

**VILLAGE OF LAKE ODESSA
PLANNING COMMISSION
REGULAR MEETING**

PROPOSED AGENDA

**MONDAY, JANUARY 26, 2026 - 7:00 P.M.
PAGE MEMORIAL BUILDING
839 FOURTH AVENUE
LAKE ODESSA, MI 48849**

1. Call to Order / Roll Call
2. Approval of Agenda
3. Public Comment
Under the Open Meetings Act, any citizen may come forward at this time and make comment on items that appear on the agenda. Comments will be limited to three minutes per person. Anyone who would like to speak shall state his/her name and address for the record. Remarks should be confined to the question at hand and addressed to the chair in a courteous tone. No person shall have the right to speak more than once on any particular subject until all other persons wishing to be heard on that subject have had the opportunity to speak.
4. Minutes: To approve the meeting minutes from the following Planning Commission meetings:
 - a. Minutes from the regular Planning Commission meeting of November 24, 2025
5. Public Hearing:
 - a. Proposed amendment to Chapter 36 of the Code of Ordinances to establish requirements for manufactured home developments that conform to State laws and regulations.
 - b. Proposed amendment to Chapter 36 of the Code of Ordinances to remove references to required roof pitch, roof overhangs, and roof drainage systems.
6. Action and Discussion items:
 - a. Consider Recommending Amendment to Zoning Ordinance Chapter 36, to establish requirements for manufactured home developments that conform to State laws and regulations, to Village Council for Approval
 - b. Consider Recommending Amendment to Zoning Ordinance Chapter 36, to remove references to required roof pitch, roof overhangs, and roof drainage systems, to Village Council for Approval
7. Board Member Comments
8. Adjournment

**VILLAGE OF LAKE ODESSA
PLANNING COMMISSION**

MINUTES

**REGULAR MEETING
MONDAY, NOVEMBER 24, 2025 - 7:00 P.M.
Page Memorial Building
Lake Odessa, Michigan**

The meeting was called to order at 7:00 pm by Chairperson Meg Wheeler.

ROLL CALL

Commissioners present: Meg Wheeler, Beth Barrone, Ben DeJong, Karen Banks, Ken Misiewicz, Gregg Guetschow

Commissioners absent: None

Staff present: Clerk/Treasurer Kathy Forman, Zoning Administrator Jeanne Vandersloot

APPROVAL OF THE AGENDA

Motion by Misiewicz, supported by DeJong, to approve the agenda. All ayes; motion carried 6-0.

PUBLIC COMMENT

1. Linda Butler – Questioned if there is a need for this development.
2. Susan Mesack – Spoke in support of the development.

MINUTES

Motion by Banks, supported by Guetschow, to approve minutes from the special Planning Commission meeting of October 21, 2025. All ayes; motion carried 6-0.

PUBLIC HEARING

- a. Motion by Misiewicz, supported by DeJong, to open the public hearing regarding the application submitted by Indigo Design for a special use permit to construct a 54-unit multiple-family development on property located in the 800 block of Jordan Lake Avenue. All ayes; motion carried 6-0.

The public hearing was opened at 7:06 pm.

A presentation was given by Ryan Schmidt of Indigo Design. There will be two 3-story buildings, no elevators, and the first floor will be at zero grade for walk-up entry.

Village Manager Guetschow explained a review of ordinances he completed. Spoke about the site location and being down the hill from the condos.

Jeanne Vandersloot reviewed her questions that were answered via email this afternoon.

Discussed our tree ordinance and Karen Banks provided a printed copy to Jeanne Vandersloot and Ryan Schmidt.

Beth Barrone spoke about her concerns and passed on a comment from a resident.

Chairperson Wheeler asked for public comment. The Public Hearing was noticed per state law, and no responses were received.

Lee Stuart – Spoke in support of the development

Motion by Misiewicz, supported by Banks, to close the public hearing. All ayes; motion carried 6-0.

The public hearing was closed at 7:33 pm.

- b. Motion by Misiewicz, supported by Banks, to open the public hearing regarding a proposed amendment to Chapter 36 of the Code of Ordinances to replace all references from “mobile home” and “mobile home park” to “manufactured home” and “manufactured home park,” respectively. All ayes; motion carried 6-0.

The public hearing was opened at 7:33 pm.

Village Manager Guetschow explained the reason for the public hearing notice.

Chairperson Wheeler asked for public comments, and none were heard. The Public Hearing was noticed per state law, and no responses were received.

Motion by Misiewicz, supported by Barrone, to close the public hearing. All ayes; motion carried 6-0.

The public hearing was closed at 7:39 pm.

ACTION AND DISCUSSION ITEMS

- a. Consider Approving Special Use Permit – To construct a 54-unit multiple-family development on property located in the 800 block of Jordan Lake Avenue

Motion by Guetschow, supported by DeJong, to approve the Special Use permit for the property located in the 800 block of Jordan Lake Avenue. All ayes; motion carried 6-0.

- b. Copper Rock and Indigo Design Site Plan Review – V/L Jordan Lake Avenue

Commissioners held a discussion and asked questions.

Motion by Guetschow, supported by Banks to approve the site plan as proposed with provisos that the landscaping plan will be presented to the Planning Commission for final approval and the drain commission & DPW approvals, lighting plan and signage design will go to Jeanne Vandersloot for review. Motion carried 5-1.

- c. Consider Recommending Amendment to Zoning Ordinance Chapter 36 to Village Council for approval.

