

**PUTNAM TOWNSHIP
PLANNING COMMISSION MEETING
August 26, 2009
MINUTES**

CALL TO ORDER

Chairperson Gannon called the meeting to order at 7:00 p.m. There were 3 citizens in attendance.

ROLL CALL

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

OTHERS PRESENT: Ingrid Weisz, Recording Secretary.

CALL TO THE PUBLIC

Opened 7:01 p.m.

No comments.

Closed 7:02 p.m.

APPROVAL OF AGENDA

Motion by Balk & supported by Porath to approve the agenda. MOTION CARRIED UNANIMOUSLY

APPROVAL OF MINUTES

A couple of changes were made to the 8/12/09 minutes.

Motion by Porath & supported by Gannon to approve the revised 8/12/09 minutes. MOTION CARRIED UNANIMOUSLY

CORRESPONDENCE

A) Webster Township Planning Commission's intent to amend their Master Plan.

Members discussed VanSteenhuysen's comments.

Motion by Balk & supported by Ligon to have a letter drawn up thanking Webster Township for sharing their Master Plan amendments & stating that the Planning Commission has no comments. MOTION CARRIED UNANIMOUSLY

B) Gannon received an email from Keith Tianen asking if he and Elizabeth Riggs could make a presentation to the Commission in regards to 2 items: 1) an update on the Portage Creek Watershed Study and 2) a discussion of HRWC's recommendations for amending township zoning ordinances.

PLANNER'S REPORT None.

ZONING BOARD REPORT None.

TOWNSHIP BOARD REPORT

Dobis reported on the 8/19/09 meeting.

LAND DIVISION REPORT None.

ZONING ADMINISTRATOR

Members reviewed his list.

PUBLIC HEARING None.

OLD BUSINESS

A) Adoption of Principles of Governance

Gannon was unable to change the names on this PDF document. He will ask the office to make the revisions. Members also wanted to review the Planning Commission's Bylaws.

B) Proposed Text Amendment; Chapter 31, Sec. C General Standards for Signs.

Members reviewed and made changes to Van Steenhuyse's text. Reader boards seemed appropriate in the commercial & industrial districts as long as they were not of the scrolling type. They were prohibited in residential areas. Members wanted the planner to review the rest of the sign ordinance for any further conflicts.

C) Proposed Text Amendments to Chap. 26, Chap 29, and Chap 31 Sec.2D

VanSteenhuyse is still researching the Chapter 26 and 29 text so those will be reviewed at the second September meeting after that research is complete. Members reviewed the changes to Chapter 31 Sec.2D and made some revisions for VanSteenhuyse to implement.

NEW BUSINESS

A) Planning Consultant discussion

Members were interested in reviewing their requirements for a planner & considering candidates who are local and familiar with the area, who would advance the philosophy & goals of Putnam township expressed in the Master Plan, and who could attend meetings in person for a reasonable fee. Ligon will do some research on this topic and the discussion will continue at the 9/23 meeting.

FUTURE MEETINGS

A. 9/9/09

1. Public Hearing for Special Land Use Permit for a commercial child daycare center
2. Principles of Governance Adoption
3. Review of Bylaws

B. 9/23/09

1. Proposed Text Amendments to Chapter 31, Sec. C, General Standards for Signs
2. Chapter 26, Table 26-2
3. Chapter 29, Sec. 25
4. Tianen Presentation
5. Planner Consultant Discussion

CALL TO THE PUBLIC

Opened at 8:45 p.m.

No comments.

Closed at 8:46 p.m.

ADJOURNMENT

Motion by Balk and supported by Dobis to adjourn at 8:46 p.m. MOTION CARRIED UNANIMOUSLY

Ingrid Weisz

Recording Secretary