

**BROOKS TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
APRIL 11, 2022 @ 7:00 PM
APPROVED**

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

Members Absent: None

Staff Present: None

Chairman Guzniczak, 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 Pitzer **seconded** by Fredriksen to approve the agenda as written. **Unanimously Approved**

Oath of Office - Updated Oath Of Office was completed for Ryan Schultz, Pat Baker, and Chris Wren as their terms had expired.

Approval of Minutes:

Moved by Wren, **seconded** by Knape to approve the minutes of the March 14th 2022, meeting. **Unanimously Approved**

Public Comment: None

Correspondence: None

Reserved Time - None

Unfinished Business: None

New Business:

- 1) 2021 Annual Report – **Moved** by Knape, seconded by Pitzer to the 2021 Annual Report Mark G. will present to the Board for approval. **Unanimously Approved**
- 2) Master Plan Review/Update Proposal from Williams & Works – **Moved** by Wren, **seconded** by Knape to approve the Master Plan Proposal, not to exceed \$5000.00. **Unanimously Approved**
- 3) 2022-23 PC Regular Meeting Dates – Approval to Accept – **Moved** by Baker, **seconded** by Pitzer to accept the 2022-23 Meeting Dates as written. **Unanimously Approved**

4) Article XVI – Signs and Billboards – Proposed addition for Non-permanent signs – A draft update with language and diagrams was shared and reviewed by members. Brad from Williams and Works will work on simplifying language for non-permanent signs (Pg 3, Item Q). It was noted that the “content” of a sign cannot be regulated.

Staff Update: Joe Selzer noted the following:

- Glamping sites fall under campground ordinance language. A site plan for the recent proposal is being developed and will be presented at a later date.
- Smugglers site plan has been sent to the contractor for potential changes. Joe anticipates an SLU request in June.
- It was noted that there is a site on the river within the flood plan which did not secure a permit from either the township or FEMA. This site will need to be elevated above flood stage.

Public Comment: None

Planning Commission Members Comments: Pat Baker was thanked for the research and update of the Annual Report

Adjournment: Moved by Baker, seconded by Frederiksen, to adjourn the meeting at 8:00 PM.
Unanimously Approved.

Respectfully Submitted,

Pat Baker
Planning Commission Secretary

Dianna Schaafsma
Recording Secretary