

INLAND TOWNSHIP  
PLANNING COMMISSION

REGULAR MEETING  
AGENDA  
May 17, 2021  
6:00 PM

19668 Honor Hwy  
Interlochen, MI 49643

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Input (See Rules on Back of Agenda)
5. Approval of Agenda
6. Approval of Minutes – March 31, 2021
7. Old Business
8. New Business
  - a. **Public Hearing-** Zoning Ordinance Amendment #1
    - i. 10-08-014-006-10 (0 Honor Hwy), 10-08-014-006-20 (19591 Honor Hwy), 10-08-014-006-30 (19679 Honor Hwy) Rezone from RR to C-1
    - ii. Section 3.28
    - iii. Section 14.7
  - b. SPR 2021-01- Site Plan Review for Tom Hammond at 19490 St Johns, 10-08-014-010-00 for a Short Term Rental
  - c. SPR 2021-02- Site Plan Review for Fresh Winds School and Church at 18201 Honor Hwy, 10-08-015-007-10 for a classroom and kitchen addition to existing school/church
  - d. ZA #2- Rezoning request by Thomas and Ann Eckel at 18798 Honor Hwy, 10-08-010-026-03 to rezone the property from C-1 to RR
9. Public Input
10. Reports/Discussion
11. Adjourn

Public Input Rules:

1. Any person wishing to address the Commission may do so one-time per public input period
2. While not required, please provide name and address for the record
3. The amount of time each person shall be allowed during that time shall not exceed three (3) minutes.
4. This is an "input" option: The members will not comment or respond to presenters. Silence or non-response from the board should not be interpreted as disinterest or disagreement by the board. Comments shall be addressed to the chair not individual board members or others in the audience.

INLAND TOWNSHIP  
PLANNING COMMISSION  
REGULAR MEETING MINUTES  
March 31, 2021  
6:00pm  
19668 Honor Highway  
Interlochen MI 49643

1. Call to Order: 6:00pm by Jim Clark
2. Pledge of Allegiance (recited by all)
3. Roll Call: Present: Laura Turmel, Nellie Thomas, Jim Clark, Mary Miller and Paul Huffman
4. Public Input: none
5. Approval of Agenda: Miller moved to approve, seconded by Turmel. Motion unanimously carried.
6. Approval of Minutes from November 16, 2020: Motion by Miller, seconded by Thomas to approve the November 16, 2020 minutes as presented. Motion unanimously carried.
7. Old Business: none
8. New Business:
  - a. Zoning Ordinance Amendments:
    1. Discussion of Section 3.28 regarding whether to require permits for clearing of land and removal of language. Miller motioned to remove the language in Section 3.28 as presented, and Thomas seconded. Motion unanimously carried.
    2. Discussion of Section 14.7 regarding expiration of non-active applications and the proposal of adding new language establishing that applications that have been inactive for 120 consecutive calendar days will expire and require a new application. All agreed with adding this language
    3. Discussion of rezoning properties that were unintentionally zoned Rural Residential that were previously zoned Commercial back to Commercial zoning by way of the rezoning amendment process. Miller moved to schedule a public hearing during the regular May meeting, and Marshall seconded. The motion unanimously passed.
  - b. Election of Officers: Motion by Miller to keep Chairman Jim Clark and Vice Chairman/Secretary Laura Turmel in the same offices for another year; seconded by Thomas, unanimously carried.
9. Public Input: none

10. Reports/Discussion: Thomas asked about video classes, Clark elaborated, and Sara agreed to discuss with Inland Township Clerk about incorporating these into future meetings and report back.

11. Adjournment: Motion by Miller, seconded by Clark, to adjourn at 6:50pm. Motion unanimously carried.

DRAFT

**Inland Township**  
Ordinance Number \_\_\_\_ of 2021

An Ordinance to amend the Inland Township Zoning Ordinance and Map to change Sections 3.28 and 14.7, as well as, rezoned properties from RR-Rural Residential to C-1 Commercial.

