

**Columbia Township
Planning Commission Meeting Minutes
September 24, 2013**

1) Meeting called to order by Chairman Gaede at 6:05 pm.

2) Roll Call Mahr, Gaede, Reynolds.
Jarvis and Willerer arrived at 7:05.

3) Approve Agenda. Mahr motioned to approve agenda seconded by Willerer.
Vote taken. Ayes All. Motion Passed

4) Approval of Previous Meeting Minutes of September 17, 2013.
No action taken.

5) Public Comments None

6) Unfinished Business.

Chairman Gaede opened Unfinished Business regarding the rewriting of the Draft Ordinances provided by LandPlan starting at Section 14.5

Section 14.5 Conformity to Approved Site Plans. **Approved as written.**

Section 14.6 Changes to Approved Site Plans.

A Site Plan Changes. **Approved as written.**

1. Major Changes **Board members questioning why five feet (5) and the 100 sq/ft 0.of floor area. Seems excessive amounts. Please explain.**

2. Minor Changes. add at end of paragraph last sentence **State and County agencies and more clarification of approvals needed.**

Section 14.7 Expiration of Site Plan Approval. **Approved as written.**

Section 15.1 Purpose **Approved as written.**

Section 15.2 Review Procedure

A. Application: **Approved as written.**

1. **add after Zoning Administrator or Office Representative.**
2. **Approved as written.**

3. Approved as written

Section 15.3 Appeals **Approved as written.**

Section 15.4 Reapplication. **Approved as written.**

Section 15.5 Changes.

A. Site Plan: **Approved as written.**

B. Use or Activity:

Please explain 15.5 and 14.6 the 200 sq/ft vs. 100 sq/ft.

Section 15.6 Approval Standards.

A. General Standards **Correct two number two's.**

1 and both 2's **Approved as written.**

3. End of sentence rewrite to **impact of traffic generated on adjacent properties by the proposed development.**

4 and 5 **Approved as written.**

6. Shall not create excessive additional requirements **Define excessive more precise or use a better word.**

7. **Approved as written.**

B. **Members want to see Article 7**

Section 15.7 Expiration.

Please explain why 3 years or any years??

Article 16

Zoning Board of Appeals (ZBA)

Section 16.1 Purpose **Approved as written. However Planning Commission purpose is what. Define as ZBA is for clarity.**

Section 16.2 Creation and Membership

A. Establishment and Appointment of Members: **Approved as written.**

B. Alternate Members. **Please define Conflict of Interest and procedures for a person to**

recluse him/herself

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C. Terms of Appointment: **Approved as written**

D. Removal from Office? Conflict of Interest: **Approved as written.**

Section 16.3 Organization

A. Rules of Procedures and Officers: **Approved as written.**

B. Meetings and Quorum: **Meeting change at the call of the Zoning Administrator not Chairman.???**

C. Oaths and Witnesses: **Please Explain???**

D. Records/Minutes: **Approved as written.**

E. Legal Counsel: **Approved as written.**

7) New Business None.

8) Commissioner Comments None.

9) Future Meetings October 1, 2013 at 6:00 pm.

10) Public Comments None.

11) Adjournment Motion by Reynolds to adjourn, seconded by Jarvis.
Vote taken, Ayes All. Motion Passed adjourned at 8:55 pm.

Respectfully Submitted



Philip Reynolds