

South Branch Township
Planning Commission
Public Hearing
Nov 7, 2019
Unapproved minutes

1. The regular meeting of the South Branch Township planning commission was called to order by Chair Mark Shunatona at 7:00 pm.
2. Pledge of Allegiance
3. Roll Call-Present- Crick, James, Shunatona, Sylvester
Absent-Peterson
Guests: Bonnie Shunatona, Doug Detmer, Joe Gibson
4. **Motion to approve agenda** by Sylvester, second by James, **all ayes** with no nays
5. **Motion to approve October minutes** by Crick, second by James, **all ayes** with no nays
6. Reports
 - a. Zoning administrator-Bonnie Shunatona-6 permits issued, 2 violation letters, forest dunes reconfigured and recorded size compliance documents with Crawford Record of Deeds.
 - b. Township representative-Sylvester-Routine business, difficulty of snow plow bids, goals for master plan for good governance and emergency services.
 - c. ZBA representative-James-no meeting
 - d. County Planning Commission-Mark Shunatona-no meeting, discussed township road committee-focus on gravel roads
7. Correspondence-None
8. Old Business
 - a. Request Special use permit for farm forest zoning to use accessory structure as primary use.
 - b. **Motion to pause regular meeting and open public hearing** by Sylvester, second by James, **all ayes** with no nays
 - c. Presentation of documents-Doug Detmer
 - d. Decision and Order process
 - e. **Motion to close public hearing and resume regular meeting** by Sylvester, second by James, **all ayes** with no nays
 - f. **Based on the findings of fact, the special use permit and site plan review for an accessory building as a main use structure is approved. Motion** by Sylvester, second by James, roll call vote

Crick	Yes
James	Yes
M Shunatona	Yes
Sylvester	Yes

Motion carries

- g. Fee schedule revision—addition of after the fact permit. **Motion to approve revision** by Sylvester, second by Crick
Discussion on fee amount
All ayes, with no nays
 - h. Master Plan, corrections to the draft—commissioners were provided the updated master plan from Steve Schnell of NEMCOG.
ACTION ITEM: Commissioners review for approval of the draft at the December meeting. Sylvester will provide good governance and emergency services goals to Bonnie Shunatona.
9. New Business-
- a. Newsletter insert is almost completed.
 - b. Mark Shunatona announced a new career position and his inability to serve on the commission-in person. Julie Crick will take over chair duties-temporarily.
10. Public Comment-None
11. Adjourn-Meeting adjourned at 8:00 pm

Respectfully Submitted
Anna Sylvester