THE TOWNSHIP OF INLAND HEREBY ORDAINS:

**SECTION 1. AMENDMENT OF ZONING MAP**

The Inland Township Zoning Map is hereby amended as follows:

The zoning of the following properties shall be C-1, Commercial  
10-08-014-006-10- 0 Honor Hwy  
10-08-014-006-20- 19591 Honor Hwy  
10-08-014-006-36- 19679 Honor Hwy

**SECTION 2. AMENDMENT OF SECTION 3.28**

Section 3.28 shall read in its entirety as follows:

Section 3.28 Reserved

**SECTION 3. AMENDMENT OF SECTION 14.7**

Section 14.7 shall read in its entirety as follows:

**Section 14.7 Expiration of Application**

During the course of any application review, if an applicant has failed to proceed meaningfully towards application complete or application decision for a period of one-hundred and twenty (120) consecutive calendar days, then the application shall be considered abandoned and expire. If the applicant would like to proceed following the one-hundred and twenty (120) days, a new application, documentation, and fee shall be required. This shall be processed as a new application.

**SECTION 4. SEVERABILITY.**

If any section, clause, or provision of this Ordinance is declared unconstitutional or otherwise invalid by a court of competent jurisdiction, said declaration shall not affect the remainder of the Ordinance. The Village Council hereby declares that it would have passed this Ordinance and each part, section, subsection, phrase, sentence, and clause irrespective of the fact that any one or more parts, sections, subsections, phrases, sentences, or clauses be declared invalid.

**SECTION 5. EFFECTIVE DATE.**

This Ordinance shall become effective eight (8) days after being published in a newspaper of general circulation within the Township.

Inland Township

By: \_\_\_\_\_  
Township Supervisor

By: \_\_\_\_\_  
Clerk

Adoption date: \_\_\_\_\_

Effective date: \_\_\_\_\_

To: Inland Planning Commission

From: Sara Kopriva, AICP

Date: May 12, 2021

RE: SPR 2021-01, Tom Hammond Short Term Rental

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Should the Planning Commission find that all the standards of Section 13.6 and 13.11 are met.

**Recommended Motion:** To approve SPR 2021-01 for a short term rental at 19490 St Johns Rd based on the standards for approval being met.

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The applicant is request to operate a weekly rental at the property located at 19490 St Johns Rd, Parcel #10-08-014-010-00. Short term rentals are allowed in the rural residential zoning district with site plan review.

The zoning ordinance allows for the submittal of a sketch plan for review for a short term rental. Section 13.5 of the Ordinance is included below.

### Section 13.5 Requirements for Site Plan

	Sketch Plan	Provided
1. Name and Address of Property Owner	Required	Yes
2. Name and Address of Applicant	Required	Same as owner
3. Legal Description, Property Parcel Number	Required	Yes
4. Dimensions of the property, width, length, acreage,	Required	Yes
5. Zoning Classification	Required	Yes
6. Present and Proposed Use	Required	Yes
7. Topography of the site in two-foot contours	N/A	
8. Locations, heights and sizes of existing and proposed structures	Required	Yes
9. Percentage of land covered by buildings and reserved for open space	N/A	
10. Dwelling unit density	N/A	
11. Location of existing and proposed Public and Private rights-of-ways including percent grades and type of construction	Required	Yes
12. Curb cuts, driving lanes, parking and loading areas	Required	YEs
13. Location and type of drainage, sanitary sewers, storm sewers, and other facilities	N/A	
14. Location of fences, landscaping, and screening	N/A	
15. Proposed Earth Changes	N/A	
16. Signs and On-Site Illumination	N/A	
17. Elevation drawings of proposed structures	Required	Existing
18. Seal of a licensed engineer, surveyor, or landscape architect	N/A	

The zoning ordinance has additional requirements for short term rentals that must be met by the applicant.