Motion by Banks, supported by Guetschow, to recommend the Amendment to Zoning Ordinance Chapter 36 with requested changes to Village Council for adoption. All ayes; motion carried 6-0.

d. Election of Officers

Motion by Banks, supported by Barrone to elect Meg Wheeler – Chairperson, Ken Misiewicz – Vice-Chairperson and Karen Banks – Secretary. All ayes; motion carried 6-0.

e. 2026 Planning Commission Meeting Dates and Times

Motion by Banks, supported by Barrone to set the meeting dates and times as proposed with the elimination of May 19, 2026. All ayes; motion carried 6-0.

BOARD MEMBER COMMENTS

Manager Guetschow discussed his intention to work on the Master Plan in upcoming weeks. There may be a public hearing planned for the January meeting.

ADJOURNMENT

Motion by Banks, supported by DeJong, to adjourn the meeting. All ayes; motion carried 6-0.
Meeting adjourned at 8:05 p.m.

Respectfully submitted,

Kathy Forman
Village Clerk / Treasurer

**VILLAGE OF LAKE ODESSA
IONIA COUNTY, MICHIGAN**

Trustee _____, supported by Trustee _____, moved the adoption of the following ordinance:

ORDINANCE NO. 2026-

**AN ORDINANCE TO AMEND SECTIONS 36-93 OF THE
CODE OF ORDINANCES TO ADOPT LANGUAGE
PERTAINING TO MANUFACTURED HOME
DEVELOPMENTS THAT CONFORMS TO
MICHIGAN LAWS AND REGULATIONS**

THE VILLAGE OF LAKE ODESSA ORDAINS:

Section 1. That Sections 36-93 of the Code of Ordinances, Village of Lake Odessa, Michigan, is hereby amended to read as follows:

Sec. 36-93. Mobile home parks.

~~In recognition of the growing trend toward mobile home parks and the need for well-located and properly developed areas to accommodate them, mobile home park regulations are hereby prescribed for such use with appropriate construction and site development standards to promote the health, safety, and general welfare of the residents of such areas as well as the residents of adjoining and neighboring premises.~~

- ~~(1) *Special use permit required.* Before any other type of permit for a mobile home park can be secured, a special use permit by the planning commission must first be obtained. All standards for a special use permit, and all requirements, including site plan approval by the planning commission must be met. See article V of this chapter for special use permit application procedures.~~
- ~~(2) *Eligibility.* The site of a mobile home park must be in accordance with the following site standards in order to be eligible for a special use permit:~~
 - ~~a. The site must be within an MH, mobile home development zoning district;~~
 - ~~b. The site must be a minimum of ten acres in land area and contiguous;~~
- ~~(3) *Special conditions and limitations for mobile home parks.* In addition to satisfying the general standards for a special use permit, the following shall also govern the development of a mobile home park:~~
 - ~~a. All mobile home parks shall comply with the requirements imposed by Public Act No. 96 of 1987 (MCL 125.2301 et seq.), except as such provisions are modified herein, together promulgated by the state mobile home commission.~~
 - ~~b. A ten foot wide buffer zone shall be provided along all exterior boundaries of the mobile home park. Said buffer shall be measured from the park property line inward. The buffer~~

shall be planted with evergreens and shrubs not less than four feet in height at the time of planting and which contain foliage throughout the calendar year, sufficiently compact in nature to form a natural buffer or screening between the mobile homes and adjoining premises. In lieu of the foregoing, an artificial fence which cannot be seen through may be constructed not less than five feet in height along the perimeter of the buffer zone. Said fencing shall be commensurate with the character of the adjoining development, and shall be maintained at all times in a neat and attractive manner.

- c. Drainage for the mobile home park shall be reviewed and approved by a registered professional engineer retained by the village. The applicant shall reimburse the village for the cost of drainage review and approval.
- d. No mobile home shall be located nearer than 60 feet to any abutting residential zoning district, nor greater than 85 feet to the centerline of any dedicated public road or highway right of way.
- e. The boundaries of every mobile home space shall be clearly defined and not more than one mobile home shall be located on any individual mobile home space. Each mobile home space shall contain a concrete pad not less than four inches thick and not less than the width and length of any mobile home located thereon, upon which the mobile home shall be parked. The balance of the mobile home space shall be landscaped with either natural or artificial improvements of a dust free and attractive nature. No mobile home and accessory buildings shall occupy more than 35 percent of the area of the mobile home site on which it is located.
- f. No mobile home nor any appurtenances connected thereto shall be located on a mobile home space closer than 20 feet to any adjoining mobile home or building, nor closer than three feet to one boundary line of the individual trailer space, nor closer than ten feet to the remaining three boundary lines of such trailer space.
- g. All mobile home spaces shall abut a driveway of not less than 36 feet in width as measured from back to back of curb, which shall contain a curb, drainage structures, a two-inch bituminous plant mix surface constructed upon not less than a six-inch compacted gravel base, and shall have unobstructed and safe access to a public street or highway. Where sidewalks are provided paralleling said driveway, the same shall be in addition to the foregoing driveway width.
- h. Not less than two paved parking spaces for automobiles (ten feet by 20 feet each in size) shall be provided within the mobile home park for every mobile home site located therein.
- i. All driveways and sidewalks within the park shall be illuminated with not less than 2,500 lumen lights spaced not more than 300 feet apart or equivalent lighting approved by the planning commission.
- j. Each mobile home space shall be provided with electric service of not less than 100 amp capacity, located underground. All electrical wiring and installation shall comply with the county building code. All electrical connections to mobile homes shall be so located as to avoid the extension of electric lines across sidewalks or driveways or in any manner which would be a hazard to persons or property.
- k. No garbage or other wastes shall be burned within a mobile home park but shall be disposed of either through appropriate disposal services furnished by the proprietor of

