

**BROOKS TOWNSHIP PLANNING COMMISSION**  
**REGULAR MEETING**  
**May 10, 2021 @ 7:00 PM**  
**APPROVED**

**Members Present:** Mark Pitzer, Pat Baker, Mark Guzniczak, Chris Wren, Phil Knape (Attended via teleconference)

**Members Absent:** Ryan Schultz, Karl Frederiksen

**Staff Present:** Cory Nelson, Joe Selzer

Chairman Pitzer, called the regular in-person meeting to order at 7:07 p.m. Teleconference was also an available option for members and the public. This meeting was properly posted and a quorum of the Brooks Township Planning Commission was present.

**Approval of Agenda:**

**Moved** by Guzniczak, **seconded** by Baker to accept the agenda as written **Unanimously approved.**

**Approval of Minutes:**

**Moved** by Knape, **seconded** by Guzniczak, to approve the minutes of the April 12, 2021 meeting. **Unanimously approved**

**Public Comment:** None

**Correspondence:** None

**Unfinished Business:**

- 1) Continued Ordinance Review – Revised ordinance changes effective 3/31/21, will be distributed to members at the next meeting.
- 2) Short term rentals/including charitable short term rentals – Joe Selzer has received no feedback from the Township planner. Planning members agreed to keep language as simplistic as possible. Chairman Pitzer discussed with Ryan Coffee, who noted there is pending legislation on this issue and he also agrees with a simplistic approach by the township. **Moved** by Baker, **seconded** by Guzniczak to add an additional line item to the “Summary of District Land Uses” to state “Short term rentals of thirty (30) days or less are allowed”. **Unanimously approved.** This issue will be added to the list for Public Hearing next month.

**New Business:**

- 1) Rezoning from river tributary to Brooks Lake District – It was discovered that the Zoning Map, developed several years ago, did not correctly outline the Brooks Lake District line of 500 feet from the water's edge. **Moved** by Baker, **seconded** by Guzniczak to have the zoning map updated/corrected. This will involve identifying parcel and section numbers and noting that priority be given to the Lake District over the River Tributary District. **Unanimously Approved.** This issue will also be added to the list for Public Hearing next month.

**Staff Update:** April Zoning Report submitted

**Public Comment:** None

**Planning Commission Members Comments:** None

**Adjournment:** **Moved** by Baker, **seconded** by Wren, to adjourn the meeting at 7:43 PM

Respectfully Submitted,

---

Pat Baker  
Planning Commission Secretary

---

Dianna Schaafsma  
Recording Secretary