

These are the minutes of the November 5, 2009 Salem Twp. Planning Commission meeting.

Meeting called to order at 7:30 p.m. by Chairman Shields.

Present: Shields, Boyles, Heasley, Oosterink Blakeslee, Berens, Myers and Bob Jones of PCI.

Absent: none

Boyles made a motion to approve the 9/1/09 and 9/21/09 minutes as presented, Blakeslee seconded, motion carried.

Public comment: none

Conflict of Interest: none

New business:

Chuck & Kathy Rynbrandt are requesting a SUP to build a pole barn (approx. 30' x 24') in front of their house located at 4531 34<sup>th</sup> St., Zeeland, MI, parcel #0319-008-005-31, zoned A-1. Bob Jones presented a summary of the request which is attached and made a part of these minutes. After further discussion, Oosterink made a motion to approve the SUP as presented, with the condition of a 20' minimum side yard and the façade of the building being similar to the house. Boyles seconded, motion carried.

Township Board update: Boyles

Other: Discussion on procedures of PCI and time requirements for requests. It was decided that all new requests from PCI be given to the PC secretary a minimum of 5 days in advance of the newspaper posting deadline. (be to the Secretary the Friday before the Wednesday deadline) Also, PC members are to be notified 5 days prior to a scheduled meeting with any review/recommendations for such new request. This will allow time for the PC members to further review the request, visit the site, etc. Right now correspondence from the PCI and Mark Sisson are not coming to the members in a timely fashion. (day or night of meeting is not acceptable going forward)

Also discussed was the chain of command of PCI to the Planning Commission. Bob Jones pointed out that PCI operates under Township Board direction, of which the supervisor is the contact person. They do not operate directly under Planning Commission.

Shields as Chairman is concerned that PCI doesn't follow the Planning Commission requests without first consulting the Supervisor.

Discussion centered around lack of communication between both boards; the Township Board and/or Supervisor should also make the PC aware of any business going on with

PCI that involves the PC. There is a concern that the Township Board is making decisions concerning the PC without PC awareness. The letter regarding home businesses was an example.

Suggested resolution by Bob Jones: a meeting should be requested with all Planning Commission members and Township Board members (and may include PCI) to define the chain of command and address communication issues. The idea is generally supported by the PC.

No further business, Oosterink made a motion to adjourn, Berens seconded, motion carried. Meeting adjourned at 8:10 p.m.

Submitted by,

Cris Heasley, Secretary  
Salem Township Planning Commission