~~the park or through mechanical garbage disposal equipment connected to the sewer facilities located within the park. Any containers for garbage or waste materials shall be recessed below grade level and shall be maintained in sanitary condition to avoid any nuisance or annoyance therefrom to residents within the park.~~

~~l. The location of all gas, water, and sanitary sewage mains within the park shall be shown upon the plat of the same submitted to the planning commission for its approval. Any propane gas tanks shall be Underwriters Laboratory approved and shall be so located as to where it is not a fire hazard. All gas tanks above the grade level shall be screened from adjoining premises.~~

~~m. Water supply and sanitary sewage systems.~~

- ~~1. All water supply and sanitary sewage systems shall be located underground and in such a manner as to prevent freezing during the winter months. Connections to the same shall be located underground and in such a manner as to prevent freezing during the winter months. Connections to the same shall be provided at each trailer space by a frostproof dual water tap at least four inches above grade level as to water and by an approved sanitary connection to a trapped sewer, at least four inches in diameter as to sanitary sewers. All such connections shall be adequate to furnish all normal required water within the mobile home and to receive all normal waste from all plumbing facilities therein.~~
- ~~2. The trapped sewer in each space shall be connected to discharge the mobile home waste into a public sewer system, if available, or into a private sewer and disposal plant of a septic tank quality or better and in such a manner as will present no health hazard.~~
- ~~3. An approved type of sewer connection shall be used for each mobile home which shall be odor tight and free from leakage. The proprietor of the mobile home park shall be responsible for the connection of all trailers to such water and sewer systems and for the maintenance of such connections in accordance with the terms in this chapter.~~
- ~~4. Sewer connections on unoccupied sites shall be closed in proper manner as will prevent the emanation of odor or any unsanitary condition therefrom.~~
- ~~5. All sanitary sewage facilities within the mobile home park, including those of a semi-public nature and those pertaining to individual self-contained trailers shall be constructed and maintained in compliance with the requirements of Public Act No. 96 of 1987 (MCL 125.2301 et seq.), and accordance with the single state construction code.~~

~~n. No mobile home shall be allowed to be located within a mobile home park unless the same is a self-contained living unit and is connected to the water and sanitary sewer facilities required at each mobile home space.~~

~~o. No animal or car washings or other activities involving quantities of water shall be carried on in any mobile home park unless within an area specifically set aside for such activities containing adequate drainage facilities.~~

~~p. No domestic house pets shall be allowed to run at large or commit any nuisance within the limits of a mobile home park.~~

- q. All grass and shrubbery within a mobile home park shall be kept mowed and landscaped in a neat and attractive manner.
- r. Every park shall be equipped at all times with fire extinguishing equipment in good working order, of such type, size and number so located within the park as to satisfy applicable regulations of the fire department. No open fires shall be permitted. Fire extinguishers shall bear the Underwriter's label and be of such a type approved for such service by the commissioners of the state police. Each fire extinguisher shall be periodically examined and kept at all times in usable condition, in compliance with regulations of the fire department.
- s. The village reserves the right to inspect any mobile home park at reasonable periodic intervals to ascertain compliance with the terms and conditions of this chapter. The management of every such park shall be held responsible for compliance and shall hereby be required to cooperate with the zoning administrator in making any such inspections.
- t. Each mobile home park shall be provided with a manager's office where each mobile home entering the park shall be assigned to a lot location, and each owner shall be given a copy of the mobile home park regulations and registered according to the prescribed form.
- u. No mobile home park shall be developed or operated with less than 25 mobile home sites.
- v. All mobile homes shall be securely fastened to the pad upon which it is located by not less than eight turn buckle cables attached to the frame of the mobile home or by not less than two straps extending over the superstructure of the mobile home and fastened to the pad at opposite sides of the mobile home.
- w. All mobile homes shall be skirted within 60 days following their placement within the mobile home park with standard skirting materials or material of equal quality for both aesthetic purposes and to lessen heat loss.
- x. No retail sales of mobile homes shall be permitted from a mobile home park except for mobile homes that are located within the park on a developed mobile home site meeting all of the requirements set forth herein.

(4) ~~State rules and regulations. Mobile home parks and mobile homes shall abide by rules and regulations as so stated in State of Michigan, Mobile Home Commission Rules and any or all amendments of said commission rules, past, present or future.~~

Sec. 36-93. - Manufactured Home Development

(1.) *Purpose and Intent.* To provide for manufactured home development, of long-term duration of stay in areas which are developed in a manner which takes into account such special characteristics as locational needs, site layout and design, demand upon community services, and the relationship to and effect upon surrounding uses of land, and conformance to the Comprehensive Land Use Plan. All manufactured home developments shall comply with the applicable requirements of Public Act 96 of 1987, as amended. The controlling standards in this Section 36-93 are not designed to generally exclude mobile manufactured homes of persons who engage in any aspect pertaining to the business of manufactured mobile homes or manufactured mobile home developments.

