

**WOODHULL TOWNSHIP PLANNING COMMISSION**

**Regular Meeting Minutes – December 19, 2017**

**proposed**

- 1. Call to Order – Chairman Scovill called the meeting to order 7:03 pm**
- 2. Roll Call – Charles Scovill, Chair; Dan Carncross, Greg Daenzer, Shaun Thronson, Rick Betts – Township Board liaison. Chairman Scovill acknowledged the budget report provided by the Township Clerk. Items were in order as presented.**
- 3. Recognition of visitors/Voluntary Sign-in: Sign-in sheet is on record**
- 4. Approval of Agenda – Request was made to move Cross' SUP request from Item 9 to New Business Item 8, a. A second request was made to add new appointment to replace resigning former member under Item 8, b. Shaun Thronson moved to accept the agenda as amended, seconded by Rick Betts. Motion passed 5-0.**
- 5. Approval of Minutes – Motion by Carncross, seconded by Betts to approve minutes as written for October 17, 2017. Motion passed 5-0.**
- 6. Public Comment on Agenda Items – opened 7:16 pm.**

**Mr. Dennis Cross commented on the SUP in place for an easement in 1994, the road in place has accommodated buses and is better than some county gravel roads. There are culverts and two vehicles can pass on the road that is in place and emergency vehicles would have no trouble. He would expect his request would be 'grandfathered' per former agreements. Public Comment closed 7:25 pm.**
- 7. Old Business – None reported**
- 8. New Business –**
  - a. Application for Special Use Permit PSUP17-10, parcel # 013-13-400-003 section 13, Woodhull Township by Dennis W. and Linda R. Cross to apply for private road to allow split of property located at 11649 Fenner Rd, Perry, MI 48872. Chairman Scovill recognized the applicant to further explain his application. He then explained the advisory role of the township planning board and their recommendation to the township board and subsequently to the county planning commission.**

**The Chairman made note that no follow-up report was provided by Shiawassee Cnty Community Development and Planning as referenced in letter 11/28/17. Questions and comments were then invited from the commissioners. Chairman Scovill then directed discussion to the General Standards for Review items 1-9. The applicants met all of the criteria to approve a recommendation for the SUP.**

Rick Betts moved to support the applicants request for a SUP for a proposed private road. Greg Daenzer seconded the motion. Motion passed 5-0.

- b. Ms. Tammy Slavik was recognized as the new member of the planning commission. She was appointed December 6, 2017 by the Woodhull Township Board. Ms. Slavik is taking the position of Mr. Fred Junger who resigned and is moving from the area.

9. Secretary Duties/Acting and Recording Secretary -

Commissioners discussed having some administrative assistance with secretarial duties because of their individual time constraints. A minimum of three hours is the average prep per meeting. Some of the tasks are outlined in the by-laws. The person would assist with the agenda, notify neighboring parcel owners of meeting with applicants in a timely manner, communicate planning commission recommendations to the township and the county. Prepare appropriate, and make available, documents for each member a week prior to scheduled meetings. Meeting agenda, postings, and minutes to the township web master in a timely manner for website communication.

10. General Public Comment –

Kay Nickols, Supervisor, commended the board members on behalf of the Woodhull Township Board for their dedication to maintaining the integrity of the township planning, zoning and land use plan and their commitment to continue serving additional terms.

For the Record -

Chairman Scovill extended a heartfelt thank you to former member Mr. Fred Junger for his many years of dedicated service to the Woodhull Township Planning Commission. His leadership, diligence and dedication will continue to make a positive impact in the township. His efforts will be recognized for years to come.

11. Adjournment –

Motion made by Shaun Thronson, seconded by Rick Betts to adjourn at 7:53 pm.

A handwritten signature in cursive script, appearing to read "Fred Junger". The signature is written in dark ink and is positioned at the bottom center of the page.