

**PLANNING COMMISSION  
TOWNSHIP OF ONTWA – COUNTY OF CASS**

**MINUTES FOR PLANNING COMMISSION HELD ON  
WEDNESDAY  
October 5, 2022 @ 7:00 PM**

**Members in Attendance:** Chris Marbach, Sandra Seanor, Don Delong, Mike Mroczek, Dawn Bolock, Shane Szalai, William Mahaney

**Members Absent:** Richard Gates

The Planning Commission meeting was called to order by Chairman Marbach at 7:03pm.

**Pledge of Allegiance:** Chairman Marbach led the Pledge of Allegiance

**Agenda approval:** Chairman Marbach welcomed the members and audience. He noted a small correction to the agenda identifying that the Eagle Ridge Land Division request listed under item 5 c. should be moved up on the agenda to item 4. Land Divisions. He then asked for a motion to approve the agenda as amended. A motion was made by Don DeLong, second by Mike Mroczek. Motion carried with all in favor. None opposed.

**Approval of Past Minutes:** Chairman Marbach called for approval of the minutes from the Planning Commission meeting of 8/3/2022. Motion made by Mike Mroczek to approve, seconded by Don Delong. Motion carried with all in favor. None opposed.

**Land Division/New Business:** Berne Miller, consultant for the developer explained that the land division is being made to adjust the previously listed lots one and two. The two lots will no longer be included in the Eagle Ridge Development and after the land division will become two separate parcels.

The Zoning Administrator noted that the Assessor cannot approve the Land Division as proposed because the request crosses a section line, which is not allowed by the County. The Zoning Administrator proposed moving the Land Division lines to isolate the requested divisions south of the east-west section line per the County requirements. The applicant acknowledged and agreed to the changes. A motion was made by Dawn Bolock to approve the Land Division contingent upon the changes as articulated above and to move the parcel splits as identified, seconded by William Mahaney. Motion carried with all in favor. None opposed.

**New Business:**

**(a.) Home Occupation Application – J Kereszturi 71365 Adamsville Rd**

Chair Marbach noted that the application for a Home Occupation may not be necessary as he proceeded to ask the applicant to explain his business purpose. Mr. Kereszturi explained that he intended to develop a roadside stand type operation, raising chickens to sell eggs and produce on his property. He noted that he had a long driveway lane that would provide off road safety for patrons wishing to buy his eggs and produce at his roadside stand.

Further discussion by the Planning Commission determined that a Home Occupation application was not needed in this case. Mr. Kereszturi was thanked for his due diligence and wished luck in his new business venture. Motion to eliminate the Home Occupation Application as it is not needed in this case, made by Sandra Seanor, seconded by Don Delong. Motion carried with all in favor. None opposed.

**(b.) Eagle Ridge Private Rd. Application**

Berne Miller, representing the developer noted that he had not received the required maintenance and access agreements. Mr. Miller recommended tabling the application request until the appropriate documents become available.

The was discussion on the part of the Planning Commission culminating in a motion by William Mahaney to table the application until all required documents are received, seconded by Sandra Seanor. Motion carried with all in favor. None opposed.

**(c.) Master Plan Review and Update**

Chairman Marbach asked Secretary Seanor to explain the Master Plan review process. She noted that to kick off the Master Plan update the Planning Commission first had to identify that the Master Plan needed to be updated. Once confirmed the Ontwa Planner would initiate the Notice of Master Plan Update with the Township's partners including but not limited to Cass County, the Village of Edwardsburg, and other township partner agencies.

She further asked that each of the Planning Commission members forward any questions, concerns, comments, changes or updates to the Zoning Review Committee as they move through the process. There are many steps to document through the update process, which will be spearheaded by the Wm and Works Planner, Andy Moore. Motion to proceed with Wm and Works to review and update the Master Plan made by Don Delong. Bill Mahaney seconded the motion carried with all in favor. None opposed.

**Committee Reports:** The Chairman asked for Committee reports. Seanor noted that a final draft Solar Ordinance will be reviewed Zoning Review Committee during its October 11, 2022 meeting.

Additionally, Secretary Seanor suggested that the full Planning Commission forward any recommendations for clarifications to the Site Condo Ordinance, Subdivision and Site Planning process requirements (citing the clarity required regarding the measurement of lot depths, which may only be measured from the right of way line and not the street centerline etc.) Several other suggestions were verbalized, and she again asked that each of these clarifications be forward to the entire Zoning Review Committee so that our Planner can appropriately address each recommendation.

**Public Comment:** The Chair noted that there were no members of the public present and proceeded adjourn the meeting.