### **Section 13.11 Additional Requirements for Certain Uses**

In addition to meeting the standards specified in Section 13.4, those permitted uses and uses allowed if included below, shall be subject to the following conditions and requirements:

#### **A. Short Term Rentals**

1. A dwelling unit, other than an efficiency dwelling unit, shall comply with all of the following requirements:
  - a. A room that constitutes habitable space as defined in the Ordinance, other than a kitchen, shall not be less than 7 feet in any plan dimension. Kitchens shall have a clear passageway of not less than 3 feet between the front of countertops and appliances and/or between the front of countertops and walls. **Provided**
  - b. Except as provided herein, habitable spaces, hallways, corridors, laundry areas, bathrooms, toilet rooms and habitable basement areas shall have a clear ceiling height or not less than 7 feet. **Provided**, however, (1) beams or girders spaced not less than 4 feet on center and projecting not more than 6 inches below the required ceiling height may be installed, and (2) bedrooms having a sloped ceiling over all or part of the bedroom shall have a clear ceiling height of at least 7 feet over not less than one-third of the required minimum floor area. **Provided**
  - c. All bedrooms within a dwelling unit shall comply with the following requirements:
    - i. Every bedroom occupied by one person shall contain at least 70 square feet of floor area, and every bedroom occupied by more than one person shall contain at least 50 square feet of floor area for each occupant thereof. In calculating the floor area of a bedroom having a sloped ceiling over all or part of the bedroom, only that portion of the bedroom with a clear ceiling height of 5 feet or more shall be included. **Provided**
    - ii. Except in dwelling units having only one (1) bedroom, the bedrooms shall not constitute the only means of access to other bedrooms or habitable space and shall not serve as the only means of ingress or egress from other habitable spaces. **Provided**



- iii. Every bedroom shall have access to at least one bathroom and one toilet room on the same story as the bedroom or on an adjacent story without passing through another bedroom. **Provided**
  - iv. A kitchen and space not defined as habitable space in this Ordinance shall not be used for sleeping purposes. **Provided**
  - v. If habitable space other than a kitchen is to be used for sleeping purposes, then that habitable space shall have a minimum square footage equal to the minimum area required for that habitable space plus the area required for a bedroom with the number of occupants intending to sleep in the habitable space. **N/A**
- d. All spaces to be occupied for food preparation purposes shall contain suitable space and equipment to store, prepare and serve foods in a sanitary manner. There shall be adequate facilities and services for the sanitary disposal of food wastes and refuse, including facilities for temporary storage. **Provided**
  - e. A dwelling unit to be occupied by 3-5 tenants shall comply with both of the following additional requirements:
    - i. The dwelling unit shall have a living room no less than 120 square feet and a dining room of no less than 80 square feet. A dwelling unit with combined living room and dining room spaces shall have no less than 200 square feet and shall be located within the dwelling unit so as to function as a combination living room / dining room. **Provided**
    - ii. The operator shall provide no less than two (2) off-street parking spaces on the same property as the dwelling unit. **Provided**

### 3. Noise

Quiet hours shall be established for all Short Term Rentals between the hours of 11 pm and 7 am and shall be a condition of approval.

### 5. Nuisance

A violation of these provisions is hereby declared to be a public nuisance, a nuisance per se and is hereby further declared to be offensive to the public health, safety and welfare.

### **Section 13.6 Criteria for Review**

All applications for site plan approval shall be reviewed against the standards and requirements of this Ordinance. Only when satisfied that the application meets all standards and requirements shall the Planning Commission approve, or approve with conditions, an application for site plan approval to ensure the health, safety, and welfare of the residents of the Township. The Planning Commission shall make a finding that the following standards are met prior to approving a site plan:

- A. That there is a proper relationship between the existing streets and highways within the vicinity and proposed deceleration lanes, service drives, entrance and exit driveways and parking areas to assure the safety and convenience of pedestrian and vehicular traffic, and that the proposed streets and access plan conforms to any street or access plan adopted by the Township or the County Road Commission.
- B. That the buildings, structures and entryways thereto proposed to be located upon the premises are so situated and designed as to minimize adverse effects upon owner and occupants of adjacent properties and the neighborhood.
- C. That as many natural features of the landscape shall be retained as possible, particularly, where they furnish a barrier or buffer between the project and adjoining properties used for dissimilar purposes and where they assist in preserving the general appearance of the neighborhood or help control erosion or the discharge of storm waters.
- D. That any adverse effects of the proposed development and activities proceeding here from upon adjoining residents or owners shall be minimized by appropriate screening, fencing or landscaping.
- E. That all provisions of this Ordinance are complied with unless an appropriate variance has been granted by the Zoning Board of Appeals.
- F. That all buildings and structures are accessible to emergency vehicles.
- G. That the plan as approved is consistent:

1. To encourage the use of lands in accordance with their character and adaptability.
  2. To avoid the overcrowding of population.
  3. To lessen congestion on the public roads and streets to reduce hazards to life and property.
  4. To facilitate adequate provisions for a system of transportation, sewage disposal, safe and adequate water supply, education, recreation and other public requirements.
  5. To conserve the expenditure of funds for public improvements and services to conform with the most advantageous uses of land, resources and properties.
  6. To preserve property values and natural resources.
  7. To give reasonable consideration to the character of a particular area, its peculiar suitability for particular uses and the general and appropriate trend and character of land, building and population development.
- H. That a plan for erosion controls and storm water discharge has been approved by appropriate public officials.

Inland Township  
Benzie County  
19668 Honor Hwy  
Interlochen, MI 49643  
(231)383-1229

**Application for Site Plan Review**

In addition to a completed application and fee, a site plan meeting the requirements of Section 13.4.A shall be submitted.

**Property Information**

Address: 19490 St Johns

Parcel Number: 10-08-014 - 010 - 00 Current Zoning: \_\_\_\_\_

Proposed Use: Weekly Rental

Project Name: SUE GLASS / Tom Hammond

**Owner Information** Sue GLASS 231 342 8465

Name: Tom Hammond Phone Number: 231 620 0881

Address: \_\_\_\_\_

**Applicant Information (if different)**

Name: Tom HAMMOND Phone Number: 231 620 0881\*

Address: 981 dyer lake Rd TC MI 49685

Affidavit:  
I hereby depose and say, under penalties of perjury, that all of the statements and/or information contained herein or submitted with this application are true. If any statements and/or information are found at a later date to be false, this permit shall become null and void. In signing this application, I am permitting a representative of the Township to do an on-site inspection(s) as necessary.

Thomas J Hammond 4/17/21  
Owner Signature (Required) Date

\_\_\_\_\_  
Applicant Signature Date

TOM HAMMOND

Sue GLASS

19490 St Johns Rd

08 014 010 00

RR zoning

5'



250'

North  
225'

2709.43'

87°37'43" E

775.00'

521.00'

87°37'43" W 221.00'

N 00°43'22" E  
150.00'

Parcel "C"  
2.57 Acres

N 87°37'43" W

135.00'



S 00°43'22" W

417.00'

450.00'

Existing "B"  
2.80 Acres

N 00°43'22" E 250.00'

217.00'

40' Easement

47.7'



House

House

Gar.

356.00'

165.00'