(2.) *Permitted Uses.* Within a manufactured home development, the following uses shall be permitted, subject to the terms of this Section:

- a. Manufactured homes
- b. Recreational facilities and open space land for the residents of a manufactured home development
- c. Community Centers
- d. Buildings such as administration office, stores, storage, laundry or other similar buildings
- e. Family day care homes consisting of 6 children or less
- f. Adult foster care family homes consisting of 6 residents or less

(3.) *Application Procedures.* Pursuant to Section 11 of Act 96 of the Public Acts of 1987, as amended, and the rules promulgated thereunder, an application for the extension, alteration, or construction of a manufactured home development shall be accompanied by a preliminary plan of the proposed development and all permanent buildings indicating the proposed methods of compliance with these requirements. Said application, fees and preliminary plan shall meet the following requirements:

- a. An application form shall be completed, and fees paid in accordance with the fee schedule (as amended from time to time by resolution of the Village Council) and ten copies of the preliminary plan shall be submitted to the Village Office for distribution to the Planning Commission, the Village's Engineer, the Lakewood Wastewater Authority, the Village's Street Administrator, County Drain Commission, County Health Dept and County Road Commission, if applicable.
- b. The preliminary plan need not include detailed construction plans, but shall include the following materials:
 1. The applicant's name, address and telephone number and the property owner's name, address and telephone number, if different than that of the applicant.
 2. Notation of all federal, state and local permits required.
 3. The location of the project including the permanent parcel number(s) of the property upon which the project is proposed to be located.
 4. The layout of the project including an illustration of the internal roadway system proposed and typical homesite layout.
 5. The general design of the proposed project including the proposed location and design of signs, trash receptacles, light fixtures and any accessory structures, open lands and recreation areas and accessory uses.
 6. The location, spacing, type and size of proposed plant materials.

7. A general description of the proposed project including the number of homesites proposed, the anticipated phasing of project development and an indication of the number of homesites to be rented and the number to be sold, if any.

(4.) *Review Process.* The Planning Commission shall review the submitted preliminary plan and approve, approve with conditions or modifications, or deny the preliminary plan. The Planning Commission shall approve a preliminary plan upon a finding that the proposed use will not, upon the facts known at the time of the submission of the site plan, cause undue hardship, or create unsafe or hazardous health or safety conditions to the general public. Not more than sixty (60) days following the receipt by the Village of a complete application for preliminary plan approval, the Planning Commission shall approve, approve with conditions or modifications, or deny an application and preliminary plan pursuant to the Mobile Home Commission Act, the rules promulgated thereunder and this ordinance.

Upon approval of the preliminary plan, the Village Clerk shall sign three (3) copies thereof. One (1) signed copy shall be made a part of the Village's files, one (1) copy shall be forwarded to the Zoning Administrator for issuance of a Zoning Permit, and one (1) copy shall be returned to the applicant. Construction shall commence within five (5) years after the date of issuance of a construction permit by the Michigan Department of Licensing and Regulatory Affairs unless an extension has been granted by said Department. Amendments to the approved preliminary plan must be submitted to the Planning Commission for review and approval.

(5.) *Noncompliance.* Any substantial noncompliance with the approved preliminary plan shall be reported to the Manufactured Housing Division of the Department of Licensing and Regulatory Affairs for remedy along with all pertaining evidence.

(6.) *Site Development Requirements.* The following requirements for site development, together with any other applicable requirements of the State of Michigan, Act 96 of 1987, as amended, shall be complied with. If any of the requirements of this subsection are less than those in the State Act, the State requirements shall prevail. No manufactured housing community shall be maintained, operated, or conducted without an annual license from the Michigan Department of Licensing and Regulatory Affairs. An inspection of construction may be performed at any appropriate time, pursuant to Act 96 of 1987, as amended (the Mobile Home Commission Act).

- a. *Site Size:* A minimum site size shall be three (3) acres.
- b. *Site Location and Construction:* The proposed site location shall be governed by the requirements of Section 11 of the Mobile Home Commission Act and rule 920(1)(b) of the Manufactured Housing Commission Rules.
- c. *Side Yard Dimensions:* All buildings and manufactured houses within the manufactured housing community site shall be no closer than fifteen (15) feet

from any public street right of way line, and not closer than ten (10) feet from any side or rear lot line of the manufactured housing community site.

- d. *Space Requirements:* The manufactured home development shall be developed with sites averaging 5,500 square feet per manufactured home unit. This 5,500 square feet average per site may be reduced by 20 percent provided that all individual sites shall be equal to at least 4,400 square feet. For each square foot of land gained through the reduction of a site below 5,500 square feet, an equal amount of land shall be dedicated as open space. This open space shall in addition to that required under R125.1946, rule 946 and Rule 125.1941 and R125.1944, Rules 941 and 944 of the Michigan Administrative Code.
- e. *Yard Requirements:* The required distances between manufactured home units and other structures and the required distances from property boundary lines shall meet the requirements of Rule 125.1941 and Rule 125.1944, and Rules 941 and 944 of the Michigan Administrative Code.
- f. *Development Roads:* Two-way streets within a manufactured home development shall have a minimum width of 21 feet where no parallel parking is permitted, 31 feet where parallel parking is permitted along one side of the street, and 41 feet where parallel parking is permitted along both sides of the street. The minimum width of a one-way street shall be 13 feet where no parallel parking is permitted, 23 feet where parallel parking is permitted along one side and 33 feet where parallel parking is permitted along both sides.
- g. *Paving:* All internal roads and parking facilities shall be provided with a paved surface in compliance with the standards of the AASHTO Specifications referenced in Rule 922 of the Michigan Manufactured Housing Commission Rules. Off-street parking areas shall be drained so as to dispose of all surface water accumulated in the parking area in such a way as to prevent the drainage of water onto adjacent property or toward buildings. No portion of any off-street parking area shall be considered part of the sidewalk system.
- h. *Sidewalks:* Sidewalks, which meet the standards established in Rule 928 of the Michigan Manufactured Housing Commission Rules, and AASHTO Standards shall be installed along one (1) side of all internal collector roads within the park and to the public right-of-way and to all service facilities including, but not limited to, central laundry, central parking, and central recreation/park areas. Sidewalks shall also be required along that portion of a site fronting along public thoroughfares. Walks connecting the entrance of each manufactured housing unit to the balance of the development walk system shall be designed per Manufactured Housing Commission Rules.
- i. *Utilities:* The installation of utilities within a manufactured housing community shall be in accordance with the following requirements:
 1. All electrical, telephone, and utility service shall be underground and

specifically designed in conformance with the standard established in rule 932(a), 934(a), 935(a), 937(2)(a), and 940 of the Manufactured Housing Commission.

