

BROOKS TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
March 10, 2025 @ 7:00 PM
DRAFT

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

Members Absent: None

Staff Present: Jerry Tuin

Phil 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 Hance, **seconded** by Wren to approve the agenda as written.
Unanimously Approved

Approval of Minutes: Moved by Pitzer, **seconded** by Hance to approve the minutes of the regular PC Meeting of February 17, 2025. **Unanimously Approved**

Correspondence: None

Reserved Time – None

Unfinished Business – None

New Business:

- 1) Election of Officers – Moved by Baker, seconded by Hance to appoint the following for 2025/2026 term: **Chairman** - Phil Knape; **Vice Chairman** - Karl Frederiksen; **Secretary** - Pat Baker. **Unanimously Approved**
- 2) Term Updates – Terms were updated through March, 2028 and Oath of Office completed for Pat Baker, Chris Wren and Ryan Schultz.
- 3) Cynthia Hulst Proposal to establish a nature based retreat in Brooks Township – The proposal was presented with a request for approval to incorporate retreats and suggesting a sub-category under the existing camping regulations. The proposal includes an eco-friendly, short-term accommodation (small cabins, yurts and/or glamping tents) using off-grid systems (solar power, composting toilets, and rainwater collection). The proposal also noted a minimum lot size of 5 acres with minimum size cabins of 400 sq ft. and a maximum of 10 lodging units. **Moved** by Pitzer, **seconded** by Frederiksen to discuss with the Planners to determine if a plan could be developed. **It was noted that PC action is not intended as an approval to operate this concept currently.**
Unanimously Approved

Staff Report:

- Zoning Report was submitted for the period through the end of February 2025. No comments were noted.

Public Comment: None

Planning Commission Member Comments – Mark Pitzer noted that the annual ZBA meeting will be held on Wednesday, March 19, 2025.

Adjournment: Moved by Baker, **seconded** by Frederiksen, to adjourn the meeting at 7:45 PM.
Unanimously Approved

Respectfully Submitted,

Pat Baker
Planning Commission Secretary

Dianna Schaafsma
Recording Secretary