

**Planning Commission
Special Meeting Minutes
Tuesday, August 14, 2023 at 5:00 p.m.
Meeting held in person
Saugatuck High School Cafeteria**

Call to Order: Chair Ihle called the meeting to order at 5:00 PM.

Roll Call:

Present: Dave Ihle, Jackie Ground, Denise Webster, Ken Butler (arrived at 5:04 PM), Gordon Stannis (arrived at 5:06 PM), Michael Wurth

Absent: Jon Helmrich

Also Present: Zoning Ordinance Consultant David Jirousek, Recording Secretary Morgan Arens, Township Manager Daniel DeFranco, Building Official Cindy Osman, Joe Milaukas, Scott Bosgraaf.

Approval of Agenda

Ihle introduced the agenda.

A **Motion** was made by Webster to approve the agenda as presented. Supported by Wurth. Motion carried unanimously by voice vote.

Approval of Minutes

Minutes from the July 18, 2023 meeting were discussed.

A **Motion** was made by Webster to approve the minutes from the July 18, 2023 meeting as presented. Supported by Ground. Motion carried unanimously by voice vote.

Public Comments:

Ihle opened the floor for Public Comment. There was none. Ihle closed Public Comment.

New Business: None.

Old Business:

1. Review of Draft Zoning Ordinance

Ihle reviewed where the Review of the Draft Zoning Ordinance left off. Commissioners discussed the potential timeline for the review of the draft ordinance.

Manager DeFranco gave some background to the project of the Draft Zoning Ordinance and offered guidance to the Commissioners.

Ihle introduced Zoning Ordinance Consultant David Jirousek to the Planning Commission and turned the meeting over to Jirousek to lead.

Commissioners reviewed Articles 6-9 and asked for clarification, explanation, requirements, and reworkings of many items including; PUD, landscaping, easement and private road, terminology for bed and breakfasts, comparing campgrounds and RV park to hotel and inn, lot size requirements for animals, wind turbines, and dark sky principles.

Public Comments:

Ihle opened the floor for Public Comment. There was none. Ihle closed Public Comment.

Report

1. Township Board Update: None.
2. Annual Report (no action needed): On file.
3. Staff Report/Announcements: None.
4. Commissioner Comments: Commissioners asked when the Township Hall renovations will be finished, which Recording Secretary Arens stated would be mid-September.
Webster and Ihle announced that Webster will be the new Planning Commission liaison on the Zoning Board of Appeals, taking over for Ihle.

Adjourn:

A **Motion** was made by Butler to adjourn at 7:51 PM. Supported by Webster. Motion carried 6-0 by voice vote.

Motions

1. A **Motion** was made by Webster to approve the agenda as presented. Supported by Wurth. Motion carried unanimously by voice vote.
2. A **Motion** was made by Webster to approve the minutes from the July 18, 2023 meeting as presented. Supported by Ground. Motion carried unanimously by voice vote.
3. A **Motion** was made by Butler to adjourn at 7:51 PM. Supported by Webster. Motion carried 6-0 by voice vote.

Respectfully,



Morgan Arens, Recording Secretary

I, Denise Webster, Planning Commission Secretary, certify that these minutes were approved on August 30, 2023 by the Saugatuck Township Planning Commission.



Denise Webster, Planning Commission Secretary

8/30/2023

Date