

BROOKS TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
October 14, 2024 @ 7:00 PM
APPROVED

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

Members Absent: None

Staff Present: Jerry Tuin

Vice Chairman, Knape, 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 Wren, **seconded** by Frederiksen to approve the agenda as written. **Unanimously Approved**

Approval of Minutes: Moved by Pitzer, **seconded** by Frederiksen to approve the minutes of the regular PC Meeting of August 12, 2024. **Unanimously Approved**

Public Hearing – Vice Chairman Knape recessed the regular meeting at 7:01 PM to begin the Public Hearing for a request for Special Land Use Permit by Karl Williams, for approval of residential use located at 6 E. 96th St., Parcel #62-19-31-300-001.

The applicant is filing the request in order to build a new home. Jerry Tuin, Zoning Administrator, reviewed details for the request and noted that both the site plan and packet submitted was very thorough. There was no comment made by the applicant nor the public.

Clarification was provided by the Deputy Clerk, that the Hearing had been appropriately posted in the Local Newspaper and that there had been no correspondence received regarding the posted Hearing issues.

The Public Hearing was closed and the regular meeting resumed at 7:04 PM and the regular meeting was re-opened.

Correspondence: None

Reserved Time: None

Unfinished Business:

- a. Accessory Dwelling Units – Review of Draft to remove SLU requirements from Special Land Use – New section 305 in article III - Jerry Tuin is working with Williams and Works and hopes to have this item ready for Public Hearing next month
- b. Parking Lot/Exterior Maintenance Commercial District – Staff Update – This item continues to be a work in progress and will remain on the agenda

New Business:

- a. Ottawa Point PUD Amendment Review – Chris Ortwein presented detail regarding planned expansion for Ottawa Point on Pettit Lake. He proposes 37 new units with duplex and triplex condos. Future expansion had been previously approved in the original PUD.
This was a presentation only and involves both Brooks and Croton Townships. He will be making a presentation to Croton Township later in the week followed by a joint meeting with both townships at a later date.
- b. Karl Williams request for Special Land Use Permit for approval of residential Use located at 6 E. 96th St., Parcel 62-1-9-31-300-001 – **Moved** by Baker, **seconded** by Wren to approve the request by Mr. Williams. **Unanimously Approved**

Staff Report:

- Zoning Report was submitted for the period through the end of September 2024.

Public Comment: None

Planning Commission Member Comments – Mark Pitzer noted that there was an upcoming Zoning Board meeting regarding a request for a side yard variance.

Adjournment: **Moved** by Baker, **seconded** by Frederiksen, to adjourn the meeting at 7:43 PM.
Unanimously Approved

Respectfully Submitted,

Pat Baker
Planning Commission Secretary

Dianna Schaafsma
Recording Secretary