

**PLANNING COMMISSION MINUTES**  
**WEDNESDAY FEBRUARY 7<sup>th</sup>, 2024 @ 7:00 PM**

**Members in Attendance:** Chris Marbach, Sandra Seanor, Meryl Christianson, William Mahaney, Todd Haberland, Mike Mroczek, Shane Szalai

**Members Absent:** Richard Gates, Don Delong

Chairman Marbach called the meeting of the Ontwa Township Planning Commission to order at 7:00pm

**Pledge of Allegiance:** All rose for the pledge of allegiance.

Chairman Marbach welcomed everyone, stating that there was a quorum present.

**Agenda:** Chairman Marbach asked if there were any changes, corrections or additions to the agenda as presented. Motion to approve – Mike Mroczek and Meryl Christensen seconded. All were in favor, and the motion carried.

**Approval of December 12, 2023, Minutes:** Chairman Marbach asked for questions or corrections. He stated there was a request from Attorney Palacios asking for additional information to be included in the minutes. Discussion followed. Conclusion that typos and miss spelled words would be corrected but the minutes will stay the way they were written. Mike Mroczek made motion to approve minutes as presented with correction of spelling errors, Second from Todd Haberland. All in favor. Motion carried.

**Land Divisions:** There were no Land Divisions

**New Business:**

**Election of Officers:** Sandi Seanor made a motion to elect the following officers: Chairman: Chris Marbach, Vice Chair: Shane Szalai, Secretary: Mike Mroczek, Recording Secretary: Tina VanBelle. Second from Todd Haberland. All in favor. Motion carried.

**2023 Annual Report:** Chairman Marbach made a few changes to the 2023 Annual Report. Additional information about zoning administrator was included and changes updated. Sandi Seanor made a motion, seconded by Bill Mahaney, to approve the Annual Report with the changes. All in favor, motion carried.

**Old Business:** No Old Business

**Committee Reports:**

**Master Plan Update:** Sandi Seanor stated that Williams and Works are in the process of updating the Master Plan. People had the chance to send in comments on how they would like to see changes in the township and village with land use. Several people have sent in ideas for the land use map. There was a complaint about inconsistent coloring of the maps with the township and

village. Andy will be putting together updated maps. Changes will be made to get the same color.

**Zoning Ordinance:** Sandi Seanor said there will be a Zoning Ordinance review committee meeting set for early March. On the agenda will be Section 3.26-f. Updates must comply with current standards. Some clarifications on zoning and building code issues. The possibility of certain language removed, hopefully making it easier to read and understand. Updates should bring clarity to the Zoning Administrators job.

**Public Comment:** Jerry Marchetti encouraged the board members to take advantage of the MSU citizens planner zoom session. A board member noted flyers were passed out for this program.

**Announcements:** Chairman Marbach announced that township clean up days are April 27<sup>th</sup>. Volunteers are needed.

**Adjourn Meeting:** Chairman Marbach adjourned the meeting 7:28pm.

Respectfully submitted:

Tina VanBelle, Recording Secretary