

**PUTNAM TOWNSHIP
PLANNING COMMISSION MEETING
April 12, 2017
MINUTES**

CALL TO ORDER

Chairperson Lomber called the meeting to order at 7:00 p.m. There were 4 citizens in attendance.

ROLL CALL

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

MEMBERS ABSENT: Ligon

OTHERS PRESENT: Ken Damrel, Township Zoning Administrator, Jennifer Koch, Township Fire Marshall and Pamela Kekes, Recording Secretary.

CALL TO THE PUBLIC

Opened at 7:01 p.m.

Ron Rau, 4798 Spears, spoke on support of Planning Commission reviewing the Master Plan.

Closed at 7:04 p.m.

APPROVAL OF AGENDA

Motion by Porath and supported by Beemer to approve the agenda as presented. MOTION CARRIED.

APPROVAL OF MINUTES

Motion by Klein and supported by Porath to approve the 3/8/17 minutes as presented. MOTION CARRIED.

CORRESPONDENCE - None

PLANNER'S REPORT – Borden is absent.

ZONING BOARD of APPEALS REPORT – Gannon reported no recent meetings however there is an upcoming ZBA meeting on May 9, 2017.

TOWNSHIP BOARD REPORT - Klein reported on the March 15, 2017, Township Board Meeting.

LAND DIVISION REPORT – Nothing.

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

PUBLIC HEARING – None

OLD BUSINESS

A. Master Plan Discussion

1. Commissioners reviewed the Master Plan Update Guide, Update Review Table, which was given out at last meeting. Without Planner available, the Commissioners wanted to table further discussion until next meeting.

NEW BUSINESS

- A. Discussion of setbacks for non-conforming lots.
 - 1. Commissioners would like to have our planner investigate how the Township can develop something that would not penalize those residents who have non-conforming lots, many that were in place before current zoning. They would also like Borden to review the chart 340-56 Single Family Residential District Regulations addressing the high number of non-conforming lots in R2, R3 and R4.

- B. Discussion of temporary tents for outdoor entertainment
 - 1. Our Township Fire Department has an Event Fire Code Permit Requirements policy which does not coincide with our Township Ordinances. Koch brought up the Fire Departments requirements which need to be followed for the safety of those in attendance. Commissioners would like Borden to review both the Fire Department requirements and the Township Ordinances and provide changes to the Ordinances to integrate Fire Department requirements.

CALL TO THE PUBLIC

Opened at 8:30 p.m.

No response.

Closed at 8:31 p.m.

ADJOURNMENT

Motion by Beemer and supported by Lomber to adjourn at 8:31 p.m. MOTION CARRIED.

**Pamela Kekes
Recording Secretary**