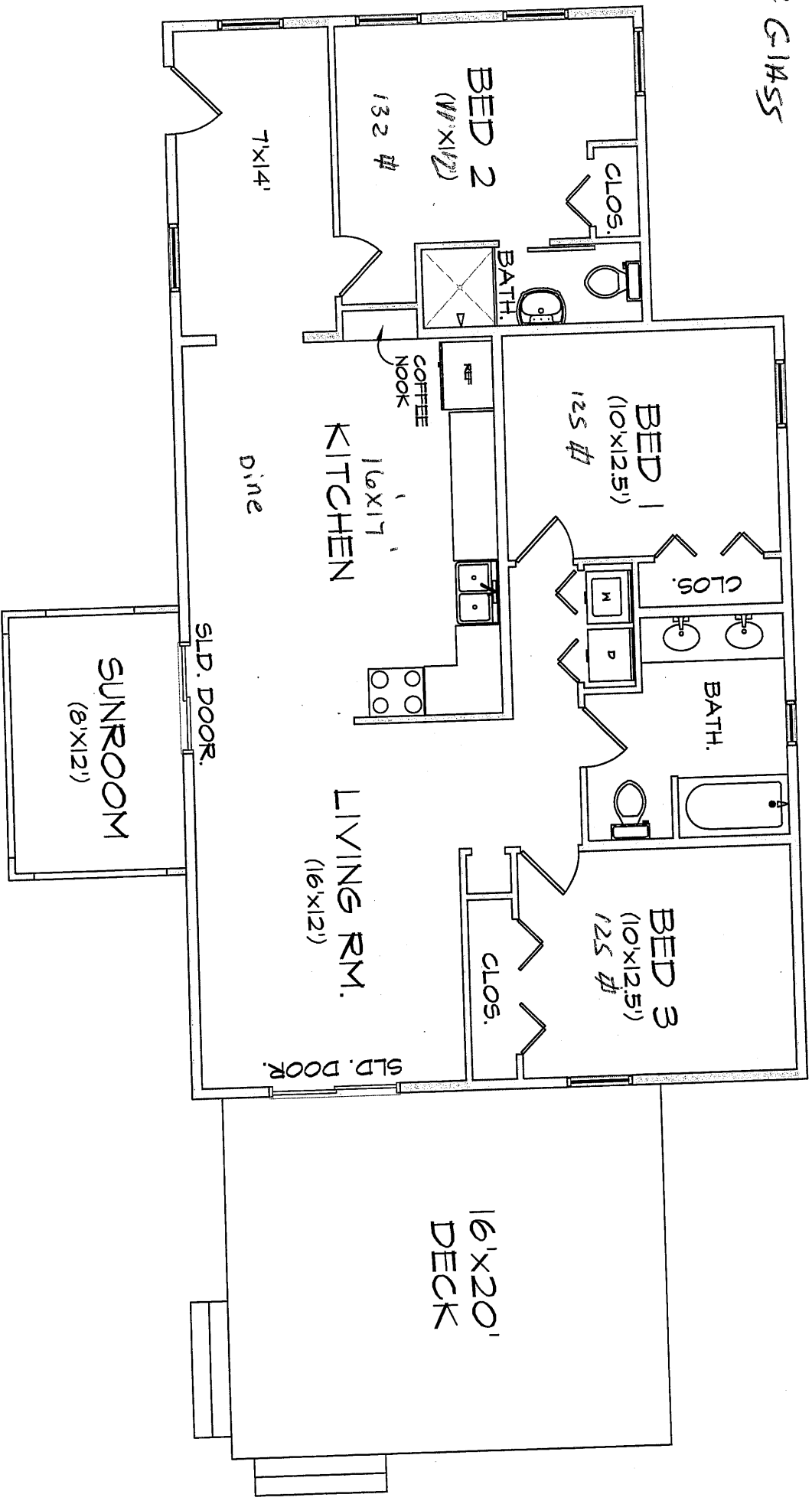
W 2627.52'

JOHNS ROAD (66')

SOUTH 1/4 CORNER

TOM HAMMOND  
19490 St Johns Rd  
Interlochen MI  
49643

Sue Glass



To: Inland Planning Commission

From: Sara Kopriva, AICP

Date: May 12, 2021

RE: SPR 2021-02, Fresh Winds School and Church Addition

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Should the Planning Commission find that all the standards of 13.11 are met.

**Recommended Motion:** To approve SPR 2021-02 for an amendment the site plan for classroom and kitchen addition at 18201 Honor Hwy based on the standards for approval being met.

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The applicant is requesting put an addition on the existing school and church to provide 3 more classrooms and a new kitchen. This is an amendment to a previously Planning Commission approved site plan. The use of place of worship is allowed with a site plan review in the General Commercial district.

