

**OSHTEMO CHARTER TOWNSHIP
PLANNING COMMISSION**

MINUTES OF A MEETING HELD APRIL 13, 2017

Agenda

**PUBLIC HEARING: SPECIAL EXCEPTION USE (MEADOW RUN KNOLL, LLC)
CONSIDERATION OF AN APPLICATION FROM MEADOW RUN KNOLL, LLC FOR
A SPECIAL EXCEPTION USE AND SITE PLAN REVIEW TO CONSTRUCT A MULTI-
USE DOG FACILITY AT 900 SOUTH 8TH STREET IN ACCORDANCE WITH
SECTION 41.407 OF THE TOWNSHIP'S ZONING ORDINANCE. PARCEL NO. 3905-
22-430-033.**

**PUBLIC HEARING: SPECIAL EXCEPTION USE (ROTARY CLUB OF OSHTEMO)
CONSIDERATION OF AN APPLICATION FROM THE ROTARY CLUB OF
OSHTEMO, ON BEHALF OF DFG MAPLE HILL, LLC, FOR A SPECIAL EXCEPTION
USE TO HOLD AN OUTDOOR EVENT FROM MAY 22ND TO MAY 30TH IN THE
PARKING LOT OF 5030 WEST MAIN STREET IN ACCORDANCE WITH SECTION
30.415 OF THE TOWNSHIP'S ZONING ORDINANCE. PARCEL NO 3905-13-280-051.**

OLD BUSINESS

a. PLANNING COMMISSIONER TRAINING

A meeting of the Oshtemo Charter Township Planning Commission was held on Thursday, April 13, 2017, commencing at approximately 7:00 p.m. at the Oshtemo Charter Township Hall.

ALL MEMBERS WERE PRESENT: Wiley Boulding Sr., Chairperson
Fred Antosz, Vice Chairperson
Cheri Bell
Ollie Chambers
Dusty Farmer, Secretary
Mary Smith
Bruce VanderWeele

Also present were Julie Johnston, Planning Director, James Porter, Township Attorney, Martha Coash, Meeting Transcriptionist, and approximately eight interested persons.

Call to Order and Pledge of Allegiance

Chairperson Boulding, Sr., called the meeting to order at approximately 7:00 p.m., and the "Pledge of Allegiance" was recited.

Agenda

Chairperson Boulding, Sr. asked if there were any additions, deletions or corrections to the Agenda. Hearing none, he asked for a motion to approve the agenda.

Mr. Antosz made a motion to approve the agenda as presented. Mr. VanderWeele supported the motion. The motion passed unanimously.

Public Comment on Non-Agenda Items

The Chairperson called for public comment on non-agenda items. Hearing none, he proceeded to the next agenda item.

Approval of the Minutes of March 23, 2017

Chairperson Boulding, Sr. asked if there were any additions, deletions or corrections to the Minutes of March 23, 2017.

Ms. Johnston noted Mr. Boulding, Sr. was incorrectly listed as adjourning the meeting and it should be changed to read Vice Chair Antosz.

Hearing no further corrections, he asked for a motion to approve the minutes.

Mr. Antosz made a motion to approve the minutes of March 23, 2017 as corrected. Ms. Bell supported the motion. The motion was approved unanimously.

PUBLIC HEARING: SPECIAL EXCEPTION USE (MEADOW RUN KNOLL, LLC) CONSIDERATION OF AN APPLICATION FROM MEADOW RUN KNOLL, LLC FOR A SPECIAL EXCEPTION USE AND SITE PLAN REVIEW TO CONSTRUCT A MULTI- USE DOG FACILITY AT 900 SOUTH 8TH STREET IN ACCORDANCE WITH SECTION 41.407 OF THE TOWNSHIP'S ZONING ORDINANCE. PARCEL NO. 3905- 22-430-033.

Ms. Johnston explained the applicants, Patricia Ruppel and Kerry Mulholland, requested a special exception use and site plan approval for a new, multi-use kenneling facility, proposed to be located at 1030 South 8th Street, on the west side, approximately 600 feet south of KL Avenue, the applicant is requesting special exception use and site plan approval for a 6,900 square-foot multi-use, multi-tenant dog-oriented service facility. Per section 41.400: I-1 Industrial District, Manufacturing/Service of the Zoning Ordinance, the constituent activities planned for the site are a mixture of permitted and special exception uses, with the most intense element likely being the *weekday* kenneling of animals. Along with the day-kenneling, other proposed uses include dog training, dog grooming, and the provision of dog-oriented consumables, which is considered to be an ancillary activity, and likely to be called "The Thirsty Hound, similar to other uses permissible in this zoning district.