2. All gas distribution lines shall be located underground. Each manufactured housing lot so served shall have the service line located underground to a connection point and the manufactured housing unit shall be supported so it cannot be abraded by the pad surface. If fuel oil is used, it shall be supplied from a central storage tank, with underground distribution and service lines to the individual manufactured home sites and shall be subject to the same requirements given herein for gas lines. The use of independent bottled gas service for individual manufactured housing units is prohibited. All heating systems shall be designed and installed in accordance with Rules 934 and 940 of the Manufactured Housing Commission.
3. Minimum housing standards for the home or installation of the home plumbing, heating, and electrical systems shall be those either set forth by the United States Department of Housing and Urban Development (HUD) Manufactured Home Construction and Safety Standards or by ANSI (American National/Standards Institute) for manufactured housing units predating HUD.
4. All manufactured housing sites and all other buildings within the development shall be connected to the water system of the governmental jurisdiction, if it is available to the development, or to another state-approved system. The development water system shall conform to parts 2-4 of the Michigan Department of Environmental Quality (MDEQ) Manufactured Housing Community Standards.
5. All manufactured housing sites and all other buildings within the development shall be connected to the sanitary sewerage system of the governmental jurisdiction if it is available to the development, or to other state-approved systems. The development sanitary sewerage system shall conform to MDEQ Manufactured Housing Community Standards.
6. All storm sewers shall be constructed in accordance with parts 2-4 of the MDEQ Manufactured Housing Community Standards by the developer.

j. *Skirting:* Skirting shall be installed around all manufactured housing units. Such skirting shall be compatible aesthetically with the appearance and construction of the manufactured housing unit. All skirting shall be installed prior to the issuance of a Certificate of Occupancy. If such installation is delayed due to weather, or for other similar reasons, a temporary certificate of occupancy may be issued for a period not to exceed ninety (90) days. All skirting shall meet the specifications established by the Michigan Manufactured Housing Commission Rules.

Individual manufactured housing units shall be skirted around the perimeter of the manufactured housing unit to conceal the underbody from view. Skirting shall be vented in accordance with the requirements of Rule 604 of the Manufactured Housing Commission Rules. All skirting shall be manufactured of fire-resistant material and certified as such by the manufacturer. Skirting shall be installed in a manner so as to resist damage under normal weather conditions and shall be properly maintained.

- k. *Installation:* Each manufactured housing site shall conform with the Manufactured Housing Commission requirements of Rule 602 for installation of manufactured housing units.
- l. *Screening, Buffering and Landscaping:* Manufactured housing communities shall provide the following screening, buffering and landscaping:
 - 1. If a manufactured home development abuts an existing residential or non-residential development, the development shall provide screening along the boundary line abutting the adjacent development, if not in conflict with existing utilities.
 - 2. The landscaping shall consist of evergreen trees or shrubs, which are spaced so they provide a continuous screen at maturity.
 - 3. Landscape material shall consist of evergreen trees a minimum of four (4) feet in height at installation and evergreen shrubs a minimum of three (3) feet in height at maturity.
 - 4. Alternative screening techniques (earth berms, fences, etc.) may be approved by the Planning Commission based upon a landscape plan for the site if they conceal the manufactured home development as effectively as the required landscaping described above.
 - 5. Homesite: Landscaping within the Manufactured Housing Community shall consist of not less than one (1) deciduous or evergreen tree for every two (2) homesites.

m. *Public Health and Safety:*

- 1. Fire hydrants shall be installed in all manufactured housing developments and shall comply with the requirements and provisions of the current local fire code, including the requirement that there be no more than five hundred (500) feet between hydrants as measured along adjacent roadways within the manufactured housing community. Such provision may be waived if required by the Michigan Department of Environment, Great Lakes and Energy pursuant to Rule 1105(2) of the EGLE Administrative Rules. If the central water system cannot support fire hydrants, "dry" fire hydrants shall be installed.
- 2. For the protection of public safety, an orderly street name system and numbering system that is not the same or similar to any other street name

or numbers in Ionia County shall be proposed by the manufactured housing development owner, and a plan of this system of street names and addresses shall be approved by the Ionia County Equalization Department. Manufactured housing space numbers shall be located uniformly on each space, manufactured housing unit or identification marker, throughout the manufactured housing park and street names shall be adequately marked.

3. Cooking shelters, barbecue pits, fireplaces, and wood burning stoves shall be so located, constructed, maintained and used as to minimize fire hazards and smoke nuisance both on the site and on neighborhood property. Open fires shall not be allowed except in facilities proved and all such fires must be attended. No fuel shall be used, or items burned which emit dense smoke or objectionable odors.
4. Every home shall be equipped at all times with fire extinguishing equipment in good working order, or a type, size, and number and so located within the home as to be in compliance with the applicable regulations of Rule 702a of the Manufactured Housing Commission.
5. Emergency access points shall be in compliance with Paragraph 6,b of this Section.
6. Each manufactured housing unit shall have a safe and unobstructed primary exit and an emergency exit located away from the primary exit.
7. No open fire shall be permitted at any place which may endanger life or property.
8. No fire shall be left unattended at any time.

