

THORNAPPLE TOWNSHIP PLANNING COMMISSION

Regular Meeting, Monday, July 27, 2020

1. Call to Order:
 - a. The meeting was called to order by Chairperson Tom Kilgore at 7:00 p.m. by teleconference at (978) 990-5348 Access code: 7315428#.
 - b. Present on the call: Elaine Denton, Bryan Finkbeiner, Linda Gasper, Elizabeth Hansson, Tom Kilgore, Sandra Rairigh and Craig Wandrie. Also Present: Catherine Getty, Amy Brown, Sue Dykstra and Kelly Lewis.

2. Approval of Agenda:

MOTION by Gasper, **SUPPORT** by Rairigh to approve the Agenda, as printed. **MOTION CARRIED** with 7 yes voice votes.

3. Approval of Minutes:

MOTION by Finkbeiner, **SUPPORT** by Denton to approve the June 22, 2020 minutes. **MOTION CARRIED** with 7 yes voice votes.

4. Citizen Comments: None

5. Public Hearings: None

6. New Business:
 - a. Special Use 115 – Janose/Oetman Mineral Extraction – 1-month special use renewal extension to August 24, 2020. Board members discussed the next meeting date out and decided an extension to September 28 would be more appropriate. Finkbeiner asked Getty if there had been any complaints. Getty replied she had not received any.

MOTION by Rairigh, **SUPPORT** by Gasper to recommend approval of extending Special Use # 115 to September 28, 2020. **Roll Call Vote:** Finkbeiner- Yes, Denton- Yes, Gasper- Yes, Hansson-Yes, Kilgore- Yes, Rairigh-Yes, Wandrie-Yes. **MOTION CARRIED** with 7 yes votes.

7. Unfinished Business:
 - a. Special Use #145 / Site Plan #118 – Greenhouse Special Event Venue. Gasper stated that all the requirements had been met and felt there was no reason to not issue the special use permit. Denton suggested the clarification of item i. attendees under 1. located on page 2 of the enclosed memorandum regarding SU #145/ Site Plan #118. Denton requested addition of ‘inside the building’ after 99 people so as to clarify that more people could be at the event but remain outside the greenhouse at any given time.

MOTION by Gasper, **SUPPORT** by Finkbeiner to approve Special Use # 145 / Site Plan #118 as amended with the clarification that 99 people could be present within the

greenhouse with additional attendees remaining on the grounds at a given event as noted under “item i. Attendees” found in section 1 of the memorandum regarding Special Use #145 / Site Plan # 118. **Roll Call Vote:** Finkbeiner- Yes, Denton- Yes, Gasper- Yes, Hansson-Yes, Kilgore- Yes, Rairigh-Yes, Wandrie-Yes. **MOTION CARRIED** with 7 yes votes.

- b. Resolution 12-2020 – Master Plan Update Recommendation of Adoption to Township Trustees. Getty stated that she was informed after last month’s meeting that the recommendation needed to be made by a resolution rather than by a motion. There had not been any changes to the Master Plan but rather that the vote was a procedural issue. Getty asked if there were any questions regarding the resolution. There were not.

MOTION by Gasper, **SUPPORT** by Denton to approve Resolution 12-2020 - Master Plan Update Recommendation of Adoption to Township Trustees. **Roll Call Vote:** Finkbeiner- Yes, Denton- Yes, Gasper-Yes, Hansson-Yes, Kilgore- Yes, Rairigh-Yes, Wandrie-Yes. **MOTION CARRIED** with 7 yes votes.

8. Committee Reports: None

- a. Ordinance Committee [Kilgore, Finkbeiner, Rairigh, Gasper (alt)]
- b. Site Plan Committee [Denton, Finkbeiner, Wandrie, Hansson(alt)]
- c. Joint Planning Committee [Denton, Gasper, Rairigh, Kilgore, Getty(alt)]

9. Administrator’s Report:

- a. Zoning Activity Report – Finkbeiner inquired as to why there was two permits pending. Getty clarified that the person requesting the permit was in the process of completing items required to submit their permit so therefore it was pending.
- b. Code Enforcement Report – This will be included in the next meeting scheduled.

10. Commissioner Comments: None

11. Adjournment:

MOTION by Finkbeiner, **SUPPORT** by Gasper to adjourn the meeting at 7:22 p.m.
MOTION CARRIED with 7 yes voice votes.

Sandra Rairigh, Secretary

Amy Brown, Recording Secretary

Approved _____