

BROOKS TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
NOVEMBER 11, 2024 @ 7:00 PM
APPROVED

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

Members Absent: Chris Wren

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 Pitzer, **seconded** by Frederiksen to approve the agenda as written. **Unanimously Approved**

Approval of Minutes: Moved by Frederiksen, **seconded** by Pitzer to approve the minutes of the regular PC Meeting of October 14, 2024. **Unanimously Approved**

Public Hearing – Vice Chairman Knape recessed the regular meeting at 7:02 PM to begin the Public Hearing for various changes to remove SLU requirements from Accessory Dwelling Units. Changes were reviewed by members and the Public Hearing was closed at 7:04 to resume the regular meeting

Correspondence: None

Reserved Time: None

Unfinished Business:

- a. Parking Lot/Exterior Maintenance Commercial District – Staff Update – Jerry Tuin shared a copy of the current Junk and Blight Ordinance (2012-69) and provided notes for proposed changes. PC members agreed on proposed language and Jerry will work with Williams and Works to provide a draft of proposed changes for the next meeting.

New Business:

- a. Accessory Dwelling Units – **Moved** by Baker, **seconded** by Frederiksen to approve proposed changes as written and forward to Brooks Township Board for final approval. **Unanimously Approved**

Staff Report:

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

Public Comment: None

Planning Commission Member Comments – Mark Pitzer noted that the recent Zoning Board Hearing has prompted review of how properties separated by a roadway are defined.

Adjournment: Moved by Baker, **seconded** by Frederiksen, to adjourn the meeting at 7:35 PM.
Unanimously Approved

Respectfully Submitted,

Pat Baker
Planning Commission Secretary

Dianna Schaafsma
Recording Secretary