- n. *Building Height:* No building or structure shall exceed thirty-five (35) feet in height.
- o. *Lighting:* Street lighting shall be provided and paid for by the owner of the community and shall be approved by the Manufactured Housing Commission as to the adequacy of illumination. No spot or flood lights shall be used for lighting or advertising purposes. No other lighting for identification or advertising purposes shall have a visible source of illumination. No lighting shall shine on adjacent properties. Lighting shall, if possible, be designed to point downward. All other lighting shall be in accordance with the State of Michigan, Act 96 of 1987 as amended.
- p. *Storage Areas:* All storage structures within a manufactured home development shall meet the requirements of Rules 941 and 944 of the Manufactured Housing Commission.
- q. *Open Space:* A manufactured home community that contains 50 or more home sites shall have not less than two (2) percent of the gross acreage of the total site dedicated to designated open space, but not less than 25,000 square feet.

- r. *Telephone, Television, or Other Communication Technologies:* Central television antenna systems, cable television, telephone, or other similar communication services shall have their distribution systems installed underground in compliance with local and state regulations.
- s. *Solid Waste and Resource Recovery:* The garbage and rubbish storage and disposal procedures in manufactured housing communities shall comply with Michigan Department of Environment, Great Lakes and Energy Rules R325.3351-R325.3354.
- t. *Severe Weather Warning and Storm-fallout Shelter:* A manufactured housing developer shall comply with Manufactured Housing Commission Rule 706.
- u. *Signs.* Any and all signs provided within the manufactured home community shall not exceed a height of five (5) feet measured from the average grade and shall be set back at least six (6) feet from the front property line and at least ten (10) feet from the side lot line.
 - 1. Primary entrance: One (1) sign not to exceed an area of twenty (20) square feet per sign face, shall be permitted at the primary access of the manufactured housing community, in accord with the sign section 36-63 (i) of this Ordinance.
 - 2. Identification: One (1) identification sign not to exceed an area of six (6) square feet shall be permitted for management offices and community buildings.
- v. *School Bus Stops:* School bus stops, if provided, shall be located within the manufactured housing community in an area that is acceptable to the school district.
- w. *Mailbox Clusters:* The United States Postal Service may require that manufactured home communities be served by clusters of mailboxes serving several homesites rather than individual mailboxes. If mailbox clusters are required, they shall be located at least two hundred (200) feet from any intersection of a manufactured housing community internal road and a public road.
- x. *Miscellaneous Provisions:*
 - 1. Occupancy: A manufactured housing community development shall be ready for occupancy when it has complied with rule 214k and 214n of the Manufactured Housing Commission.
 - 2. Removal of Towing Mechanisms: Towing mechanisms shall be removed from the manufactured housing dwelling at the time of dwelling installations and stored so as not to be visible from the exterior of the manufactured housing community.
 - 3. The grounds of a manufactured housing community shall be graded to

drain properly.

4. New or used manufactured homes in manufactured home developments, which are to remain on-site, may be sold by resident, development owner, licensed retailer or broker, provided the manufactured housing development management permits the sale.
5. All requirements of Act 96 of the Public Acts of 1987, as amended, shall apply.
6. The owner or operator of any manufactured housing community shall be responsible for all street construction and street maintenance within the confines of the manufactured housing community.
7. Fences on individual home sites, if provided, shall be so constructed as to provide firefighters and emergency response equipment reasonable access to manufactured housing units and site-built structures.

Section 2. Effective Date. This ordinance shall take effect seven days following its publication.

Section 3. Publication. After its adoption, this ordinance or a summary thereof, as permitted by law, shall be published by the Village Clerk in a newspaper of general circulation in the Village.

Ayes:

Nays:

Abstain:

Absent:

ORDINANCE DECLARED ADOPTED.

Dated: February 16, 2026

Karen L. Banks, Village President

Kathy Forman, Village Clerk

CERTIFICATION

I, the undersigned duly appointed Village Clerk of the Village of Lake Odessa, Ionia County, Michigan, do hereby certify that the above ordinance, or a summary thereof, was published in the Lakewood News, a newspaper of general circulation in the Village, on _____ and that such ordinance was entered into the Ordinance Book of the Village on _____.

Date: _____

Kathy Forman, Village Clerk

**VILLAGE OF LAKE ODESSA
IONIA COUNTY, MICHIGAN**

Trustee _____, supported by Trustee _____, moved the adoption of the following ordinance:

ORDINANCE NO. 2026-

**AN ORDINANCE TO AMEND SECTIONS 36-63 OF THE
CODE OF ORDINANCES TO REMOVE REFERENCES TO
REQUIRED ROOF PITCH, ROOF OVERHANGS,
AND ROOF DRAINAGE SYSTEMS**

THE VILLAGE OF LAKE ODESSA ORDAINS:

Section 1. That Sections 36-63 of the Code of Ordinances, Village of Lake Odessa, Michigan, is hereby amended to read as follows:

Sec. 36-63. General regulations.

- (a) *Zoning permit required; conformance to zoning.* In accordance with other village codes, ordinances, and regulations duly adopted by the village council, and in accordance with this chapter, no building or sign shall hereafter be erected, relocated, or altered in its exterior dimension or use, and no excavation for any building shall be begun until a zoning permit has been issued. With respect to this zoning ordinance, eligibility for a zoning permit shall be established upon conformance with the provisions contained herein. This shall apply to all new construction of buildings, fences and all major improvements to existing structures and signs. (See article V of this chapter for application procedures.)
 - (1) Zoning permits will not be necessary for normal repairs to existing structures or signs, nor for minor improvements such as unenclosed patios, painting, plumbing, new roofs, etc.
- (b) *Certificate of occupancy required.* No principal building or dwelling subject to the provisions of this chapter shall be occupied, inhabited or used until a certificate of occupancy is issued. (See article V of this chapter for application procedures.)
- (c) *Structures.*
 - (1) *Restoring unsafe buildings.* Nothing in this chapter shall prevent the strengthening or restoring to a safe condition of any part of any building or structure declared unsafe by the village building inspector or the county health department.
 - (2) *Sewage disposal facilities and utilities.* Each dwelling unit and principal structure shall be equipped with adequate water-carried sewage disposal facilities to comply with the county sanitary code in effect at the time of the erection of said dwelling or principal structure. Where public utilities exist within 500 feet. The owner or developer shall be required to hook up with such system.

