

**PUTNAM TOWNSHIP
PLANNING COMMISSION MEETING
February 8, 2017
MINUTES**

CALL TO ORDER

Chairperson Lomber called the meeting to order at 7:00 p.m. There were 9 citizens in attendance.

ROLL CALL

MEMBERS PRESENT: Porath, Lomber, Gannon, Klein, Hood, and Ligon.

MEMBERS ABSENT: Beemer with notice.

OTHERS PRESENT: Brian Borden, Senior LSL Planner, Ken Damrel, Township Zoning Administrator, Jennifer Koch, Township Fire Marshall, Phil Westmoreland, Putnam Township Engineer and Pamela Kekes, Recording Secretary.

CALL TO THE PUBLIC

Opened at 7:01 p.m.

No response.

Closed at 7:02 p.m.

APPROVAL OF AGENDA

Motion by Porath and supported by Hood to amend the agenda to move in New Business B before A. MOTION CARRIED.

APPROVAL OF MINUTES

Motion by Porath and supported by Hood to approve the 1/11/17 minutes as presented. MOTION CARRIED.

PLANNER'S REPORT – Nothing to report.

ZONING BOARD of APPEALS REPORT – Gannon reported on the January 23, 2017, ZBA meeting and reported there is an upcoming meeting on February 13, 2017.

TOWNSHIP BOARD REPORT - Klein reported on the January 18, 2017, Township Board Meeting.

LAND DIVISION REPORT – Nothing.

ZONING ADMINISTRATOR'S ORDINANCE ISSUE LIST – Damrel presented his report, which was included in Commissioners' packets.

CORRESPONDENCE

A. Copy of By-Laws are in Commissioners' packets

PUBLIC HEARING – None

OLD BUSINESS - None

NEW BUSINESS

A. Joseph Andronaco, Camp 360, Christian Family Camp, Gawley/Beardsley Rds.

1. Donn Bohde presented the project along with Patrick Cleary from Boss Engineering. Borden presented a revised review (original memo dated 2/2/17 and revised memo is dated 2/7/17) of the final site plan which addressed a few issues. Fire Marshall report and Spicer Engineering report were included in Commissioners' packets. After review, all issues have been addressed. Borden and Damrel wanted to make sure that all parties were clear that Phase A and Phase B of the project is what presently is proposed and any future phases will need to bring back to the township for review.
2. **Motion by Gannon and supported by Lomber to recommend to the Township Board approval of final site plan for Camp 360, Christian Family Camp, Gawley/Beardsley Rds. including recommendations of Township Engineer and Township Fire Marshall. MOTION CARRIED.**

B. Master Plan Review.

1. Review of 11/16/16 Township Board Minutes approving review of Master Plan was included in Commissioners' packets.
2. Each Commissioner should have the original Master Plan adopted November 16, 2005 and two updates dated 2009 and 2012. Commissioners need to notify Damrel if they are missing any of the three documents.
3. As required by the state, 2017 is time for Putnam Township to review their Master Plan. This is a process which will be laid out in upcoming meetings. Issue of the percentage of non-conforming lots has been reviewed and in order to make any changes, there needs to be a review of those areas in conjunction with the Master Plan and Future Land use.
4. Commissioners will familiarize themselves with the Township's present plan prior to the March meeting.

CALL TO THE PUBLIC

Opened at 8:13 p.m.

Ron Rau, 4798 Spears, says he represents Ivan Green and asked that his parcels are reviewed in the upcoming Master Plan Review.

Closed at 8:17 p.m.

ADJOURNMENT

Motion by Porath and supported by Lomber to adjourn at 8:17 p.m. MOTION CARRIED.

**Pamela Kekes
Recording Secretary**