

**Exeter Township  
Planning Commission Minutes  
December 4, 2018**

Planning Commission chairperson, David Schafer, called the meeting to order at 7:00 pm. The meeting opened with the Pledge of Allegiance.

**Roll Call:** Present: Roger Bezek, John Bills, Dan Boggs, William Gay, Leonard Kernyo,  
Rico Perez, and David Schafer  
Guests: Robert Queen, Supervisor Exeter Township

**Correction / Approval of Agenda:**

The meeting agenda was accepted as presented.

**Approval of Minutes:**

Planning commission meeting minutes from November 6, 2018 were read. There were two corrections to the printed minutes. Corrected the last name of the township supervisor and corrected the date in Old Business item # 2 to September 2, 2018.

- ❖ **Motion:** Leonard Kernyo, 2<sup>nd</sup> Rico Perez: To accept the November 6, 2018 planning commission meeting minutes as corrected. **Motion carried.**

**First Public Comment:**

None

**Old Business:**

- 1). The approved Exeter Township Zoning Ordinances were published in the Monroe News on November 26, 2018 and are now effective.
- 2). Printed copies of the Exeter Township Ordinance handbook (updated December 3, 2018) were provided to all planning township members.
- 3). Responses to questions concerning the issuance of conditional Special Land Use permits and demolition of building on agricultural land were read. These questions from the November planning commission meeting were sent to Lucie Fortin, Exeter Township planner (with Mannik & Smith Group). Planning commission members inquired about the specific parcel where the house was <sup>to be</sup> torn down but the barns left standing. As these questions were for information only, no action was taken.

*Un-approved minutes*

2019  
4). The regularly scheduled January 2019 Exeter Township planning commission meeting will fall on January 1, 2019 (New Year's Day holiday). After discussing the procedure for issuing conditional Special Land Use permits, it was agreed to schedule a public hearing for a "Hobby Kennel" request during the January 2019 planning commission meeting.

Since the first Tuesday in January falls on January 1, 2019 (New Year's Day holiday) It was decided to re-schedule the January planning commission meeting and public hearing. So as not to conflict with any other scheduled township meeting, the January planning commission meeting (and public hearing) will be re-scheduled for Monday January 7, 2019 beginning at 7:00 pm.

**New Business**

1). Planning commission members were asked to read Sections 1-~~4~~<sup>5</sup> in the Exeter Township Zoning handbook and look for any possible updates / corrections / amendments / changes. Any possible revisions will be discussed during the regularly scheduled February 2019 planning commission meeting.

**Second Public Comment:**

1). It was pointed out that an "approved" (corrected) version of the September Planning Commission meeting minutes were not available on the township website. In response, the planning commission secretary said once a copy of the minutes was provided to the township office and put on the website; the minutes cannot be later changed to account for any corrections. Corrections to "un-approved" meeting minutes are "recorded" at the following planning commission meeting and detailed in that meeting's minutes.

The secretary will investigate if this is still the acceptable (legal) method to publish (to the township website) planning commission meeting minutes. The commission members felt it is better to publish corrected and "approved" meeting minutes only. Publishing meeting minutes which are then corrected later and only documenting these changes in the following month's meeting minutes is a confusing method of recording the planning meeting business.

2). The applicant for a "Hobby Kennel" Special Land Use request announced that she is withdrawing her request. She was asked to request her withdrawal in writing (to the Exeter Township clerk). The applicants check for the Special Land Use fee (newspaper announcement) will be returned.

- ❖ **Motion: John Bills, 2<sup>nd</sup> Dan Boggs:** To cancel the re-scheduled January 7, 2019 Exeter Township Planning Commission and public hearing (due to withdrawal of Special Land Use request).

**Motion passed.**

~~Un~~-approved minutes

3). The next scheduled meeting of The Exeter Township Planning Commission will be held February 5, 2019 at the Exeter Township Hall beginning at 7:00 pm.

- ❖ Motion: David Schafer, 2<sup>nd</sup> William Gay: To adjourn meeting. Motion passed.  
The meeting was adjourned at 7:45 pm.

Respectfully submitted, 

Roger Bezek, secretary  
Exeter Township Planning Commission