- (3) *Structure to have access.* Every principal structure hereafter erected or moved shall be on a lot adjacent to a public street, or with access or an approved private street, and all structures shall be located on lots as to provide safe and convenient access for servicing, fire protection, and required off-street parking.
- (4) *Erection of more than one principal structure on a lot.* In any district, more than one structure housing a permitted or permissible principal use may be erected on a single lot, providing that yard and other requirements of this chapter shall be met for each structure as though it were on an individual lot; and providing that the percentage of lot covered by buildings may not exceed 40 percent.
- (5) *Accessory buildings.* No accessory building shall be erected in any required front yard, and no separate accessory building shall be erected within five feet of any other building or any property line.
- (6) *Exceptions to height regulations.* The heights limitations contained in regulations of this chapter do not apply to spires, belfries, cupolas, antennas, water tanks, ventilators, chimneys, or other appurtenances usually required to be placed above the roof level and not intended for human occupancy.
- (7) *Manufactured homes.* No person shall use or permit the use of any manufactured home or trailer coach as a permanent residence on any site, lot, field, or tract of land not specifically zoned as a manufactured home development, except as follows:
 - a. Manufactured homes may be placed in a licensed manufactured home dealership in commercial zoning districts.
 - b. Manufactured home structures may be used temporarily while constructing a permanent nonresidential structure for a period of one year. Two extension periods of six months each are permitted upon application to the zoning administrator.
 - c. Manufactured homes outside of manufactured home developments may be used as single-family dwellings in accordance with section 36-63(c)(8), "Dwelling standards". Manufactured home developments are provided for in section 36-93.
- (8) *Dwelling standards.*
 - a. All structures used or proposed to be used as a dwellings as defined herein, shall comply with this section, minimum floor area requirements prescribed in zoning district regulations, and other applicable standards of the State of Michigan and United States Department of Housing and Urban Development.
 - b. A dwelling shall be firmly attached to a permanent continuous foundation which complies with applicable provisions of the building code enforced by the village.
 - c. A new dwelling shall be aesthetically compatible in design and appearance with other residences in the vicinity. ~~A new dwelling shall have a roof overhang of not less than 12 inches on all sides, or alternatively, window sills or roof drainage systems concentrating roof drainage at collection points along the sides of the dwelling.~~ A new dwelling shall have not less than two exterior doors with the second door being in either the rear or side of the dwelling; and shall contain steps connected to said

exterior door areas or to porches connected to said door area where a difference in elevation requires the same.

- d. If the dwelling is a manufactured home, it shall be installed with the wheels, axles and towing mechanism removed.
- e. A new dwelling shall have a minimum horizontal dimension across any front, side or rear elevation of 24 feet at time of manufacture, placement, or construction.
- f. Floor to ceiling height shall be a minimum of seven and one-half feet.
- g. ~~A new dwelling shall have a minimum roof pitch of 6:12, meaning that the amount of slope of the roofline in terms of angle or other numerical measure shall be six units of vertical rise for 12 units of horizontal shelter.~~
- h. ~~g.~~ The aforementioned standards shall not apply to manufactured homes located in a manufactured home development licensed by the Michigan Manufactured Home Commission.

(9) *Projections into yards.*

- a. Certain architectural features, such as cornices, bay windows (or windows without foundations), gutters, chimneys, pilasters and similar features may project no further than three feet into a required front, rear, or side yard.
- b. Any porch, terrace, deck, or balcony that is enclosed shall meet the minimum setback requirement of the main building or accessory building to which it is attached.
- c. On pre-existing building and structures, the zoning administrator shall be authorized to approve encroachments into a required yard for purposes of accommodating the barrier-free access needs of the residents, tenants, and/or client and patrons of said buildings and structures. Authorization of any encroachment shall be subject to the following:
 - 1. The encroachment shall not be located in a public right-of-way.
 - 2. The encroachment shall not create a clear vision hazard.
 - 3. The clear vision requirements of Section 3.11 shall be met.
 - 4. The encroachment shall be limited to that necessary to accommodate the access requirements of the intended user(s), provided, however an encroachment shall maintain a setback of not less than two feet from a side lot line and the edge of a sidewalk and five feet from a front lot line.

(d) *Lots.*

- (1) *New lots to be buildable.* All newly created lots shall have buildable area. The net buildable area of a lot shall be a contiguous piece of land excluding land subject to flooding six months of the year, poor drainage, steep slopes, rock outcrops and land encumbered by easements preventing the use of the land.
- (2) *Compliance with minimum lot size regulations.* No new lots shall be created which do not meet the minimum lot size regulations of this chapter.
- (3) *Corner lots.* On a corner lot, each lot line which abuts a street shall be deemed to be a front lot line, and the required yard along both lot frontages shall be a required front yard. The owner shall elect, and so designate in his application for permit, which of

the remaining two required yards shall be the required side yard and which the required rear yard.