### Section 13.5 Requirements for Site Plan

	Site Plan	Provided
1. Name and Address of Property Owner	Required	Yes
2. Name and Address of Applicant	Required	Yes
3. Legal Description, Property Parcel Number	Required	Yes
4. Dimensions of the property, width, length, acreage,	Required	Yes
5. Zoning Classification	Required	Yes
6. Present and Proposed Use	Required	Yes
7. Topography of the site in two-foot contours	Required	Yes
8. Locations, heights and sizes of existing and proposed structures	Required	Yes
9. Percentage of land covered by buildings and reserved for open space	Required	Yes
10. Dwelling unit density	Required	N/A
11. Location of existing and proposed Public and Private rights-of-ways including percent grades and type of construction	Required	Yes
12. Curb cuts, driving lanes, parking and loading areas	Required	Yes
13. Location and type of drainage, sanitary sewers, storm sewers, and other facilities	Required	Yes
14. Location of fences, landscaping, and screening	Required	Yes
15. Proposed Earth Changes	Required	Yes
16. Signs and On-Site Illumination	Required	No New
17. Elevation drawings of proposed structures	Required	Yes
18. Seal of a licensed engineer, surveyor, or landscape architect	Required	Yes

### **Section 13.6 Criteria for Review**

All applications for site plan approval shall be reviewed against the standards and requirements of this Ordinance. Only when satisfied that the application meets all standards and requirements shall the Planning Commission approve, or approve with conditions, an application for site plan approval to ensure the health, safety, and welfare of the residents of the Township. The Planning Commission shall make a finding that the following standards are met prior to approving a site plan:

- A. That there is a proper relationship between the existing streets and highways within the vicinity and proposed deceleration lanes, service drives, entrance and exit driveways and parking areas to assure the safety and convenience of pedestrian and vehicular traffic, and that the proposed streets and access plan conforms to any street or access plan adopted by the Township or the County Road Commission.
- B. That the buildings, structures and entryways thereto proposed to be located upon the premises are so situated and designed as to minimize adverse effects upon owner and occupants of adjacent properties and the neighborhood.
- C. That as many natural features of the landscape shall be retained as possible, particularly, where they furnish a barrier or buffer between the project and adjoining properties used for dissimilar purposes and where they assist in preserving the general appearance of the neighborhood or help control erosion or the discharge of storm waters.
- D. That any adverse effects of the proposed development and activities proceeding here from upon adjoining residents or owners shall be minimized by appropriate screening, fencing or landscaping.
- E. That all provisions of this Ordinance are complied with unless an appropriate variance has been granted by the Zoning Board of Appeals.
- F. That all buildings and structures are accessible to emergency vehicles.
- G. That the plan as approved is consistent:
  - 1. To encourage the use of lands in accordance with their character and adaptability.
  - 2. To avoid the overcrowding of population.



3. To lessen congestion on the public roads and streets to reduce hazards to life and property.
  4. To facilitate adequate provisions for a system of transportation, sewage disposal, safe and adequate water supply, education, recreation and other public requirements.
  5. To conserve the expenditure of funds for public improvements and services to conform with the most advantageous uses of land, resources and properties.
  6. To preserve property values and natural resources.
  7. To give reasonable consideration to the character of a particular area, its peculiar suitability for particular uses and the general and appropriate trend and character of land, building and population development.
- H. That a plan for erosion controls and storm water discharge has been approved by appropriate public officials.

1 | ctowersey33@gmail.com

Inland Township  
Benzie County  
19668 Honor Hwy  
Interlochen, MI 49643  
(231)383-1229

**Application for Site Plan Review**

In addition to a completed application and fee, a site plan meeting the requirements of Section 13.4.A shall be submitted.