Located to the west of the Proposed Meadow Run Knoll facility is the private Meadow Run dog park, which received special exception use and site plan approval from the Planning Commission on May 27th, 2010. It is Township staffs' understanding that dogs owned by patrons of the former who *also* hold membership to the latter will be taken to the park for exercise if being kenneled at the new facility.

She said Staff is satisfied that all major zoning considerations pertaining to the planned uses and building location have been met. The subject property is generally surrounded by industrially zoned land and uses, with the nearest residential property being the as-yet undeveloped western extent of the Fountain Springs manufactured home community, which lies approximately 150 feet to the southeast on the opposite side of 8th Street. All other applicable zoning standards not otherwise discussed in this staff report have also been met. A photometric plan has been submitted to the Township, and proposed light levels are well within the allowed limit of 0.1 foot-candles at the property lines.

Ms. Johnston explained that as designed, the proposed facility will connect to 8th Street via a driveway near the northern property line. It should be noted that as currently planned, the driveway location does not meet the spacing standards from the next curb cut to the north on an adjacent property, as outlined in section *67.000: Access Management Guidelines* of the Zoning Ordinance. Per section 67.500, the centerline of this new driveway shall be located at least 350 feet from the centerline of the existing access point to the north, or as far south as possible. The project site plan indicates a distance only approximately 140 feet. Raising this concern with the applicant, Township staff was informed by the design engineer that there are some concerns with regards to limited visibility caused by a grade change associated with the bridge over the railroad crossing to the south, and that moving the driveway to the north was identified by them as a safer option. During the Meadow Run dog park site plan review from 2010, a similar concern was raised by the Chair of the Planning Commission. Currently, the Road Commission of Kalamazoo County is evaluating the proposed driveway location and design and Oshtemo planning staff recommend that the Township defer to that agency's final determination. If provided with sufficient evidence, the Township does have the authority, per section 67.700 of the ordinance, to grant a departure from the typical access management standards. If the Road Commission says no, the applicant will have to move the curb cut.

She indicated that once on the site, patrons will have the option to either park, or to pull into what is presumed by staff to be a circular drop-off area. The proposed number of parking spaces is in accordance with the requirements of section *68.000: Off-street Parking of Motor Vehicles* of the Zoning Ordinance, and all space and circulation aisle dimensions are also in compliance.

Ms. Johnston said, in general, the proposed landscaping plan is in compliance with the standards dictated by the Zoning Ordinance: All necessary plantings are indicated on the site plan and all perimeter landscape buffer areas are of sufficient dimensions. As shown on the site plan, the applicant intends to maintain the existing

vegetation along the south property line, using the extant trees there to satisfy the *Type A* buffer planting requirements. While staff is generally comfortable with this approach, tree protection efforts may not be feasible, given the amount of grading proposed for that particular portion of the property. Either a more detailed tree preservation plan is needed, verifying that compliance will be maintained, or the applicant will need to add the required plantings prior to project completion, per section 75.000: *Landscaping* of the Zoning Ordinance.

She noted any initial concerns identified by the Township Engineer with regards to storm water management for the site have been sufficiently corrected. The Township is in the process of extending the public sanitary sewer network down this portion of 8th Street, and staff are coordinating with the applicant in an attempt to have the sewer extension completed by the time the property requires service, ideally avoiding the incurrence of any redundant costs on behalf of the applicant associated with installation of the septic system with sewer soon following. If the project is completed *prior* to sewer completion, thereby requiring a septic system, then the applicant will be compelled to connect to the public sewer system no later than 15 years after the extension is completed, per Township rules.

Ms. Johnston said given the uncertainty of the driveway design and the Road Commission's pending decision on placement, there is a distinct possibility that the site's circulation layout will need to significantly change. As a result, the Township Fire Marshal has yet to complete his review, but will do so once the driveway's final location has been determined.

Ms. Johnston walked through the four criteria that must be considered when deliberating a Special Exception Use request:

A. Is the proposed use compatible with the other uses expressly permitted within the I-1 Industrial District, Manufacturing/Service zoning district?

Proposed to be located adjacent to a pre-existing, similar use and otherwise surrounded by more typical light-industrial/service operations, staff feels that this project is compatible with its surroundings.