(e) *Utilities.*

- (1) The installation of all electrical work, including equipment shall in every case be done in a safe and workmanlike manner. The regulations of the current National Electric Code, which is in effect at the time of the beginning of construction of any building, shall be considered as good standard policy by the zoning administrator. Installation shall comply with the requirements of the electrical utility company servicing the area.
- (2) The installation of all interior plumbing work shall comply with the single state construction code.

(f) *Parking.*

- (1) *Off-street parking and loading.* All buildings located in the village shall provide off-street parking adequate for the use intended, as specified in this chapter. A parking space shall be ten feet by 20 feet or 200 square feet. Parking lot shall include aisle space of 25 feet in width. Certain uses shall also require off-street loading as specified in this chapter.
- (2) *Parking, storage, or use of major recreational equipment.* For purposes of these regulations, major recreational equipment is defined as including boats and boat trailers, recreational trailers, pick-up campers or coaches (designed to be mounted on automotive vehicles), self-propelled dwellings, tent trailers, and the like, and cases of boxes used for transporting recreational equipment, whether occupied by such equipment or not. No major recreational equipment shall be parked or stored in any required front yard of any lot in a residential district, except in the driveway. However, such equipment may be parked in a front yard of residential premises for not more than 24 hours during loading or unloading. No such equipment shall be used for permanent living or housekeeping purposes when parked or stored on a residential lot, or in any location not approved for such use.

- (3) *Parking and storage of unlicensed vehicles.* Automotive vehicles of any kind or type without current license plates shall not be stored within the required yards on any residentially zoned property.

(g) *Farm animals prohibited.* Because no land in the village is zoned for agricultural use, the keeping of farm animals is generally prohibited in all zoning districts.

(h) *Demolition of buildings.* No building shall be razed or demolished until a permit has been obtained from the zoning administrator who shall be authorized to require a performance bond. (See article V of this chapter for permits and bonding.)

(i) *Signs.* No sign shall be erected, relocated, or altered in its exterior dimensions or use until a zoning permit has been issued in accordance with subsection 36-63(a).

- (1) *Prohibited signs.* The following signs shall be prohibited:

- a. Signs which are obsolete, abandoned or that do not relate to existing business or products.
- b. Signs that are not maintained in accordance with the general standards required by this section.
- c. Signs that are out of compliance with applicable building and electrical codes.
- d. Signs not securely affixed to a supporting structure.
- e. Signs that are not official traffic signs that attempt to or appear to warn, direct or regulate the movement of traffic.
- f. Signs that are flashing, rotating, electronic digital type or intermittently illuminated, except for electronic message boards as permitted within the permitted accessory signs of each district.
- g. Portable signs on wheels, mounted on a vehicle or trailer or a unit on wheels or multiple legs designed primarily for advertising.
- h. Signs mounted on a roof.
- i. Any sign not specifically described and permitted.

(2) *Exempt signs.* The following signs shall be exempt from this article:

- a. Property address and owner identification up to one square foot in sign area.
- b. Any public notice, traffic control or warning sign required by valid governmental entity or law and village identification signs.
- c. Holiday lights and decorations with no commercial message.
- d. Traffic control and directional signs on private property with no commercial message.
- e. Customary insignia or lettering on a gasoline pump up to three square feet in sign area per pump.
- f. "For sale" or "for rent" signs up to six square feet in sign area in residential districts or 16 square feet in non-residential districts, provided that one sign is permitted per street frontage.
- g. Political election signs up to 12 square feet in sign area.
- h. Temporary signs in residential districts advertising garage sales or similar temporary activities, provided such signs are not illuminated, are installed on private property, do not exceed eight square feet in sign area, and are displayed no more than two hours prior to, or following the conclusion of, the temporary activity.
- i. Construction signage identifying a project erected during the period of construction, such period not to exceed one year in duration, up to 32 square feet in sign area per street frontage and up to six feet in height.
- j. Traffic signs erected and maintained by an authorized public road agency.
- k. Public signs identifying a neighborhood, district or community up to four square feet in area and up to six feet in height.
- l. Historic plaques erected or maintained by non-profit organizations, memorials, building cornerstones or building names (i.e. Page Building, etc.) and erection date stones.

(3) *Nonconforming signs.*

- a. Signs existing prior to adoption of this zoning ordinance or any affecting amendment thereto shall be permitted to remain until legal non-conforming status is lost as follows:
 1. The sign is relocated or replaced.
 2. The structure or size of the sign is altered except toward compliance with this chapter. This does not refer to change of copy or normal maintenance.
 3. The sign suffers more than fifty [(50)] percent damage or deterioration, in which case it must be removed or brought into compliance with this ordinance.

(4) *General standards.*

- a. All signs, supports, anchors or braces shall be properly maintained and shall not be allowed to rust or deteriorate through disrepair or as a result of the weather.
- b. Signs, poles, base or other support shall be constructed to withstand normal meteorological, geologic and vibration forces expected to occur in the vicinity.
- c. Signs may be internally or externally illuminated. The source of the light shall be enclosed and directed to prevent the source of light from shining directly onto traffic, residential property or skyward.
- d. Signs shall not be located within the street right of way except for official traffic control and village identification types (sign front setback is measured from the street right of way line).

(5) *Other signs.*

- a. Home occupation signs pursuant to section 36-95 (14).

Section 2. Effective Date. This ordinance shall take effect seven days following its publication.

Section 3. Publication. After its adoption, this ordinance or a summary thereof, as permitted by law, shall be published by the Village Clerk in a newspaper of general circulation in the Village.

Ayes:

Nays:

Abstain:

Absent:

ORDINANCE DECLARED ADOPTED.

Dated: February 16, 2026

Karen L. Banks, Village President

Kathy Forman, Village Clerk

CERTIFICATION

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Date: _____

Kathy Forman, Village Clerk