

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

**January 16, 2020**

**Call to Order**

Meeting was called to order at 6:33 P.M. PC members present: Greg Hamelink, Joe Woodin, Neil Farrell, Marty Eldred, Richard Rice, and Ron Shaver. Nick Shimp was absent.

**Board Member Additions to Agenda**

Greg asked to add 2019 Planning Commission Annual Report to new business for discussion.

**Approval of Agenda**

Joe Woodin made a motion to approve the agenda, Neil Farrell seconded the motion, and the motion carried.

**Board Member Comments**

Greg discussed the need to review PC appointments to make sure everyone had been appointed in the previous three years by the township board. He asked Myron Fuller to discuss this with the township board and rectify as necessary at future board meetings. Joe Woodin provided information on an upcoming educational workshop hosted by SMPC. Ron Shaver asked the PC to consider submitting an annual budget request to the township board for approval to include: printing costs, legal fees, master plan update, etc.

**Approval of Minutes**

Marty Eldred made a motion to approve the October 17, 2019 meeting minutes, Richard Rice seconded the motion and the motion carried.

**Public Comments & Requests for Applications and/or Special Exceptions**

None

**Correspondence**

Greg provided the PC with a 2019 zoning permit report and kennel ordinance draft that he received from Doug Kuhlman.

**Old Business**

Master Plan Updates and Review: Greg provided the PC with info received from SMPC, Lee Adams regarding 2020 Census info. After discussing options for revision to Section 3 of the Master Plan, Joe Woodin made a motion to work with SMPC to revise Section 3 and reformat the Master Plan as necessary. Marty seconded the motion and the motion carried.

**New Business**

Greg provide the PC with a document titled Annual Report 2019. This report described what occurred during planning commission meetings in 2019. The report was generated to comply with planning commission bylaws. Greg will present this report to the township board at the February 11, 2020 township board meeting.

**Adjournment:**

Neil Farrell made a motion to adjourn, Joe Woodin seconded the motion, and the meeting adjourned at 7:42 P.M.

**Next Meeting February 20, 2020**