

**Pennfield Charter Township
Planning Commission Meeting
Minutes of December 2, 2013**

The meeting was called to order at 6:33 pm at the Pennfield Middle School cafeteria. Members present were Jon Bartlett, Brad Messenger, Curtis Whitaker, Jack Pooler, Paul Anderson, and Tammi Damerow. Elaine Walter was absent. A quorum was met.

Others present: Supervisor Rob Behnke and Recording Secretary Sandra Cummings.

All attendees recited the Pledge of Allegiance.

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MEETING MINUTES

A motion was made by Brad Messenger, seconded by Paul Anderson, to approve the Planning Commission Meeting Minutes of September 9, 2013. The motion carried.

DISCUSSION ON PROPOSED ZONING ORDINANCE AMENDMENT

The Board members discussed correspondence dated November 7, 2013 from Township attorney John Macfarlane regarding amending the Township Zoning Ordinance to conform with the requirements of 33 PA 208 dealing with Planning Commissions. The items covered included: who may be eligible to be a member, who may have voting rights on the Commission, who may appoint a member and the addition of the term "Vice Chairman" to the list of officers.

OLD BUSINESS

There was no old business to address.

NEW BUSINESS

a) Setting of Planning Commission Meeting Dates for 2014

The dates were set as follows for Planning Commission Meetings in 2014:

| | | |
|------------------|----------------|-------------------|
| January 6, 2014 | May 5, 2014 | September 8, 2014 |
| February 3, 2014 | June 9, 2014 | October 6, 2014 |
| March 3, 2014 | July 14, 2014 | November 3, 2014 |
| April 14, 2014 | August 4, 2014 | December 1, 2014 |

A motion was made by Brad Messenger, seconded by Paul Anderson, to accept the proposed dates set for 2014 Planning Commission Meetings. Motion carried. Voice vote follows:

| | | | |
|-----------------|--------|----------------|-----|
| Paul Anderson | yes | Jon Bartlett | yes |
| Curtis Whitaker | yes | Brad Messenger | yes |
| Tammi Damerow | yes | Jack Pooler | yes |
| Elaine Walter | absent | | |

b) Setting of Public Hearing on proposed Zoning Ordinance Amendment / Chapter 17A / Planning Commission

A motion was made by Brad Messenger, seconded by Paul Anderson, to set a Public Hearing for January 6, 2014 to hear comments regarding the proposed amendments pertaining to Planning Commissions. Motion carried. Voice vote follows:

| | | | |
|-----------------|--------|----------------|-----|
| Paul Anderson | yes | Jon Bartlett | yes |
| Curtis Whitaker | yes | Brad Messenger | yes |
| Tammi Damerow | yes | Jack Pooler | yes |
| Elaine Walter | absent | | |

c) Application for Special Land Use Permit

Supervisor Behnke announced that a Special Land Use Permit application has been received from Westside Auto (applicants Ed Worthington and Greg Talbott) to operate a used car lot at the old Classic Cleaners site at 1590 Capital Avenue NE. The application will be considered during a Public Hearing to be held at the January 6, 2014 Planning Commission meeting.

DISCUSSION ON GOALS FOR 2014

The board members would like to review the goals that were set for 2013, and discuss continuing goals at the January 2014 meeting. Jon Bartlett would like to proceed with the Recreation Grant goal that was discussed in 2013. The board discussed continuing education for both Planning Commission members and Zoning Board of Appeals members.

The board member discussed the proposed Rental Ordinances. A Public Hearing will be held after the January Board meeting and prior to the March Board meeting, with any changes to be effective prior to the beginning of the new fiscal year starting April 1, 2014.

PUBLIC COMMENTS

No public comments.

COMMISSION MEMBERS COMMENTS

The board members commented on abandoned properties, the progress on several businesses to rehab their buildings, and continuing to have recycling bins in 2014. The Planning Commission will elect new officers at their January 6, 2014 meeting. The board members wish everyone a Merry Christmas and safe holidays.

ANNOUNCEMENTS BY THE CHAIR

The next scheduled meeting will be January 6, 2014, at 6:30 pm, in the Pennfield Middle School Cafeteria.

ADJOURNMENT

Brad Messenger made a motion, seconded by Curtis Whitaker to adjourn at 7:16 pm. Motion carried.

Sandra Cummings
Recording Secretary