

**Exeter Township  
Planning Commission Minutes  
And Public hearing Minutes  
May 1, 2018**

Planning Commission Chairperson David Schafer called the meeting to order at 7:03 pm and opened with the Pledge of Allegiance.

**Roll Call:** Present: Roger Bezek, John Bills, Dan Boggs, Leonard Kernyo, Rico Perez and David Schafer  
Excused: William Gay  
Guests: Lucie Fortin, planner Mannik & Smith

**Correction / Approval of Agenda:**

- ❖ **Motion: David Schafer, 2<sup>nd</sup> John Bills:** To accept the meeting agenda as presented. **Motion carried.**

**Recess Planning Commission Meeting**

- ❖ **Motion: David Schafer, 2<sup>nd</sup> John Bills;** To recess planning commission meeting. Planning commission meeting recessed at 7:10 pm. **Motion carried.**

**Open Public Hearing**

Exeter Township Planning Commission chairperson David Schafer announced, that on the advice of the township attorney, the applicant, Mr. Tennant will need to clarify the intended purpose of his Special Land Use request. The public hearing will need to be postponed until the public hearing can be rescheduled and revised notice(s) be issued. The township supervisor will meet with the applicant.

- ❖ **Motion: Leonard Keryno, 2<sup>nd</sup> Rico Perez;** To postpone and reschedule the public hearing concerning the Special Land Use of Mr. Brandon Terrent on the recommendation of the township attorney **Motion carried.**

**Reconvene Planning Commission Meeting**

- ❖ **Motion: John Bills, 2<sup>nd</sup> Dan Boggs;** To reconvene planning commission meeting. Planning commission meeting reconvened at 7:15 pm. **Motion carried.**

**Approval of Minutes:**

Planning commission meeting minutes from April 3, 2018 were read.

- ❖ **Motion:** Leonard Kernyo, 2<sup>nd</sup> Rico Perez: To accept the April 3, 2018 planning commission meeting minutes as presented. **Motion carried.**

**First Public Comment:**

None

**Old Business:**

1). Due to the postponement of the Special Land Use Public hearing, item #1 on the agenda is tabled.

2). Exeter Township planner, Lucie Fortin, responded to several questions concerning the proposed ordinance concerning Hobby (Private) / Commercial Kennels.

A). While scheduled inspections (to insure compliance) can be mandated in the provisions of the proposed ordinance, normal ordinance enforcement procedures should cover any complaints or non-compliance issues.

B). Exeter Township Ordinance handbook (Article 18, Section 18 par #2) grants the Exeter Township Board power to review and if determine if a non-compliance issue exists. The Building Official may issue a "Stop-Work Order" and the township board may call the Special Land Use permit holder to appear before the board. The township board may revoke the special land use permit. This provision applies to all Special Land Use permits.

3). Exeter Township planner, Lucie Fortin, provided a summary of all proposed definitions and wording changes (within multiple articles) of the Exeter Township Ordinance Handbook. Proposed changes that were discussed are included in Sections 3, 5, 6, and Sections 16, through 23. Major revisions within Section 24 (Ordinance Administration and Enforcement) were also discussed. The Exeter Township Board had requested an opportunity to review and comment on this draft (2<sup>nd</sup> re-write dated 4/22/2018) before a public hearing date was set.

Copies of the draft changes (dated 4/23/2018) will be provided to all township board members prior to their regularly scheduled May 15, 2018 meeting. Review of this proposed ordinance change will be placed on the (public) agenda. Planning commission secretary, Roger Bezek, will be at the township board meeting to respond to any feedback for the board members. Any changes suggested by the board may be incorporated into the proposed ordinance at the May 15, 2018 meeting and may be ready for a public hearing to be set.

4). Planning commission members discussed the status of all outstanding proposed zoning ordinances.

- A). Solar Energy Systems (all new ordinance)
  - reviewed by Monroe County Planning
  - final review by Exeter planning commission completed
  - waiting for public hearing date to be set
  
- B). Hobby / Commercial Kennel (revision / changes to current ordinance)
  - final review by Exeter planning commission completed
  - waiting for public hearing date to be set
  
- C). Revision / changes to multiple sections of the current Exeter Township Zoning Ordinance handbook concerning duties and responsibilities of Building and Zoning officials
  - review of 2<sup>nd</sup> draft (dated 4/23/2018) by Exeter Township board and action on any suggested changes (review scheduled for May 15, 2018 meeting)
  - action on board recommendation to be forwarded to Lucie Fortin to be incorporated into draft ordinance proposal
  - waiting for public hearing date to be set (NOTE: minimum 15 day timeframe to be met before public hearing date)

❖ **Motion: Dan Boggs, 2<sup>nd</sup> Rico Perez:** To have the Exeter Township clerk set a public hearing for June 5, 2018 at 7:00 pm for the three outstanding proposed ordinances and the reschedule Special Land Use request of Mr. Brandon Tennant.. The clerk is to publicize the public hearing as required. **Motion carried.**

The proposed ordinance "Solar Energy Systems" and "Hobby / Commercial Kennels" have been reviewed (final) by the township planning commission. All efforts should be made to incorporate any suggested changes from the township board into the multi section revisions concerning Building Official and Zoning duties and responsibilities in a timely manner (meeting the 15 day publication deadline for a public hearing). If publication deadline cannot be met, the item can be removed from the public hearing agenda.

The rescheduled public hearing concerning the Special Land Use request of Mr. Brandon Tennant will need to be in separate publicized notice (and letter to neighbors). This is assuming Mr. Tennant and the township attorney come to an agreement on a clarification of the intended purpose of his special land use request ("**assembly of firearm components**") was suggested by the planning commission members.

**New Business**

None.

**Second Public Comment:**

1). The next scheduled Exeter Township Planning Commission meeting (and Public Hearing) will be held Tuesday June 5, 2018 at the Exeter Township Hall, beginning at 7:00 pm.

❖ **Motion: Dan Boggs, 2<sup>nd</sup> John Bills;** To adjourn meeting. **Motion carried.**  
The meeting adjourned at 7:52 pm.

Respectfully submitted, \_\_\_\_\_

Roger Bezek, secretary  
Exeter Township Planning Commission