

**BROOKS TOWNSHIP PLANNING COMMISSION  
REGULAR MEETING  
April 25, 2016  
APPROVED MINUTES**

**MEMBERS PRESENT:** Matt Arthur, Pat Baker, Mike Bouwer, Mark Pitzer, Cheryl Rosen, Ryan Schultz

**MEMBERS ABSENT:** Phil Knape

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

**APPROVAL OF MINUTES:**

**Moved** by Rosen, **Seconded** by Bouwer to accept the minutes of the March 28, 2016 meeting as written.  
**Approved Unanimously**

**PUBLIC COMMENT:** None

**CORRESPONDENCE:** None

**UNFINISHED BUSINESS:**

1. Election of officers – Moved by Schultz, Seconded by Bouwer to appoint Baker as Secretary. Approved Unanimously. Moved by Rosen, Seconded by Bouwer to appoint Arthur as assistant secretary. Approved unanimously.
2. On-Site Sewage Disposal System (OSDS) this had been sent to the township board and they recommended leaving it as is.
3. Lake District Language – Selzer has a relative comparison sheet that has been compiled since the last meeting. They would also like to look closer at both Grant and Garfield Township's language. Portable structures are also something to look into. Pitzer stated this is an ongoing topic and should remain on the agenda for next month's meeting.

**NEW BUSINESS:** None

**STAFF UPDATE:** (see attached) The ZO said the Emerald Lake property has agreed upon replacement of the greenbelt area. The wood boiler ordinance has changes and needs to go to public hearing.

**PUBLIC COMMENT:** None.

**PLANNING COMMISSION MEMBER COMMENTS:** Pitzer wanted to remind everyone the Master Plan expires in about a year, so the process of updating it will need to begin soon.

**ADJOURNMENT:**

**Moved** by Baker, **Seconded** by Bouwer to adjourn.  
Pitzer adjourned the meeting at 8:02 p.m.

Respectfully Submitted,

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Pat Baker  
Planning Commission Secretary

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Jennifer Badgero  
Clerk