

**BROOKS TOWNSHIP PLANNING COMMISSION**  
**REGULAR MEETING**  
**May 9, 2022 @ 7:00 PM**  
**Draft**

**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 Knape to approve the agenda as written.  
**Unanimously Approved**

**Approval of Minutes:**  
**Moved** by Wren, **seconded** by Frederiksen to approve the minutes of the April 11, 2022, meeting. **Unanimously Approved**

**Public Comment:** None

**Correspondence:** None

**Reserved Time -** None

**Unfinished Business:**

- 1) Master Plan Update – No action tonight; Brad from Williams and Works plans to attend the June meeting.
- 2) Article VXi – Signs and Billboards – **Moved** by Knape, **seconded** by Frederiksen to approve changes to include updated definitions, removal of language that restricts content, additional clarifying language to sign locations, and add non-permanent signs as a permitted use. C-1 Commercial District, I-1 Industrial District. A slight change was made to the proposed chart on page 18, “Non-permanent signs”. The first item was changed to read “Two (2) per parcel or one (1) per business for a multi-tenant building. **Unanimously Approved**  
**A public hearing will be scheduled in the future.**

**New Business:** None

**Staff Update:** Zoning Report distributed

**Public Comment:** None

**Planning Commission Members Comments:** It was noted that a Public Hearing will need to be scheduled for the June meeting to address a Text Amendment and Special Land Use. Joe Selzer is coordinating posting and scheduling of these items.

**Adjournment: Moved** by Baker, **seconded** by Knape, to adjourn the meeting at 7:27 PM.  
**Unanimously Approved.**

Respectfully Submitted,

---

Pat Baker  
Planning Commission Secretary

---

Dianna Schaafsma  
Recording Secretary