

**Flowerfield Township
St. Joseph County
Planning Commission Meeting Minutes**

August 15, 2019

Call to Order

Meeting was called to order at 6:31 P.M. PC Members Present: Greg Hamelink, Joe Woodin, Marty Eldred, Neil Farrell, Richard Rice, Ron Shaver, and Nick Shimp. Flowerfield Township Zoning Administrator Doug Kuhlman was in attendance.

Board Member Additions to Agenda

None

Approval of Agenda

Joe Woodin made a motion to approve the August 15, 2019 meeting agenda as written, Marty seconded the motion, motion carried.

Board Member Comments

None

Approval of Minutes

Joe Woodin made a motion to approve the May 16, 2019 meeting minutes as written, Neil Farrell seconded the motion, motion carried.

Public Comments & Requests for Applications and/or Special Exceptions

Joe Woodin made a motion to close the P.C. meeting and open a public hearing at 6:35 P.M., Neil seconded the motion and the motion carried unanimously.

The public hearing was called to review the Special Exception Use Request under Section 4.03 Accessory Dwellings by the Herrmann family under File # FAZA1907003. Doug Kuhlman provided the PC with documentation for review and discussed the application. The PC listened to comments by the applicants, reviewed the site plan and discussed Section 4.03 of the Flowerfield Township Zoning Ordinance. The public was given time to comment. Joe Woodin made a motion to close the public hearing, Marty Eldred seconded the motion and the motion carried unanimously. The public hearing ended at 6:58 P.M.

The Finding of Fact for the Special Exception was reviewed by the PC. Joe Woodin made a motion to allow for a "Special Exception Use Permit for an Accessory Dwelling per the Herrmann's request on 8/15/2019, Zoning Administrator File #FFZA1907003", Ron Shaver seconded this motion. A roll call vote was taken with 7 in favor and none opposed.

No further requests or applications for special exceptions were brought before the PC.

Correspondence

Joe Woodin provided the PC with a document from the Michigan State University Extension titled "To Plan or Not to Plan? Minimum Contents of a Master Plan".

Old Business

Master Plan Updates Review

The group discussed various options for proceeding with the master plan update. Hiring a consultant is being considered, but Ron has concerns on whether or not this is a necessary step and if the board will approve funding for a consultant.

Ron agreed to look into the master plan over the next month to evaluate the extent of work it will take to find up to date statistics, charts, and data to update the master plan.

New Business

None

Adjournment:

Joe Woodin made a motion to adjourn, Neil Farrell seconded the motion and the meeting ended at 8:37 P.M.

**Next Meeting
September 19, 2019**