**Property Information**

Address: 18201 Honor Hwy, Interlochen MI 49643

Parcel Number: 10-08-015-007-10 Current Zoning: \_\_\_\_\_

Proposed Use: Classrooms / Kitchen

Project Name: Fresh Wind Classrooms / Kitchen

**Owner Information**

Name: Collin Towersey Phone Number: 231-357-1413

Address: 20642 Red Oak Dr. Lake Ann MI 49650

**Applicant Information (if different)**

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

**Affidavit:**

I hereby depose and say, under penalties of perjury, that all of the statements and/or information contained herein or submitted with this application are true. If any statements and/or information are found at a later date to be false, this permit shall become null and void. In signing this application, I am permitting a representative of the Township to do an on-site inspection(s) as necessary.

C Towersey 4/20/21  
Owner Signature (Required) Date

\_\_\_\_\_  
Applicant Signature Date

To: Inland Planning Commission

From: Sara Kopriva, AICP

Date: May 12, 2021

RE: ZA #2- Rezoning Request for Thomas Eckel at 18798 Honor Hwy

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Should the Planning Commission have the information they need to move forward

**Recommended Motion:** To schedule a public hearing for the rezoning request at 18798 Honor Hwy.

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The applicant is requesting to rezone parcel number 10-08-01-026-03 at 18798 Honor Hwy from General Commercial (C-1) to Rural Residential (RR). The property is 3.32 acres and contains 150 feet of road frontage.

Zoning Map



Received  
May 5, 2021

Inland Township  
Benzie County  
19668 Honor Hwy  
Interlochen, MI 49643  
(231)383-1229

**Application for Zoning Amendment**

Only completed applications with supporting information will be accepted.

Owner Name: THOMAS J. ECKEL  
Ann mikesell-Eckel  
Owner Address: 2365 Orchard Circle Dr., Apt. 1  
Traverse city, MI 49686  
Owner Phone Number: 231-620-7752 - Ann

Applicant Name (if different): same as above  
Applicant Address: same as above  
Applicant Phone Number: same as above

Are any conditions being voluntarily offered as part of this zoning amendment application:  Yes\*  No

\*If yes, please attach a detailed description of the conditions being offered as part of this application.

**Rezoning**

Property Address: 18798 Honor Hwy., Interlochen, MI  
49643  
Property Parcel Number: 10-08-010-026-03  
Attach Legal Description  
Current Zoning: C-1 Commercial

Proposed Zoning: R R Rural Residential

Future Land Use Designation: \_\_\_\_\_

Current Use of Property: TOM Eckel's Business

Automatic machine Products, LLC  
and vacant Lot

**Text Amendment**

Section(s) of Existing Ordinance to be amended (attached sections of current Ordinance): \_\_\_\_\_

Attach Proposed Text

Explain why this text amendment is being requested: \_\_\_\_\_

\* Please see attachment

**Affidavit:**

The undersigned affirms that he/she or they is (are) the owner(s), or authorized agenda of the owner(s), and that the answers and statements herein contained and the information submitted are in all respects true and correct. In addition, the undersigned represents that he/she or they is (are) authorized and does hereby grant a right of entry to Township officials for the purpose of inspecting the premises and sues thereon for the sole purpose of gathering information regarding this request.

Ann Mikisell-Eckel

Tom J Eckel

Owner Signature (Required)

4-28-2021

Date

Tom J Eckel

Ann Mikisell-Eckel

Applicant Signature

4-28-2021

Date

\* - attachment

**April 28, 2021**

**Tom and I would like to live next to his place of employment, his shop. His shop now sits on 1.21 Acres. The new vacant land parcel sits on 3.32 Acres. Both pieces of property are currently zoned C-1 Commercial. We would like to build our home on the 3.32 Acre lot. We cannot get a loan from a bank to build a residential house, when the land is zoned commercial. Therefore, we would like to change the zoning on the 3.32 Acres to "rural residential."**

**The property adjacent to us on the West side is a residential home. Having another residential home side by side will add to the beauty of Honor Hwy.**

