacent to site 65A, the total square footage would be around 600 square feet, including the covered porch.

Commissioner Hansen asked what sort of foundation the cabins were currently on. Ms. Miller stated the structures are on foundations that were approved by the 2015 Michigan Building Code. She stated there are several different types of foundations that can be installed on these structures, but they have been inspected to ensure they meet the code and are tied down to the property.

Commissioner Cattron stated the resort cabins could be limited to 500 square feet.

Commissioner Ross stated he would be ok with that.

Commissioner Whitaker stated there could be a need for a group cabin, in which a larger square footage might be necessary.

Commissioner Lawitzke stated there should be a uniform size requirement. She stated limiting the max square footage to 600 square feet might be better as the cabin near site 65 will be around 600 square feet.

Commissioner Tirrell stated he would be fine with 600 square feet as the maximum.

Commissioner Ross stated that would cover items 1 and 3 of the application and allow item number 2 a maximum of 600 square feet.

Commissioner Hansen asked if bedrooms would be separated in the cabins, or if the interior would be open.

Commissioner Ross stated the resort cabins will have plumbing. He stated the number of bedrooms cannot be restricted by the Planning Commission. Ms. Miller stated that per code the

cabins are minimally required to have a restroom that includes a shower, sink, and toilet, as well as a service sink. Mr. Garrison stated the restroom would have to be a separate room with a door. Mr. Garrison stated he believes code also requires the bedrooms to have a door as well.

Commissioner Hansen asked if there would be a septic system for each resort cabin. Ms. Miller stated that is a Health Department issue. Ms. Miller suggested the Planning Commission include a regulation that for every cabin converted to a resort cabin or constructed new, Health Department approval is required each time.

Commissioner Ross asked if the 600 square foot maximum, which includes the porch, would suffice for item number 4 of the application.

Commissioner Whitaker asked if the Planning Commission could determine setbacks on the cabins. Ms. Miller stated resort cabins fall under the provisions of the local planning and zoning and the Planning Commission's privilege.

Commissioner Cattron stated having 10 foot separation between cabins would provide fire access. Ms. Miller stated it allows emergency access to a fire apparatus for an emergency vehicle to maneuver efficiently to control a fire or allow EMT services.

Commissioner Ross Opened conversation regarding item number 5 of the application.

Ms. Miller stated that clarification was already given by the Planning Commission in April of 2017.

Commissioner Tirrell asked if the circle symbols on the site plan can then turn into a triangle symbol upon approval of item number 5. Ms. Miller stated that is correct. **Commissioner Tirrell** stated it could be problematic to approve a fluid site plan. Ms. Miller quoted a section of the meeting minutes from the April, 2017 Planning Commission meeting. Ms. Miller summarized by stating that rustic cabins do not fall under Planning and Zoning purview, but rather EGLE purview. Ms. Miller stated the rustic cabin sites are still regulated by EGLE. She stated if the Planning Commission approves a camp site, a rustic cabin can be built upon that site. Ms. Miller stated if plumbing is put into the building, it can no longer be qualified as a rustic cabin, it is now a resort cabin and now falls under Planning and Zoning regulations. Ms. Miller stated the Planning Commission can require the applicant to come back for every resort cabin that is proposed to be constructed.

Commissioner Tirrell stated he does not agree with the idea of allowing any of the rustic cabin sites to be converted at any time to a resort cabin.

Commissioner Cattron stated he didn't agree with the idea that all sites at the campground could potentially have a rustic cabin built.

Commissioner Tirrell stated there could be a way to denote that in the approval. Ms. Miller stated it is her understanding that any cabin to be built will be built as a rustic cabin first. She stated the conversion to a resort cabin would happen at a later time.

Mr. Wills stated the number of cabins proposed is a max possible, but it is possible the max number may never be created. He stated the max was proposed as a means to prevent future meetings with the Planning Commission. Mr. Wills stated EGLE has granted permission for approved camp sites to also have a rustic cabin built. He stated if the cabin is converted into a resort cabin, it will then fall under Eaton County Planning and Zoning Purview.

Commissioner Tirrell asked how many rustic cabins are currently built. Mr. Wills stated there are presently four rustic cabins, but sites 1 and 3 were originally designed with a bathroom. He stated before they can be converted to resort cabins, they had to go through EGLE approval first, which created a delay in their time frame. **Commissioner Tirrell** asked if sites 1 and 3 are currently rustic cabins. Mr. Wills stated they are rustic as they do not have approval yet for plumbing.

Commissioner Tirrell stated some of the confusion comes from the desire for flexibility on the site plan. He stated per the site plan approved in 2021, the sites are not listed as rustic or resort cabins but just as campsites. **Commissioner Tirrell** asked the applicant how many total cabins he foresees building. Mr. Wills stated he would not go more than 10 or 20. Mr. Wills stated it would be difficult to give a number as the campground will continue to slowly grow. Mr. Wills proposed limiting the number of new cabins to one or two a year. Mr. Wills stated having flexibility on the site plan would prevent future meetings with the Planning Commission and make things more straightforward.