B. Will the proposed use be detrimental or injurious to the use or development of adjacent properties or to the general public?

The proposed use is of relatively low impact and intensity, and will therefore not be detrimental to adjacent properties. It is also complementary to the dog park to the west.

C. Will the proposed use promote the public health, safety, and welfare of the community?

With extra scrutiny being directed at the location of the driveway, staff and the applicant are taking pains to ensure that the public health, safety, and welfare of the community will not be compromised. Lingered question of access management aside, staff feels that the proposed use will not be detrimental to the community. There will be no problem with the resolution of the curb cut issue.

D. Will the proposed use encourage the use of the land in accordance with its character and adaptability?

Given the relatively low intensity of the proposed uses when compared to other activities permissible in the I-1 zoning district, staff is confident that this venture is in accordance with the subject property's character and adaptability.

Ms. Johnston explained that although some outstanding issues do need to be resolved before the site plan can be considered truly complete, staff is generally comfortable with the project as submitted and recommends approval of the special exception use request and site plan. She said if the Planning Commission was inclined to grant the requested approvals, staff suggested the following conditions be attached:

1. The final location of the driveway shall be subject to Road Commission approval, to which the Township will defer. If required, a revised site plan shall be submitted to the Township showing the new driveway location prior to the issuance of a building permit.
2. Once approved by the Road Commission, the project site plan shall be reviewed by the Township Fire Marshal for satisfactory emergency vehicle access and circulation accommodations. If found to be sufficient, then the plan may be administratively approved.
3. If the pending extension of the public sanitary sewer network down 8th Street is completed in time, then the property shall forgo the installation of a septic system in lieu of connecting to the new sewer. If the project is completed *prior* to the sewer extension, then the installation of a septic system to service the site shall be acceptable for the time being, but connection to the sewer shall be required no later than 15 years after network extension.
4. Either a detailed tree protection plan pertaining to the south buffer area shall be submitted to the Township, subject to administrative review and approval, or, if preservation proves to be impractical, then the new plantings necessary to satisfy the Type A buffer shall be indicated on a revised site plan and installed prior to the issuance of a permanent certificate of occupancy for the new structure.

Chairperson Boulding, Sr. thanked Ms. Johnston for the review and asked if there were any questions from Commissioners.

He asked Ms. Johnston if the Township Engineer had any concerns regarding the curb cut issue.

Ms. Johnston said it is sometimes difficult to meet the required 300 feet between curb cuts; if the Road Commission approves the plan, the Township Engineer has no objection.

Mr. Antosz referred to a concern raised in 2010 for the original request for approval of the dog park regarding the 300 feet between curb cuts.

Ms. Johnston said Mr. Clark could provide the documentation for that discussion, and its relation to the Access Management Plan. Ultimately though, the Road Commission has final say over County Roads She noted the Access Management Plan guidelines mirror those of the Road Commission and that when there is concurrent jurisdiction, the Township must yield to County and State regulations.

Responding to a further question, Ms. Johnston said she recommended administrative approval of driveway landscaping if it is necessary to move the curb cut.

Chairperson Boulding, Sr. wondered how far the curb cut might need to be moved.

Ms. Johnston said it would need to move south because of the existing curb cut and though the Access Management Plan says 300 feet, that would start to encroach on the train tracks overpass. It would be the responsibility of the Road Commission to decide the location.

Ms. Bell clarified that if the Road Commission says the curb cut must be moved, if all other conditions are met, administrative staff would approve the change in the site plan and that the Road Commission has the last word on the driveway location.

Ms. Johnson said this would provide one less step for the applicant if agreed to by the Board and confirmed the Road Commission has the final say on driveway location.

Chairperson Boulding, Sr. determined there were no further questions from Board members and asked if the applicant cared to speak.

Ms. Patricia Ruppel, representing Meadow Run Knoll, LLC and Ms. Kerry Mulholland, owner of Camp Fido, spoke to the Board.

Ms. Ruppel said that during the 2010 discussion with the Board regarding the driveway/curb cut, it was agreed it would be moved as far from the existing curb cut as possible in the future, noting it would be reviewed at that time. She also said they have received support from neighbors and clients of the business and would like to move forward.

In answer to questions from Ms. Bell, Ms. Mulholland indicated the expectation for dog capacity at the kennel is 60 per day, the same as the current amount. An additional six to twelve dogs may be on site for training, and no overnight accommodations will be provided.

