



PLANNING COMMISSION MEETING

December 19, 2019

Present: Mark Votava, Dave Sanocki, Betsy Vance, Brian Krafthefer, Sean Flaherty, Del Miske, Supervisor Marian Appelt

Call to Order:

Mr. Mark Votava called the meeting to order at 7:00 PM.

Approval of the Minutes:

Mr. Flaherty moved to approve the minutes of the November 21, 2019 meeting. Seconded by Mr. Sanocki, the motion carried.

Draft Grading Permit

Mr. Miske presented an updated draft of the proposed grading permit. The changes recommended by Mr. Stempski, the township engineer, and discussed at the last meeting were incorporated.

Discussion of this draft included how to determine the appropriate requirements from the application checklist, and containment of spills.

Mr. Krafthefer moved to recommend approval of the grading permit to the board, subject to the township engineer reviewing and drafting templates for applicants to determine scope of projects to the list of items to be required to be submitted with the permit. Seconded by Ms. Vance, the motion carried.

Conditional Use Permits

The commission discussed the uses that would be appropriate for a conditional use permit or an interim use permit. Mr. Votava will distribute a table of uses, for each of the board members to evaluation and recommend the appropriate permit for residential zone and commercial zone use.

It was agreed that two permits would be sufficient, one for conditional use and one for interim use to complement the home occupation permit. It was noted that we have a certificate of compliance referenced in the code, but do not have a certificate of compliance document. It was suggested that this could be incorporated into the permit approval. Mr. Krafthefer will draft a conditional use permit application.

2040 Comprehensive Plan

Mr. Votava noted the board approved the resolution to submit the final version of the comprehensive plan. Ms. Vance will complete the submission.

Additional Business:

Mr. Votava will put together the appointment dates of the planning commission members. The next meeting is January 16, 2020



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Adjourn

Having no further business, Mr. Flaherty moved to adjourn the meeting. Seconded by Mr. Sanocki, the motion carried. Mr. Votava adjourned the meeting at 9:00 PM

Respectfully Submitted,

A handwritten signature in black ink that reads "Elizabeth A. Vance". The signature is written in a cursive style and is placed on a light green rectangular background.

Elizabeth A. Vance
Secretary