Ms. Miller clarified that Mr. Wills has an Egle approved construction permit for the site plan from 2021. Ms. Miller stated the Planning Commission was not delaying the construction of the rustic cabins approved by EGLE in June of 2024 and the expiration date on that permit is June of 2027.

Mr. Wills stated plumbing was part of that construction permit, and that is why they are meeting with the Planning Commission. Mr. Wills stated the EGLE permit includes all the things in the CUP application other than removing potential sites for resort cabins. He stated the campground license is updated on an annual basis. Mr. Wills stated any cabins converted into a resort cabin would be removed from EGLE's purview upon the license renewal. Ms. Miller stated the staff report from the December 2024 Planning Commission meeting included the EGLE approved Campground Construction permit. She stated the permit approved 16 new sites, sites 99 to 114, with water, sewer, and electric. She stated the permit also approved adding nine equivalent group camping sites, converting two camping cabins to resort cabins (sites 1 and 3), adding sewer connections to twenty-one existing sites (sites 1-5, 15-18, 29-31, and 42-51), a new 2000 gallon septic tank and a 2000 gallon pump tank proposed by the Barry Eaton Health Department.

Commissioner Ross asked if there should be a limit to any of those items.

Commissioner Tirell stated he believes the site plan should have some designation that not all the camping sites can have rustic cabins. He asked if EGLE can determine if the sites meet local ordinance.

Commissioner Whitaker asked if the applicant would need to meet with the Planning Commission each time a rustic cabin was to be converted into a resort cabin. **Commissioner Ross** stated that is correct. He asked if all of the circled items on the site plan should be allowed for rustic cabins.

Commissioner Cattron stated he would be ok with approving ten rustic cabins at a time and having those completed before more are asked for. **Commissioner Holmes** stated he would also like a time frame with the approval as well. He stated the Planning Commission could approve ten cabins at a time and allow for several years to reach that goal before more cabins are applied for.

Commissioner Lawitzke stated if items 1, 3, and 4 are approved, that would create fifteen potential resort cabins, not including the existing resort cabin that is to be expanded. She stated

there should be no more than a dozen rustic cabins allowed on the empty camp sites before the applicant has to meet with the Planning Commission again. **Commissioner Lawitzke** stated that would make about twenty-five percent of the campground cabins. **Commissioner Catttron** asked if they should allow for another twelve cabins. **Commissioner Lawitzke** stated another ten cabins would make twenty-six total, so ten rustic cabins and sixteen resort cabins. Ms. Miller stated there are resort cabins already approved from the original plan to the North side of the property near the pond.

Commissioner Hansen stated he would like to make sure the Barry Eaton Health Department is basing their information on the twenty-six locations and not just an individual location. He stated with twenty-six cabins the ground could become saturated with waste disposal. **Commissioner Whitaker** stated at the previous meeting the Barry Eaton Health Department had informed the Planning Commission that they were requiring one system per cabin.

Commissioner Tirrell stated he was ok with approving ten or twelve rustic cabins. **Commissioner Ross** stated he would like to make it ten rustic cabins for item number 5 of the application.

Commissioner Ross opened conversation regarding item number 6 of the application.

Commissioner Lawitzke stated the zoning ordinance was clear regarding rentals of a second home on a parcel not being allowed. Ms. Miller stated an accessory dwelling unit can be used to house a relative or employee of the property owner. She stated an accessory dwelling unit is limited to 1200 square feet. Ms. Miller stated if the manager's house is to be considered a use similar to an accessory dwelling unit, it has exceeded the 1200 square feet limit as it was approved to be 1400 square feet. She stated it would therefore not be qualified to be used as an accessory dwelling unit. Ms. Miller stated they could use the 1400 square foot proposed manager's house as just the manager's house. **Commissioner Ross** stated item number 6 of the application could not therefore be approved.

Commissioner Hansen asked if the property with the manager's house could be split. Ms. Miller stated the property cannot be divided. She stated Campground Drive is a legal non-conforming private road. She stated for the property to be divided in any way, the private road would have to be brought up to current county standards for a private road.

Commissioner Ross opened conversation regarding item number 7 of the application.

Commissioner Catttron stated he could see no problems with a jumping pillow. **Commissioner Ross** stated the pillow would be fine as long as there are no codes against it.

Commissioner Hansen asked if there was other playground equipment at the campground. Ms. Miller stated there is other playground equipment at the campground that is well maintained and aesthetically pleasing. **Commissioner Ross** stated the jumping pillow can be approved.

