

**BROOKS TOWNSHIP PLANNING COMMISSION  
REGULAR MEETING  
JUNE 14, 2021 @ 7:00 PM  
APPROVED**

**Members Present:** Mark Pitzer, Pat Baker, Mark Guzniczak, Chris Wren, Phil Knape, Ryan Schultz

**Members Absent:** Karl Frederiksen

**Staff Present:** 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 Knape to accept the agenda as written. **Unanimously approved.** A second **motion** was initiated by Wren and **seconded** by Guzniczak to amend the Agenda by adding Public Hearing Items to Unfinished Business. **Unanimously Approved**

**Public Hearing – Moved** by Baker, **seconded** by Guzniczak to close the regular meeting and open the Public Hearing. **Unanimously Approved**

All hearing issues were posted in the paper and no correspondence was received. Joe Selzer reviewed the changes to the following articles:

- Art II – Sec 2.20 – Definitions – Add short term rental definition
- Art III – Sec 3.02b – Accessory Structures and Buildings – Allowing shipping containers in residential districts
- Art IV – Sec 4.09 – Summary of District Land Uses – Add short term rental criteria to the chart
- Art XIV – Sec 12.12 – Specific Standards – Outlines standards for shipping containers in residential districts
- Zoning Map Amendment – Corrects zoning for Section 29 along Vista Drive for River/Tributary and Lake Front districts.

**Public Comment:** Comments were received and addressed for each hearing item.

**Moved** by Baker, **seconded** by Wren to close the Public Hearing and re-open the regular meeting. **Unanimously approved**

**Approval of Minutes:**

**Moved** by Knape, **seconded** by Guzniczak, to approve the minutes of the May 10, 2021 meeting.  
**Unanimously approved**

**Public Comment:** See “Public Comments” above under Public Hearing

**Correspondence:** Joe Selzer received notification from Newaygo County Emergency Services Department regarding a Forestry Assistance Grant for project work on Oak Ave in Sections 25/26 and on Thornapple, Section 35. Trees and downed material will be removed to prevent potential threat of wildfire.

**Unfinished Business:**

- 1) Continued Ordinance Review – No new items
- 2) Public Hearing Items – **Moved** by Guzniczak, **seconded** by Baker to move all hearing items to the Board for approval. **Motion not carried.**

Further discussion between Planning Commission members determined the items for residential shipping containers was too restrictive. A **second motion** was initiated by Guzniczak and **seconded** by Schultz to move all items for board approval **except Art III and Art XIV** which involve shipping containers. **Unanimously Approved**

**Note:** Shipping containers will be added to next month agenda as Unfinished Business. Joe Selzer will check with the Township Planner for suggestions in the meantime.

**New Business:**

- 1) Discussion of Art 9 – Sec 9.06 – Development Standards – Joe Selzer provided background regarding installation of seawalls and area that EGLE (DEQ) allows to be capped behind the seawall. He will check to see what EGLE allows and possibly draft a change for next month’s meeting.

**Staff Update:** May Zoning Report submitted

**Public Comment:** Comments received

**Planning Commission Members Comments:** None

**Adjournment:** **Moved** by Baker, **seconded** by Guzniczak, to adjourn the meeting at 8:25 PM

Respectfully Submitted,

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Pat Baker  
Planning Commission Secretary

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Dianna Schaafsma  
Recording Secretary