

**BROOKS TOWNSHIP PLANNING COMMISSION  
REGULAR MEETING  
March 23, 2015  
APPROVED MINUTES**

**MEMBERS PRESENT:** Mike Bouwer, Phil Knape, Greg Myers, Mark Pitzer, Cheryl Rosen, Les Salacina, Ryan Schultz

**MEMBERS ABSENT:** None

**STAFF PRESENT:** Zoning Official Joe Selzer

Chairman Pitzer called the regular meeting to order at 7:00 p.m. This meeting was properly posted and a quorum of the Brooks Township Planning Commission was present.

**APPROVAL OF AGENDA:**

**Moved** by Knape, **Seconded** by Bouwer to accept the agenda as written.  
**Approved Unanimously**

**APPROVAL OF MINUTES:**

**Moved** by Salacina, **Seconded** by Bouwer to accept the minutes of the January 26, 2015 Meeting as written.  
**Approved Unanimously**

**PUBLIC COMMENT:** None

**CORRESPONDENCE:** None

**UNFINISHED BUSINESS:**

1. Proposed Language Changes

**a. 9.06 LO District – Pergolas and Gazebos:** Decks with free standing pergolas will be allowed in the 25' greenbelt or within the 50' setback of the Lake District (LD) and River Tributary District (RTD). They must meet Development Standards in 9.06 Standard D 2 Requirements. Gazebos will not be allowed as there is more potential for problems along the LD and RTD. (See attached)

**Moved** by Knape, **Seconded** by Myers to approve language as amended.  
**Approved Unanimously**

Bouwer will bring this to the Township Board tomorrow night. (3-24-15)

**b. Sec. 16.03J. C-1 – General Sign Provisions:** New language to this ordinance states: *In the Commercial (C-1) District, any commercial or exempt sign must pertain solely to the use of the property on which it is located.*

This ordinance change was initiated by a citizen complaint. This will make it more consistent with the ordinances from Garfield and Newaygo City. There was discussion.

**Moved** by Myers, **Seconded** by Bouwer to approve the new language to Sec. 16.03J. C-1.  
Approved Unanimously

**c. River and Tributary and Lake District:** Selzer said part of this has to do with setbacks in the various districts. In the R/T District (Sec. 10.01) the following sentence was added under Description and Purpose: *River setbacks apply to the Muskegon River and Tributary setbacks apply to all other designated watercourses.*

LSL said there were multiple changes that need to be made in the other ordinances making River/Tributary Overlay District to River/Tributary District (R/T D) and Lake Overlay District to (LD). The zoning map legend is the only thing on the map that has to be changed to state R/T and LD. There was discussion as to how this change came about.

**Moved** by Rosen, **Seconded** by Bouwer to approve Section 10.01 as written.  
Approved Unanimously

**d. Sec. 22.02B delete reference to County Zoning Commission:** The County Zoning Commission has been dissolved so reference to it needs to be taken out of our ordinances.

**Moved** by Salacina, **Seconded** by Knape to remove reference to the County Zoning Commission from our ordinances.  
Approved Unanimously

Pitzer said ordinance language changes will go to a public hearing next month.

## **NEW BUSINESS:**

**1. Election of Officers:** Pitzer said by-laws state we need an election of officers for next year. **Moved** by Bouwer, **Seconded** by Rosen to accept the slate of officers by acclamation.  
Approved Unanimously

**2. Ordinance Language:** Selzer said this is regarding 11 items to change River/Tributary Overlay (RTO) to River/Tributary District (RTD) and Lake Overlay District to Lake District (LD). This is just removing the word ‘overlay’.

**Moved** by Bouwer, **Seconded** by Knape  
Approved Unanimously

**STAFF UPDATE:** (see attached) The ZO said FEMA has updated the Community Rating System and for us to continue participating in it, the Township Board had to pass an ordinance. FEMA has updated their map and the Township had to pass a resolution indicating that we adopted that and reference sections of the FEMA language. This is so our constituents don't lose their discounted insurance. It had to be done by February 15 and it was. It was sent on to the region manager in the State of Michigan. There was something missing that was corrected and Ordinance 15-76 was approved by the Township Board. They now are able to get the National Insurance Program.

Selzer keeps records for this community rating system.

Selzer also reported things are picking up with the compliance permits. Some property splits are being asked for and some are for combining properties.

**PUBLIC COMMENT:** None

**PLANNING COMMISSION MEMBER COMMENTS:** Bouwer asked about Alpine Tree Service. Selzer said they have extended their permit until April 2016. They are working on the site plan. At minimum they have to do a parking area.

Knape asked about the Verizon Cell Tower. Selzer didn't have anything on this.

There was discussion on the wind tower put up by a resident earlier and now has put up a solar panel.

**ADJOURNMENT:**

Pitzer adjourned the meeting at 7:59 p.m.

Respectfully Submitted,

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Les Salacina  
Planning Commission Secretary

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Maureen Dutkiewicz  
Recording Secretary