

**BROOKS TOWNSHIP PLANNING COMMISSION**  
**REGULAR MEETING**  
**January 8, 2024 @ 7:00 PM**  
**DRAFT**

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

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

**Staff Present:** Jerry Tuin

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 Knape to approve the minutes of the regular PC Meeting of December 12, 2023. **Unanimously Approved**

**Public Hearing:** The Hearing was opened for the following issue by Chairman Guzniczak at 7:01 PM.

- a. Site Plan Application – Leon Thompson, Team Thompson, Parcel 62-19-32-231-011, 62-19-32-231-010, Zoning-Non-Conforming. Applicant requests changes to parking to improve safety and reduce current non-conforming conditions.

Discussion Points:

Leon Thompson, representing the Thompson Group, noted that the All American Party Store III had become busier, especially during the summer months and additional parking was needed to provide increased visibility and a safer environment.

Jerry Tuin, Brooks Zoning Specialist, provided an overview of the Williams and Works analysis, citing Review of Expansion of a Nonconforming Use, Section 19.01. He summarized that Brooks Township Zoning Department supports the analysis and is in favor of decreasing the safety risk of street parking at the All American Party Store III and recommends the proposed side parking, lighting, and handicap signage.

Hearing Related Public Comment: William Webb, residing at, 9091 Wellington Dr., behind the party store voiced concerns about water retention, stating that water had run into his garage during hard rain conditions. Additional detail, requested by Trustee Knape established that both Drain Commission and Road Commission permits had been properly secured. It was suggested that the issue be discussed between the Thompson Group and Mr. Webb to address Mr. Webb's concern. The Hearing was closed by Chairman Guzniczak at 7:08.

**Public Comment:** None

**Correspondence:** Two (2) hearing notifications to residents residing within 300' of the property were returned to the Township Office as undeliverable and were re-sent to the individuals at alternate addresses.

**Reserved Time** – None

**Unfinished Business** - None

**New Business:**

- a. Site Plan Application – Leon Thompson, Team Thompson, Parcel 62-19-32-231-011, 62-19-32-231-010, Zoning-Non-conforming. Applicant requests changes to parking to improve safety and reduce current non-conforming conditions. – Action Required  
**Moved** by Wren, **seconded** by Baker to approve the site plan application for North Country General Store including improvements to improve safety and reduce non-conforming Conditions. **Unanimously Approved**
- b. 2023 Planning Commission Annual Report and submit to the Brooks Township Board - Action Required - **Moved** by Pitzer, **seconded** by Knape to approve the 2023 Planning Commission Annual Report and submit to the Township Board as required. **Unanimously Approved**

**Staff Report:**

- 1) Zoning Report was submitted for the period through the end of November 2023. No comments were noted.

**Public Comment:** None

**Planning Commission Member Comments** – Trustee, Chris Wren noted that EGLE had initiated a material management proposal which will be a three (3) year process. He expects this proposal will have considerable impact upon recycling procedures.

**Adjournment:** **Moved** by Baker, **seconded** by Wren, to adjourn the meeting at 7:24 PM.  
**Unanimously Approved**

Respectfully Submitted,

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Pat Baker  
Planning Commission Secretary

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Dianna Schaafsma  
Recording Secretary