Commissioner Ross opened conversation regarding item number 8 of the application.

Commissioner Ross asked where the equipment is currently being stored. Ms. Miller stated there is not a specific place currently. She stated Mr. Wills also operates a property maintenance company, so most of the maintenance equipment is supposed to be within the fenced area of the construction contractor's establishment. Ms. Miller stated Mr. Wills does have tractors on the property. She stated tractors are not considered part of the construction

contractor's establishment. Ms. Miller stated staff does not have an issue with the tractor or trailers predominantly used for the campground to be stored where they are. She stated the bucket truck was a concern as it is not primarily used for the campground, and should therefore be stored behind the fenced area. Ms. Miller stated the vehicles located to the south of the building located on the east of Campground Drive should also be located behind the fenced area and not to the south of the building.

Commissioner Ross stated he believes this particular item should be left to the purview of the Planning and Zoning Administrator. Ms. Miller stated she would be comfortable with that. She stated the plow truck would be allowed to remain to the south of the building as it was used for Campground Drive frequently.

Commissioner Ross opened conversation regarding item number 9 of the application.

Commissioner Ross stated a permit is required.

Commissioner Ross opened conversation regarding item number 10 of the application.

Commissioner Tirrell stated the visual clarification on the site plan helped, and he is ok with item number 10.

Commissioner Ross opened conversation regarding item number 11 of the application.

Ms. Miller stated the site plan that was submitted on December 6 currently shows what is approved by the Planning Commission. Ms. Miller stated that Mr. Wills is proposing flexibility with the location of the addition due to possible requirements from the Barry Eaton Health Department.

Mr. Wills stated on 11 they were previously approved for construction on both the north and the south side of the pavilion. He stated they are now asking to be able to build up to 1000 square feet for bathrooms to be permanently installed on the south side of the building. Mr. Wills stated the bathrooms will be on the south side of the pavilion. Ms. Miller stated that Mr. Wills is no longer asking for flexibility. She stated he is now asking for permission to construct on the south side of the pavilion. Ms. Miller stated the required plumbing permit has been obtained by a licensed plumber.

Commissioner Ross stated 1000 square feet might be too much for a bathroom.

Commissioner Lawitzke asked if it would be replacing the photo of number 10. Ms. Miller stated that number 10 would remain. **Commissioner Lawitzke** asked how big the pavilion currently is. Mr. Wills stated 60 feet.

Commissioner Hansen asked if showers were included. Mr. Wills stated yes.

Commissioner Tirrell stated the 1000 square feet was approved before, but he would want to clarify the location in regards to item number 6.

Mr. Wills stated the manager house would need to be considered a rental for IRS purposes as they are still receiving compensation if still being lived in. Ms. Miller stated the IRS cannot tell zoning how they classify structures. Mr. Wills stated if the term rental is being used he would like to ensure in some manner that an employee can reside in the manager house. Ms. Miller stated the manager's house would be considered an accessory dwelling unit which allows for

the housing of relatives or employees of the principal structure. Ms. Miller stated he is approved for 1400 square feet.

Commissioner Ross asked if there were any other questions regarding the application.

Commissioner Cattron asked if the cabins would have to be 10' apart. **Commissioner Ross** stated time frames would have to be determined as well. He stated the sites would only be rented during the camping season. Ms. Miller stated that Mr. Wills does not rent sites between October 31st and March 31st. **Commissioner Ross** stated he would like the time frame included in the motion.

Mr. Wills stated the previously approved resort cabins to the north are approved for year-round use. He stated those sites only could be rented all year. Mr. Wills stated the other camp sites would probably not be rented off season.

Commissioner Ross asked for discussion regarding setbacks.

Commissioner Tirrell stated a fence as additional buffering for sites 68-6 is reasonable.

Commissioner Whitaker stated the fence could be built as the campground expands.

Ms. Miller asked if the fence is to be a 6' site foot fence with construction starting April 1st and ending July 1st. **Commissioner Cattron** stated he agreed with the 3 month construction time frame for the fence.

Commissioner Lawitzke asked the applicant is sites 115-119 on the site plan are to be rented year round. Mr. Wills stated that is correct. Ms. Miller stated the sites in question are EGLE approved camp sites The proposed report cabins to the north of the pond do not have site numbers yet.

Commissioner Cattron stated he was concerned the rental cabins may become permanent. He stated there should be some sort of regulation so it's enforceable. Ms. Miller stated she was not sure how it could be enforced without clearer limitations. Ms. Miller stated the resort cabins could only be rented for the camping season, as they fall under Planning and Zoning purview. She stated rustic sites are approved for all year camping through EGLE. C

Commissioner Ross asked for discussion regarding setbacks. He stated ten feet between buildings seemed sufficient. **Commissioner Lawitzke** stated ten feet was sufficient enough for emergency services to get between the structures. Ms. Miller stated the approval could also include that in addition to the ten foot minimum setback, to also include room for parking on site as well. She stated each site is required to have two parking spaces.

