SULLIVAN TOWNSHIP PLANNING COMMISSION MEETING MINUTES MAY 14, 2019

1. THE MEETING WAS CALLED TO ORDER AT 5:30 P.M. by Vice Chairman Carr.

2. ROLL CALL: Members Present: Sue Buckner, John Carr, Glenn Gustafson,

Eloise Jarka, Jim Kotecki

Members Absent: Tom Anton, Tom Jasick

Guests: 2 residents, Surveyor Support

3. MINUTES FROM THE APRIL 9, 2019, MEETING: Minutes from the meeting of April 9, 2019, were presented by Vice Chairman Carr. Sue Buckner offered a motion to accept the minutes as presented; the motion was supported by Jim Kotecki and unanimously approved by all Planning Commission members present.

4. AGENDA: Christiansen - Driveway/Private Road Questions

Whispering Whitetails Update

Lake A Park Update Marijuana Ordinance Fairgrounds Report

Christiansen - Driveway/Private Road Questons: The property owner posed questions regarding the difference between the requirements for a *driveway* and those for a *private road*. Their intent is to transfer a lot to their son and retain the remainder of the property. Access to the son's lot would be behind an existing lot, privately owned by a third party, and adjacent to his parents larger lot. Since there is no intention to divide the property into any other lots, the requirement for a driveway that conforms to the current ordinance for access to one dwelling is what the owners need to be aware of when creating the division. The private road ordinance requirements would apply only if there were to be additional divisions of the property, which the owners have stated is not their intent. An easement should be identified within the parents' property description.

Whispering Whitetails Update: The surveyor reported that the majority of the parties who need to be involved in approvals for the land development have completed their portion of the agreement; however, the Soil Conservation District needs to finalize their portion of the road agreement. There are two issues still pending on the road design: approval of the drain crossing and State wetland approval. Once those items are resolved, the documentation needs to be reviewed by all parties and the township and then recorded.

Lake A Park Update: The surveyor and the planning commission discussed moving the access drive for the park further north from the intersection with Sheringer Road than was shown on the original plan. Since the south end of the lake is narrow, there was concern that should water tables be lower in a dry year, vegetation could create difficult access to the lake from the kayak launch. Moving the entrance north several hundred feet could also provide a larger picnic/recreation area near that end of the lake. The surveyor will discuss this change with the professional planner and the grant writer.

Marijuana Ordinance: To be discussed at a future meeting.

Fairgrounds Report: Brief review of annual report from Zoning Administrator.

- 5. OTHER MATTERS TO BE DISCUSSED BYTHE PLANNING COMMISSION: None
- 6. OLD BUSINESS: None
- 7. OPEN DISCUSSION FOR ITEMS NOT ON THE AGENDA: None
- 8. CORRESPONDENCE RECEIVED: None
- 9. PLANNING COMMISSION MEMBERS COMMENTS: None
- 10. REPORT OF TOWNSHIP BOARD REPRESENTATIVE: None
- 11. REPORT OF PROFESSIONAL PLANNER: None
- 12. NEW BUSINESS: None
- 13. PUBLIC HEARING DATES: None
- **14. NEXT REGULAR MEETING DATE:** June 11, 2019, 5:30 p.m. annual joint meeting with Township Board.
- **15. MOTION FOR ADJOURNMENT:** A motion to adjourn at 7:00p.m. was made by Sue Buckner, seconded by Glenn Gustafson and unanimously approved by members present.

Respectfully submitted:

Eloise Jarka, Secretary Sullivan Township Planning Commission