



**Special Meeting Minutes with Troy Gilchrist  
Joint Township Board/Planning Commission Meeting  
May 15, 2019**

**ATTENDANCE**

Clerk Molly Weber  
Supervisor Jim Sipe  
Supervisor Doug Wille  
Treasurer Leo Nicolai

**Planning Commission Members**

Jeremy Irrthum  
Mike Tix  
Casondra Schaffer

5 issues were discussed.

**Issue #1: There are still concerns about the language of the clustering amendment we just approved.**

Planning Commission thought the language was too broad and they might make decisions on how they felt that day. They want more parameters around it when making decisions. How we should do this is focused more on the process orientation rather than the outcome orientation. Troy Gilchrist thinks we need some flexibility in there but base the decisions on criteria. Jim Sipe researched other Townships and found that most allowed them to move buildables around where they wanted to. Troy will try to think of a new way for the amendment for us to review.

**Issue #2: Accessory building should not normally require a conditional use permit.**

We will deal with them when they come up and add conditions then.

**Issue #3: Our Zoning Ordinance includes a minimum roadway frontage requirement for a buildable lot. Some lots, especially around Highway 52, have sufficient roadway frontage but no access because the state does not allow the creation of new access points from Highway 52. How do we handle building permits in this situation?**

We should add a definition of frontage to include what accessible frontage means. Township needs to look at the purpose and then apply it to the situation.

**Issue #4: Should we amend our Zoning Ordinance to allow only one home on a land parcel?**

If a second house goes up the Township needs to make sure it complies at the time. Jim Sipe and Troy Gilchrist think it should be split off now and have different PID#'s. Troy will take a shot at changing this for us to review.

**Issue #5: We need to understand the 60 day clock window**

Township needs to formalize this process. We should have a checklist for a COMPLETED application otherwise it is rejected and sent back. Clock does not start until it is fully accepted. Application should be submitted in timely fashion allowing time for Planning Commission and Town Board to review it. We also need to formalize the buildable determination process which should maybe be kept on file with the property as it gets sold.

Doug Wille made a motion to adjourn the meeting at 8:45pm. Jim Sipe seconded. Meeting adjourned.

Date Signed: 9/17/19

Supervisor: 

Clerk: 