Ms. Millers stated the submitted site plan has also raised questions with the Commissioners, so it would be reasonable to request a new revised site plan to be submitted in compliance with the motion. **Commissioner Cattron** stated he would like to see a scale on the revised site plan.

Commissioner Whitaker moved to approve **CU-10-15-25** a request by Jeff and Karri Wills for a Change of Conditions to an existing Conditional Use Permit which allows for the operation of a Commercial Recreation Facility (campground) as defined in Article 5 of the Zoning Ordinance and a Construction Contractors Establishment and Storage of Heavy Equipment (property management business) per Section 14.29 of the Zoning Ordinance for the purpose of adding additional resort cabins, outdoor storage of equipment for campground and allowing for a rental

home on the property located at 8240 Campground Drive, Section 30, Walton Township, with the following conditions:

1. The conversion of the rustic cabins on sites 64 and 66 to be no larger than 600 square feet.
2. The proposed resort cabins on sites 65, 67, 68, 101, and 107-114, be no larger than 600 square feet.
3. The resort cabins cannot be rented between November 1st and March 31st.
4. Resort cabins are required to be a minimum of 10 feet away from each other, as well as meet the parking requirements of article 10 of the Zoning Ordinance.
5. An additional 10 rustic cabins may be constructed prior to having to obtain further approval from the Planning Commission; Each time a rustic cabin is constructed, the site plan must be adjusted to reflect the location of the rustic cabin.
6. The manager's house cannot be used as a rental; the additional home on that property cannot be swapped out for the manager's house.
7. Outdoor storage of equipment for the campground approved with staff's discretion from Zoning Ordinance requirements.
8. 1000 square feet addition on existing recreational building to be located to the north of the building as shown on the site plan.
9. Every new resort cabin must obtain Barry Eaton Health Department approval.
10. A 6 foot privacy fence shall be installed adjacent to the east property line between sites 6 through 68.
11. A new site plan with a legend and a scale be submitted in compliance with this approval.
12. Requirements of all other local, state and federal agencies must be met, including but not limited to: Eaton County Road Commission, Barry-Eaton District Health Department, Michigan Department of Environment, Great Lakes and Energy, Eaton County Construction Code Department, Eaton County Central Dispatch, and Eaton County Drain Commissioner.
13. This Conditional Use Permit is granted to Jeff and Karri Wills for the above-described use only. It is not transferable per the Zoning Ordinance.

Commissioner Lawitzke supported the motion. A roll call vote was taken with eight (8) voting aye and none (0) voting nay. Motion carried.

Farm Land Preservation (PA 116): Ms. Miller reported on twelve applications for properties located in Carmel Township, Chester Township, Kalamo Township, and Vermontville Township submitted by Shane and Nichole Hickey. Ms. Miller recommended approval of all twelve applications.

Commissioner Tirrell moved to approve the twelve Farmland Preservation (PA 116) applications submitted by Shane and Nichole Hickey. **Commissioner Cattron** supported. All in favor. Motion carried.

Review and Appointment of Committee Members: **Commissioner Lawitzke** stated she was open to being appointed for something. **Commissioner Ross** stated he would review and let her know at the next meeting. **Commissioner Cattron** stated he was ok with where he is currently at. **Commissioner Whitaker** stated he was ok with his placement as well.

Reports: Ms. Miller stated the 2024 Annual Report is a synopsis of the Planning Commission and Zoning Board of Appeals meetings of the past year. Ms. Miller asked for it to be recommended to the Board of Commissioners.

Commissioner Tirrell moved to recommend the 2024 Annual Report to the Board of Commissioners. **Commissioner Cattron** supported. All in favor. Motion carried.

Ms. Miller stated the Zoning Board of Appeals did not meet this evening due to lack of business. Ms. Miller reviewed the January Public Works and Human Services Committee Report. Ms. Miller stated there are no applications to be heard in February. Ms. Miller asked if the Planning Commission would like the Zoning Ordinance Committee to meet with the consultants regarding the Master Plan separately, or would they like to meet together during a special meeting on the first Tuesday of the month. Ms. Miller stated she would be meeting with the Zoning Ordinance Committee next month.

Commissioner Tirrell stated he would like to meet with the Zoning Ordinance Committee.

Commissioner Ross stated he would like to meet together as well. Ms. Miller stated an administrative committee will be meeting with the consultants, but moving forward it will be held on the first Tuesday of the month unless there are applications, in which case the meeting will be held on the fourth Tuesday of the month.

Commissioner Ross asked if there were upcoming cases. Ms. Miller stated there were not.

The meeting adjourned at 9:25 p.m.