

**Birch Run Township
Planning Commission
Meeting Minutes**

Regular Meeting

March 28, 2005

Members Present

Dennis Bronner
Bob Scharrer
Alan Hunter
Diane Timmons

Jeff Putnam
James Totten
Wyn Wilson (absent)

The planning commission meeting was called to order at 7:00 pm by Chairman Al Hunter. A quorum was present.

There were two visitors in the audience.

1. Raymond Rosas, Administrative Assistant at Birch Run Township Office
2. Tom Muehlenbeck, Woodmill/Cabinet Shop at 11820 Dixie Hwy, inviting all to an Open House, end of April.

Minutes of the **March 7, 2005** special meeting were reviewed and approved on a motion by Putnam and supported by Scharrer. Motion passed.

The **purpose** of this meeting is to:

1. Discuss Master Plan Amendments resulting from Zoning Ordinance changes and schedule a public hearing.
2. Look at the new Zoning Map
3. Look at the Future Land Use Map for inclusion in the Master Plan
4. Discuss Preapplication Conference Amendment to Zoning Ordinance, public hearing.
5. Review the Chairman's Annual Report to the Township Board
6. Member Comments
7. Election of Officers for fiscal year 2005-06

Master Plan Amendments – On a motion by Dennis Bronner, supported by Jeff Putnam the Planning Commission voted to amend the Master Plan by adopting the recommended changes listed in the worksheet submitted by Al Hunter, Chairman on March 28, 2005. Approved 6-0 with Wyn Wilson absent. Public notice will be given with the Public Hearing scheduled for April 25, 2005. Timmons and Bronner will not attend.

Zoning Map – Jim Totten prepared and presented a large color copy of the new zoning map for display in the township office.

Future Land Use Map – Jim Totten prepared and presented a color copy of the future land use map for inclusion in the Township Master Plan.

Recommended Amendment for Preapplication Conferences – On a motion by Dennis Bronner, supported by Jim Totten, the Planning Commission voted to recommend the following wording be inserted into the Zoning Ordinance in Article 4 PLOT PLAN AND SITE PLAN REVIEW; Section 4.04, adding sub-section C.2. "Preapplication Conferences on major developments may be requested by the applicant and may be authorized, scheduled and conducted by the Township Planning Department, or any other qualified person authorized by

the Township Board." Approved 6-0. Public notice will be given with the Public Hearing scheduled for April 25, 2005.

In other business the Planning Commission reviewed the Chairman's annual report to the Township Board. We discussed how long a member's term is.

Election of Officers – On a motion by Jeff Putnam, supported by Dennis Bronner, the Planning Commission voted to reelect the present officers. Approved 6-0.

Chairman: Al Hunter

Vice Chairman: Jim Totten

Secretary: Diane Timmons

Future Meetings:

The next regular meeting is set for Monday, April 25, 2005.

All in favor to Adjourn at 8:18 pm with a motion by Totten, seconded by Bronner.

Submitted: Diane Timmons, Secretary

Approved: 4-25-05