Ms. Ruppel said they have received support for their proposal from Mr. Jeff Bertolissi, who owns the nearby apartment complex, and also from the neighbor who owns a pole barn next to the property.

Ms. Johnston said the usual notification was sent to neighbors within 300 feet of the property in question and that no feedback, positive or negative, was received.

With there being no further Board comments, Chairperson Boulding, Sr. asked if there were any members of the public who wished to speak. Hearing none, he moved to Board Deliberations.

As there were no further comments from Commissioners, Chairperson Boulding, Sr. entertained a motion.

Ms. Farmer made a motion to approve the special exception use and site plan for from Meadow Run Knoll, LLC, to construct a multi-use facility at 900- South 8th Street, based on Staff rationale and compliance with the four conditions suggested by Staff. Further, if the curb cut needs to be moved and all other conditions are met, the Board delegates administrative approval for that item. Mr. Antosz supported the motion. The motion was approved unanimously.

PUBLIC HEARING: SPECIAL EXCEPTION USE (ROTARY CLUB OF OSHTEMO) CONSIDERATION OF AN APPLICATION FROM THE ROTARY CLUB OF OSHTEMO, ON BEHALF OF DFG MAPLE HILL, LLC, FOR A SPECIAL EXCEPTION USE TO HOLD AN OUTDOOR EVENT FROM MAY 22ND TO MAY 30TH IN THE PARKING LOT OF 5030 WEST MAIN STREET IN ACCORDANCE WITH SECTION 30.415 OF THE TOWNSHIP'S ZONING ORDINANCE. PARCEL NO 3905-13-280-051.

Chairperson Boulding, Sr. moved to the next item on the agenda and asked Ms. Johnston to review the request.

Ms. Johnston said the applicant, Lawrence Hawthorne, representing the Rotary Club of Oshtemo, was requesting a special exception use and general site layout approval for a new outdoor carnival event called Oshtemo Rotary Family Festival. The community festival fundraiser will be a midway and rides, concessions and games that will last from May 25th through May 29th, with set up from May 22nd through the 24th and take down on May 30th for a total of nine days.

She said the location of the festival will be in a parking lot adjacent to Drake Road, just east of 5030 West Main Street (Value City Furniture) in the Maple Hill Mall. The Rotary Club received permission from the property owner to hold the Family Festival at this location. The property is zoned C: Local Business District, which requires Planning Commission approval for outdoor events lasting longer than one day in duration.

She explained Section 30.415 of the C: Local Business District allows temporary outdoor events, stating:

Temporary outdoor events meeting all the conditions and limitations of Section 30.221 except 30.221(a).

Section 30.221 requires the following:

- a. *Use is incidental to principal use of the property and all events shall not last more than one day.*
- b. *A site plan shall be submitted for administrative review indicating the following:*
 1. *Traffic lanes and on-site parking.*
 2. *Fire lanes and emergency vehicle turning areas.*
 3. *Restrooms provided (in building or portable facilities).*
 4. *Placement of vehicles, trailers, and all other equipment is away from adjoining residentially used properties and complies with all applicable setbacks.*
 5. *All activity takes place on subject property.*
- c. *The Fire Chief, or his designee, has approved the placement of vehicles, trailers, and all other equipment associated with the event.*
- d. *All signs directed off-site must receive a temporary sign permit and comply with all applicable sign ordinances.*
- e. *Property owner must approve and acknowledge the use of the property for the event.*

She noted the applicant has provided a general layout plan which shows the locations of the rides, games, and concessions. Restrooms and dumpsters will be provided to the north and west of the midway. The midway lanes will be a minimum of 25 feet in width per Skerbeck Entertainment Group to allow for set-up and tear down as well as emergency vehicles to internally access the site. The Fire Marshal was satisfied with lane width and indicated that vehicle drives lanes surround the parking lot allowing for emergency access. All other ordinance requirements have been met.

Ms. Johnston said *Section 60.100* of the Zoning Ordinance provides additional review criteria for consideration when reviewing a Special Exception Use request. The four criteria are:

- A. Is the proposed use compatible with the other uses expressly permitted within the C: Local Business District zoning classification?**

The C: Local Business District is the most intense commercial district within the Township, allowing for a wide variety of commercial service and retail activity. Due to the short duration of the temporary use, it should not adversely affect other uses expressly permitted within the District.

