

**PUTNAM TOWNSHIP  
PLANNING COMMISSION MEETING  
February 11, 2009  
MINUTES**

**CALL TO ORDER**

Chairperson Gannon called the meeting to order at 7:05 p.m. There were 37 citizens in attendance.

**ROLL CALL**

MEMBERS PRESENT: Porath, Gannon, Gazdecki, Balk, Ligon, Press, Dobis.

OTHERS PRESENT: Steven Van Steenhuyse, Planner (via teleconferencing), Tom Lewis, Zoning Administrator, Ingrid Weisz, Recording Secretary.

**CALL TO THE PUBLIC**

Opened 7:05 p.m.

Closed 7:06 p.m.

**APPROVAL OF AGENDA**

**Motion by Dobis & supported by Gazdecki to approve the agenda. MOTION CARRIED UNANIMOUSLY**

**APPROVAL OF MINUTES**

In the 1/14/09 minutes under New Business the sentence beginning 'Also, the 1500 square foot...' was deleted.

**Motion by Balk & supported by Press to approve the revised 1/14/09 minutes. MOTION CARRIED UNANIMOUSLY**

**Motion by Dobis & supported by Balk to approve the 1/28/09 minutes. MOTION CARRIED (Press abstained)**

**CORRESPONDENCE** None

**PLANNER'S REPORT** None

**ZONING BOARD REPORT** None

**TOWNSHIP BOARD REPORT** None

**LAND DIVISION REPORT** None

**ZONING ADMINISTRATOR** None

**PUBLIC HEARINGS**

A) Home-Based Business Amendment to the Putnam Township Zoning Ordinance (continued)

- 1) LSL Revisions from 1/28/09 meeting
- 2) Review public comments

Public Hearing opened at 7:13 p.m.

Don Kruse, 427 Rachel Marie Dr., wanted justification for the revisions line by line.

Mike Maloney, 4880 W. M-36, wanted the current ordinance abolished and all current Home-Based Businesses ('HBB') allowed.

Chris Hood, 7906 Heather Marie Ct., asked if any of the members of the Planning Commission had a Home-Based Business & felt someone with a HBB should be on the Commission.

Dan Glover, 4338 Burgess Rd., did not think the Planning Commission minutes were posted on the township website nor that this public hearing was in the newspaper.

Don Kruse, 427 Rachel Marie Dr., asked if boarding of 1 or 2 horses was considered a HBB.

Tony Bennett, 1968 Rolling Meadows, asked if this was an issue only in the lakes districts

Angelo Pecoba, 10866 Cedar Lake Rd., asked how many vehicles were allowed with a home occupation.

Mike Maloney, 4880 W. M-36, felt the determining factor should be whether there are written complaints by neighbors & if there are none, the business should not have to comply with any regulations.

Michelle Lamerato, 7593 Kice Rd., asked if a business had more than one employee, did it need to be in a commercial district.

Terry Rybak, 9650 Meadow Lane, asked about the number of patrons allowed to transact business in a Home-Based Business.

Dawn Walling, 4585 W. Schafer, has a snow plowing business on 10 acres & asked about numerous employees that do not work at the home, use of more than one truck, vehicles used for business and personal purposes, & the fee for a Special Land Use ('SLU') permit.

Mike Maloney, 4880 W. M-36, asked if the original ordinance had been abolished

Tony Bennett, 1968 Rolling Meadows, said those present & speaking up all had Home-Based Businesses and wanted this issue to be in the newspaper & on the township website.

Bob Hood, 7153 Cedar Lake Rd., asked why current HBBs can not be grandfathered.

Sarah Burg, 10734 Pondsides, asked for the date & location of the next Township Board meeting, the fee for a SLU permit, and how often fees needed to be paid for a SLU permit.

**Motion by Ligon & supported by Press to close the Public Hearing at 8:20 p.m.. MOTION CARRIED UNANIMOUSLY**

Van Steenhuyse went over his revisions and explained the proposed language. Members responded to citizens. Every five years the ordinance is reviewed and appropriate revisions are made. It was clarified that public hearings are always posted in The Argus newspaper and the agenda for each meeting is posted on the township website prior to the meetings. Minutes from a meeting cannot be posted until they are approved which occurs, at the earliest, at the next meeting.

It was reiterated that, instead of having nothing in the current (or previous) ordinance about HBB and thereby prohibiting all HBB, which means all current HBBs are operating in violation of the ordinance –the Township wants to institute regulations that are reasonable & workable for both business owners and residents. In this way, there would be a legal basis for operating a Home-Based Business without it bothering the neighbors. Problems with HBB have arisen not only in the lakes districts, but in other districts as well. Regulations for HBBs need to be applied uniformly, not piecemeal. Only businesses, operating continuously before the first ordinance was established in the seventies, are grandfathered; all others are unlawful under both the new and the old ordinance.

There was some discussion about stables and horse boarding. A commercial stable would need a Special Land Use permit. Having private stables in the AO and residential districts at least 3 acres in size is a permitted use.

Members discussed the number of allowable employees depending on the lot size. They are trying to find an appropriate threshold so that the township retains its residential nature. Most members felt that having one employee for a home occupation on one acre or more could be permitted without a SLU permit. On smaller lots, a permit could be required.

The number of patrons coming and going was also discussed. Customers dropping off items for service (as in a taxidermy service) was not seen as the same as customers needing to be there for a period of time to receive the service (as in a hairdresser).

The fees & exact requirements for a Special Land Use permit for Home-Based Businesses have not yet been determined. A Special Land Use permit stays with the property. If the owners move off the property, it does not go with the owners. The Township Board, not the Planning Commission, is responsible for setting fees. It is possible that the Board could waive or modify fees. The Commission will most likely recommend to the Board that the fees be kept at a minimum.

There are no Planning Commission members with Home-Based Businesses but there are Home-Based Business owners on the Township Board. The Planning Commission makes recommendations only; the Board has the final say.

Members discussed various alternatives, including expanding the blight ordinance, to cover HBBs and revising the categories to Home Occupations carried out within the home only and Home-Based Businesses operating out of an accessory structure. There is a desire to make this as simple as possible, which is not an easy task due to the complicated nature of this issue. Members are committed to drafting reasonable regulations for Home-Based Businesses. This discussion will continue at the next meeting.

### **OLD BUSINESS**

A) Discussion of Ordinance Issues List – postponed until the next meeting

### **NEW BUSINESS**

A) Temporary Use Permit discussion – postponed until the next meeting

### **OTHER BUSINESS** None

### **NEXT MEETING** 2/25/09 (with Van Steenhuyse on phone & Lewis in person)

- A) Home-Based Businesses Discussion
  - 1) LSL revisions
  - 2) Discussion of Off Street Parking Regulations
- B) Discussion of Ordinance Issues List
- C) Temporary Use Permits Discussion

### **CALL TO THE PUBLIC**

Opened at 9:45 p.m.

Renee Anderson-Field, 11067 Kennedy, was concerned about parking heavy equipment on residential streets and wants some kind of off street parking guidelines.

Chris Hood, 7906 Heather Marie Ct., asked about outdoor storage of trucks and equipment in a barn.

Dale Collingham asked if the SLU permit would state the permitted use and if it stays with the property if sold in the future.

Closed at 9:55 p.m.

**ADJOURNMENT**

**Motion by Balk and supported by Ligon to adjourn at 9:58 p.m. MOTION CARRIED UNANIMOUSLY**

**Ingrid Weisz  
Recording Secretary**