

**Three Oaks Township Planning Commission**  
**Regular Meeting Minutes**  
**Tuesday, January 22, 2019**

The regular meeting of the Three Oaks Township Planning Commission was called to order at 7:00 pm by Chairperson Snyder. Roll Call was taken with Snyder, Jackson, Seifert, Dunlap, Mitchell, Fatter and Kramer present. There were no absences.

There was no Public Comment.

Judy Dunlap was introduced as the newest member to the planning commission.

Chairperson Snyder presented the minutes of the Tuesday, November 27, 2018 regular meeting. A motion by Mitchell, supported by Kramer, to approve the minutes. The motion was approved 7-0.

**Old Business:**

- Amendment to the Zoning Ordinance to add a Contractor Storage Yard to Agriculture-Rural District as a special land use.
  - The township approved the zoning update.
- Status of bylaws
  - The bylaws have been reviewed by the Attorney.
  - The attorney has made changes and these changes were forwarded to the planning commission members.
  - Members have not had the opportunity to review – will be put on the February agenda for review and possible adoption.
  - Chairperson Snyder will ask attorney for final draft of by-laws without markup of changes.

**New Business:**

- Election of Officers
  - There was a discussion of officers and officers' duties.
    - Current chairperson Snyder and current Secretary Jackson expressed their desire to step down from officer duties but frustrated with nobody else wanting to step up and assume the additional duties.
    - As the township board member, Mitchel was asked to follow-up with the Township Board on the possibility of expanding the planning commission to nine members.
      - This would allow a larger bench of potential officers.
  - A motion was made by Seifert, supported by Fatter to elect Kathy Snyder as chairperson. The vote was 6-1, with Snyder voting no. Motion was carried.
  - A motion was made by Fatter, supported by Kramer to elect Judy Dunlop as vice-chairperson. The vote was 7-0. Motion was carried.
  - A motion was made by Mitchell, supported by Kramer to elect Don Jackson as secretary. The vote was 6-1, with Jackson voting no. Motion was carried.
- Special Land use permit – Witt Road
  - Chairperson Snyder presented an application for special land use permit from Daniel Versaw and Versaw Earthworks, LLC. for a Contractor's yard to be located at 18441 South Schwark Road.
  - A motion was made by Kramer and supported by Mitchell to set a public hearing for February 26, 2019 at 7:00 pm. The motion was approved 7-0.
    - Inspector Ed Carpenter said he will inform the township clerk that the public hearing was approved and the notices should be sent out and published.

Having no other business to come before the Planning Commission, a motion for adjournment was made by Fatter, supported by Kramer. The motion was approved 7-0. Chairman Snyder adjourned the meeting at 7:34 pm. The next meeting is scheduled for, Tuesday February 26, 2019.

Respectfully submitted,

Don Jackson, Secretary

