

## **PLANNING COMMISSION MEETING MINUTES - JANUARY 4, 2024**

The meeting was called to order at 3:33 by chairperson Larry Shaffer.

**MEMBERS PRESENT:** Larry Shaffer, Walt Mixon, Lou Lundquist(via zoom), Phil Bontrager, Christine Lundquist

Also present via zoom - consultant Pat Coleman

**AGENDA:** The agenda was approved on a motion by Christine with support by Walt.

**MINUTES:** Minutes from the 12/27/23 meeting were approved on a motion by Phil with support by Walt.

**RESIGNATION:** Larry reported that Jeff Cuthbertson has officially resigned from the Commission and thanked him for his service to the Township. His immediate resignation was accepted on a motion by Christine with support by Walt.

**PUBLIC COMMENT:** Lori McShane, Township Clerk, noted that she is working on a draft of the bylaws for the Planning Commission. Lori also noted that the comments of Sheri Shafer at that last meeting were personal opinions and not guidance from the Township Board. She indicated the Township Board will be appointing a new member to the Commission, possibly in January.

**ZONING UPDATE - CONTINUATION OF ST RENTAL SECTION** - Christine clarified that on B2 we would not make new applications wait 6 months, but rather would hold open the positions for those with a current permit to reapply, but would accept new applications to reach up to the maximum number allowed.

Calvin McShane, Zoning Administrator, expressed concerns about managing the potential regulations under discussion.

Walt asked about those currently operating without a permit and if they would be grandfathered since the Township is not currently accepting applications.. Christine asked Lori McShane if she would request that the Township Board consider allowing applications up to the maximum previously allowed. Those who make the effort to do so could then be grandfathered when the new zoning ordinance is adopted. Paul Williams asked about existing owners with permits. It was explained that they would maintain their permit as long as they reapplied when required. Rod Lowe asked about the distance requirements and how those would work, particularly with rentals already in existence. It was noted that those in existence would be grandfathered as long as they maintained their permit and ownership was maintained.

Pat Coleman reviewed the reasons for limiting ST rentals and how the distance requirements relate to protection of property owners. Lou indicated he likes the number of feet requirements in the draft ordinance.

Larry suggested he agrees with the idea of asking the Township Board to open applications for current ST rentals that do not have a permit to give them an opportunity to be grandfathered.

Phil asked if there were issues with having rentals near the school. It was generally agreed that as long as renters followed the rules, particularly related to parking, there should not be an issue.

Christine asked about fines for those not following regulations once passed, Lori McShane suggested that the plan for fines is appropriate but leave amounts to be determined annually by the Township Board.

Pat noted that violations are noted as a civil infraction. Christine suggested that the fine should not be linked to the permit fee as noted in D.3.b. Rather the Township board should determine it annually, leaving the option for fines to be significantly larger. Phil suggested that C4 on parking should add that alleys cannot be blocked.

At 5:10 the connection with Pat Coleman and other participants on zoom was lost. It was decided to wait until the next meeting to continue discussion of zoning.

**PUBLIC COMMENT:** None at this time.

**OTHER:** Larry suggested a next meeting date of January 30 or 31 at 3:30. He will let us know which it will be and it will be posted by the Township. The discussion of ST rentals will be put on hold pending some decisions by the Township and we will start with the next section at the next meeting.

**ADJOURNMENT:** The meeting was adjourned on a motion by Christine with support by Phil.