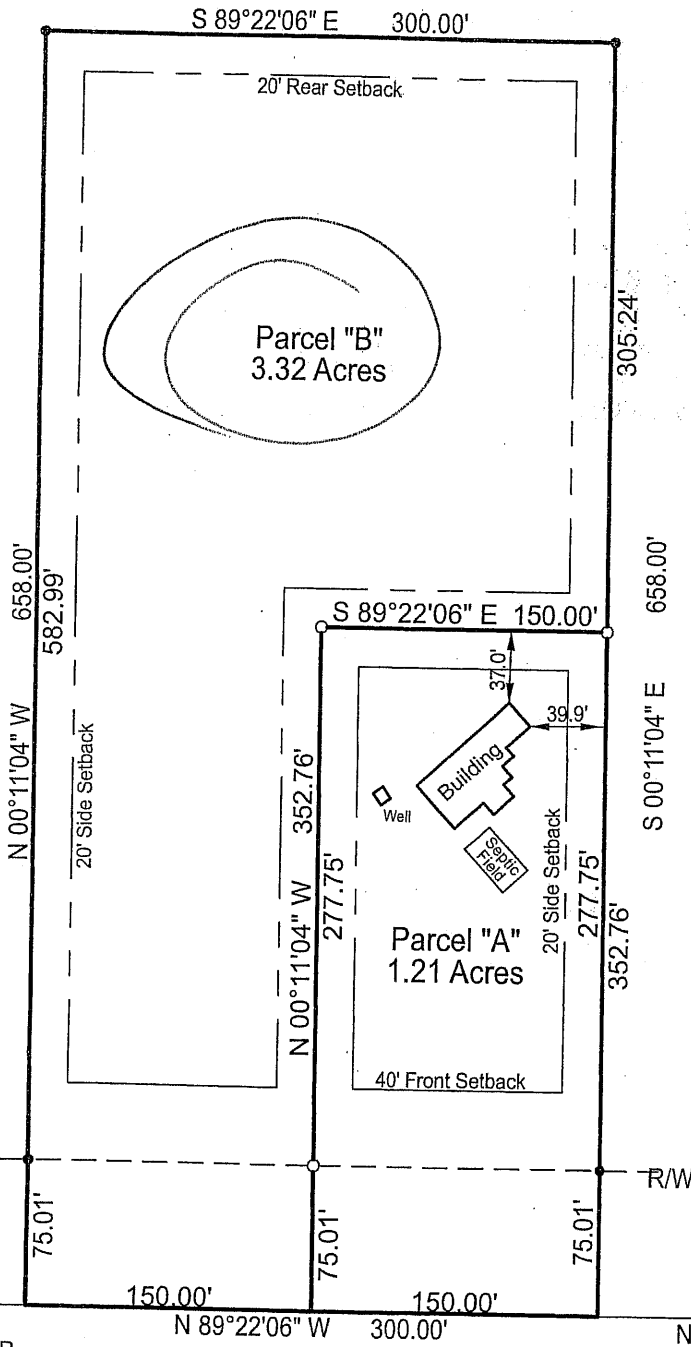
**We sincerely appreciate your consideration in this matter.**

**Sincerely,**

*Jul J Eckel*  
*Ann Mikeseil-Eckel*

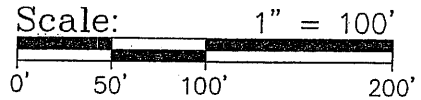
**Thomas J. Eckel  
Ann Mikeseil-Eckel  
18798 Honor Hwy.  
Interlochen, MI 49643**

# Certificate of Survey



### Legend

- IRON FND.
- IRON SET
- ▲ P.K. FND.
- △ P.K. SET
- ⊙ MONUMENT FND.
- (R) RECORD
- (M) MEASURED



SOUTH 1/4 CORNER  
 Sec. 10, T26N, R13W  
 County Monument  
 LCRC L. 2, Pg. 268

HONOR HWY. (U.S. - 31)

SOUTHEAST CORNER  
 Sec. 10, T26N, R13W  
 County Monument  
 LCRC L. 2, Pg. 269



I, Scott D. McLain, a Professional Surveyor in the State of Michigan, do hereby certify that I have surveyed and mapped the hereon described parcel(s) of land;



















