B. Will the proposed use be detrimental or injurious to the use or development of adjacent properties or to the general public?

The proposed rides, concessions and games will be located within a parking lot that is rarely used by adjacent retail uses. Emergency vehicle access surrounds the site and access lanes have been provided internal to the midway, ensuring public safety. Staff does not believe the temporary event will negatively impact adjacent properties or the general public.

C. Will the proposed use promote the public health, safety, and welfare of the community?

Outside of good planning for traffic and access, staff has no other concerns related to public health, safety and welfare. The Township Fire Marshal did recommend that the approval be conditioned with the requirement that electrical, mechanical and plumbing permits, as applicable, be required for the vendor and that the carnival rides be inspected by the necessary trades and the Fire Department.

D. Will the proposed use encourage the use of the land in accordance with its character and adaptability?

Located on a property that is already used for retail uses, staff feels that the proposed outdoor carnival event is in accordance with the land's character and adaptability. All activities will take place on existing parking lots that are underused by adjacent retail.

Ms. Johnston said Planning Department staff is satisfied that the project meets all Special Exception Use requirements and recommended the Planning Commission grant approval for the Oshtemo Rotary Family Festival outdoor temporary event, subject to the following conditions:

1. The final layout of the site and carnival rides will be inspected and approved by the Fire Marshal prior to the commencement of the event.
2. Applications shall be required for all appropriate trade permits and inspections will be required from the Southwest Michigan Building Authority, as applicable, prior to the commencement of the event.

She added that Staff suggested subsequent Oshtemo Rotary Family Festivals held by the applicant at this address be administratively approved, provided the proposed

layout for any future event does not deviate significantly from the request being presented at this time. This is consistent with how other outdoor events have been handled. If there are issues this first year of significant changes to the event, the request would have to come back to the Commission, but if it is the same and successful, administrative approval in the future would eliminate one step for the applicant.

Chairperson Boulding, Sr. asked if there were questions from the Board for Ms. Johnston.

Ms. Farmer and Ms. Smith expressed concern regarding the layout of the carnival, visibility of carnival rides that may be distracting and the potential for traffic problems with people trying to figure out where to park.

Ms. Johnston said there will be parking at two locations, and that Rotary will have signage for parking; visibility of rides will help bring people in to the fundraising event.

Ms. Bell was concerned there might not be enough portable toilets.

Ms. Johnston said there is nothing in the Ordinance related to a minimum number for temporary events.

Ms. Bell also wondered if there is reason to believe there may be future requests for carnivals if the first fundraiser is a success and whether there is a history for this type of event.

Ms. Johnston replied that if it is a success, Oshtemo Rotary will be interested in doing it again and that she wants to give them the option for administrative review; there is no history of this type of larger carnival in the Township.

Mr. Chambers asked about liability concerns for the Township.

Ms. Johnston said the Township would have no liability and that generous liability insurance would be provided by both the property owner and the vendor.

Attorney Porter agreed there will be no liability for the Township since the event will be held on private property and confirmed the amounts of the two insurance policies are adequate.

Hearing no further questions for Ms. Johnston, the Chair asked if the applicant wished to speak.

Mr. Lawrence Hawthorne, President-Elect of the Oshtemo Rotary Club, located at the Oshtemo Community Center, thanked Ms. Johnston for her guidance through the application process. He indicated the carnival providers have approached Rotary for several years wanting to provide an event. The owners of Value City are excited to host the event on their property. He said the vendor, Skerbeck, will provide the least possible

obtrusive event traffic-wise, indicated water will be available and that Rotary will provide a \$2-3 million insurance policy and Skerbeck will provide a \$2 million policy, way beyond the norm for that type of event. Oshtemo Rotary hopes the proceeds from the carnival, named "Oshtemo Rotary Family Festival," will allow Rotary to do more than they already do for Oshtemo Township.

In response to Board Member questions, Mr. Hawthorne indicated the carnival will begin set up on May 22nd, hold the carnival from May 26 – May 29, and tear down and be gone by May 30. Open hours will run from 4:00 p.m. through no later than 11:00 p.m. on May 26, noon to no later than 11:00 p.m. on May 27 and 28, and noon to no later than 8:00 on Memorial Day, May 29. He also said the carnival provider assured Rotary that the number of portable toilets to be provided are more than adequate for the event size.

