

**Minutes from the
Almira Township Planning Commission Meeting**

February 6, 2024

6:00 p.m.

Call to Order: Chairperson Ratajczak called the meeting to order at 6:04 p.m. at the Almira Townhall in the Village of Lake Ann.

Members Present: Ryan Ratajczak, Duane Newman, Kurt Swartz, Shannon Jordan, Lori Florip, Melisa Martin, Vince Edwards.

Additions/Deletions to Agenda: Under New Business: add Item A. Camp, Recreational – Advent Lutheran Church

Approval of Agenda: *Motion by* Edwards, supported by Swartz, to approve the agenda as amended. All ayes, no nays, motion passed.

Approval of Minutes: *Motion by* Swartz, supported by Edwards, to approve the meeting minutes of January 9, 2024, as presented. All ayes, no nays, motion passed.

Brief Public Comment: None

Zoning Administrator: Z/A Preston presented and discussed her reports asking if any questions.

Township Board Representative: Township Board member Florip reported that the Township Board had held a budget workshop, some roads will be getting repaired, generator for the township office, and ARPA fund projects are being worked on.

Zoning Board of Appeals Representative: No meetings have been scheduled.

Intergovernmental Representative: Vince Edwards, Lake Ann Village Council member, stated that the Village Council will be holding a public hearing on Short Term Rental Ordinance for the Village and a public hearing for the Village budget in February.

Conflict(s) of Interest: None

Guests: None

Old Business:

- A. Master Plan – Final Review Prior to Public Hearing:** General discussion took place with emphasis on removal of all light industrial references in the Master Plan. Township Supervisor should be taking the lead on letting Networks Northwest know about the “less than desirable” service received.
- B. Zoning Ordinance Amendment: Section 4.07 Camping/Recreational Vehicles:** Discussion took place with a cross reference of this section to mention the Dismantled or Inoperable Motor Vehicle Ordinance that the Township also has.
- C. Zoning Ordinance Amendment: Section 4.09: Second Dwelling on Parcel:** Discussion took place after further reviewing of the proposed language. Suggestion of adding “removal of Temporary Dwelling” to Section 9.05. Definition of Mobile Home

should also be updated. Put this back on the March meeting agenda. Section 4.08 needs further discussion also.

- D. Zoning Ordinance Amendment: Section 4.29: Utility Scale Solar Energy Systems:** This amendment language was reviewed at previous meetings and can be added to the list of amendments for a future meeting for public hearing. Section 4.30 is also okay with the Planning Commission and should be added to the amendments list for future public hearing.
- E. Zoning Ordinance Amendment: Article I Section 1.05: Limitation of ZO:** This amendment language was reviewed at previous meetings and can be added to the list of amendments for a future public hearing meeting.
- F. Zoning Ordinance Amendment: Section 4.25: Animals:** This amendment language was reviewed at previous meetings and can be added to the list of amendments for a future public hearing meeting.
- G. Zoning Ordinance Amendment: Article III: Definitions, Non-Conforming Lot of Record, Kennel, Structure, Open Fences:** This amendment language was reviewed at previous meetings and can be added to the list of amendments for a future public hearing meeting.
- H. Accessory Building Minor permit requirements – Review:** Discussion took place with the Planning Commission requesting that no permit be required for accessory buildings.
- I. Special Use Review: Event Centers Discussion:** This was discussed at the January meeting and can be removed from future agendas.

New Business:

- A. Camp, Recreational – Advent Lutheran Church:** Z/A Preston informed the Commissioners that the Church would like to apply for allowance for a day camp for children 5 to 12 year olds during the summer. Z/A Preston has no initial concerns. Commissioners stated that a formal application and fees need to be in place for the 30-day requirement before being put on any meeting agenda.

Extended Public Comment: None

Commissioner Comments: None

Chair Comments: Ratajczak noted that there was perfect attendance at this meeting and thanked everyone for their work.

Adjourn: Chairperson Ratajczak adjourned the meeting at 8:19 p.m.

Mary Dort, Recording Secretary