In response to questions from Ms. Bell, Mr. Hawthorne said Skerbeck has been in the carnival business since the mid-1800s. They are the vendor used for Allegan County Fair and Texas State Fair among others. There will be about 14 rides, 8 games and 3 concessions. Advertising will be done with tenants of the site, and flyers will be distributed at schools, offering a discount for tickets purchased online.

He also said they do not know how many people will attend but Skerbeck estimates less than 16,000. He noted "Oshtemo fun Days" hosted 6,000 people in 6 hours. They want this event to be the kick-off event in the Kalamazoo area and want to use it to show off Oshtemo Township.

Mr. Hawthorne said the contract with Skerbeck requires Skerbeck to provide traffic control and adequate safety and security. They have to abide by State provided regulations. He noted they have had much support for the event from Maple Hill and that Hobby Lobby would be closed much of the time the carnival is in operation.

Ms. Bell also asked about the proceeds Rotary will receive. Mr. Hawthorne said they will receive a flat 20% of the gate and \$1000 from concessions and that this is consistent with carnivals throughout the country. He said Skerbeck wouldn't take a risk to do these types of events if they weren't financially successful. There will be no entrance fee; ticket booths will sell wristbands for rides. There will be no cost to walk around the event.

Ms. Farmer wondered about outside vendors and food concessions.

Mr. Hawthorne explained that by agreement no other food concessions may be present to compete with the carnival; Rotary wishes no outside vendors.

In answer to a question from Ms. Smith, Mr. Hawthorne explained carnival personnel will be housed in trailers in the staging area, will be onsite 24 hours each day, and are self-sufficient. The Fire Marshal has agreed they can hook up to the close by fire hydrant for water. Although the low level parking lot lights will be on as usual, there

will be no additional lighting at night after the carnival closes and the carnival will provide night-time security.

Attorney Porter responded to a question from Ms. Bell saying it is one of the conditions of the agreement with Skerbeck that they will need to go to the Building Authority to determine that they have adequate electricity.

Ms. Bell confirmed there will be no alcohol sales.

Hearing no further questions from Commissioners, Chairperson Boulding, Sr. determined there were no comments from the public and moved to Board Deliberations.

Ms. Farmer thanked the Oshtemo Rotary group for all of their positive contributions to the Township. She specifically cited their help with the Township Park and noted they are very good at running family-friendly, well-organized and safe events. Their funding contributions have grown tremendously over the years. She indicated she would be supportive of administrative review in future years if the initial event is successful, there are no big complaints or problems, and Rotary decides to continue.

Ms. Bell said she would like to see the Board involved in a second year event since the Township does not have a history with anything like this. She felt Commissioners should have a chance to review for a second time, and then approve the event for administrative review after that.

Ms. Farmer felt that was a reasonable approach and said she would be supportive.

Chairperson Boulding, Sr. noted the area has held numerous Christmas tree sales at high traffic volume holiday times over the years and that he was not aware of any traffic problems. He didn't believe traffic will be a great concern. He said he was happy to support this event and that it serves a great purpose.

Hearing no further Board discussion, the Chair called for a motion.

Ms. Smith made a motion to approve the special exception use and general site layout from Rotary Club of Oshtemo for a new carnival event called "Oshtemo Rotary Family Festival" as presented, based on Staff rationale contingent on compliance with the two conditions suggested by Staff. Mr. Chambers supported the motion. The motion was approved unanimously.

OLD BUSINESS

a. PLANNING COMMISSIONER TRAINING

Chairperson Boulding, Sr. moved to the next item on the agenda, and asked Ms. Johnston for her presentation.

Ms. Johnston provided training for Commissioners, noting there are several new or fairly new members.

She covered several topics:

1. Your role as Planning Commissioners
2. Tips for an effective Public Hearing
3. Meeting Rules
4. Site Visits
5. General Information.

She also distributed copies of the current Bylaws, a Michigan Association of Planning Tool Kit Book and 2016 Year End Report.

OTHER BUSINESS

As there was no other business to discuss, Chairperson Boulding, Sr. moved to Planning Commissioner Comments.

PLANNING COMMISSIONER COMMENTS

The Chairperson asked if Commissioners had comments to share. Hearing none, he asked for a motion to adjourn.

ADJOURNMENT

Ms. Farmer made a motion to adjourn the meeting. Mr. Antosz supported the motion. The motion passed unanimously.

The Planning Commission meeting was adjourned at approximately 8:40 p.m.

Minutes prepared:
April 15, 2017

Minutes approved:
April 27, 2017