

**SULLIVAN TOWNSHIP PLANNING COMMISSION
MEETING MINUTES JANUARY 8, 2019**

1. THE MEETING WAS CALLED TO ORDER AT 5:30 P.M. by Chairman Anton.

2. ROLL CALL:

Members Present:	Tom Anton, Sue Buckner, John Carr, Eloise Jarka, Jim Kotecki
Members Absent:	Glenn Gustafson, Tom Jasick
Guests:	1 Resident, 1 Surveyor/Support individual

3. MINUTES FROM THE NOVEMBER 29, 2018, SPECIAL MEETING: Review of the November 29, 2018, minutes, which was postponed at the December 8, 2018 meeting, were discussed and, on a motion from Sue Buckner supported by Eloise Jarka, were unanimously approved with the addition of the recommendation to discuss development of trails for horseback riding as a form of public recreational use.

MINUTES FROM THE DECEMBER 12, 2018, SPECIAL MEETING: The minutes were presented by Chairman Anton and a motion from Sue Buckner, supported by Eloise Jarka, to accept the minutes as presented was unanimously approved by all members present.

4. APPROVAL OF AGENDA:

- Whispering Whitetails Private Street Review**
- Parks & Recreation Plan Development**
- Schedule of Meeting Dates for 2019**
- Fairgrounds Issues**
- Appointment of Officers**

Whispering Whitetails Private Street Review: The Township's Professional Planner has reviewed the paperwork submitted by the owner of the proposed private street and had several comments based on the Ordinance concerning private streets, along with suggestions for conforming to, or waiving, specific conditions as approved by the Township Attorney. This should be accomplished through use of a maintenance agreement which clearly outlines the approval(s) executed by the owner and the Conservation District. The Drain Commissioner, Road Commission, fire department, Zoning Administrator and Department of Public Works should all approve conditions of the private street agreement via signature prior to initiation of construction.

Following a review of the proposed private road by the surveyor, electrical service access, easements and the maintenance agreement were described. The Professional Planner will be provided with descriptions of the Surveyor's comments. It is anticipated that responses will be available by the next scheduled Planning Commission meeting. Chairman Anton will provide a copy of the information to the Planner.

Parks & Recreation Plan Development: The Planner has provided copies of the resolutions for signature by the Planning Commission and the Township Board after action at their next meetings, if each group approves the Recreation Plan which will be presented at the Public Hearing on January 15, 2019. Following a decision to approve or deny the Plan, a special Board meeting will held immediately following the Public Hearing to vote on the issue.

Schedule of Meeting Dates for 2019: Jim Kotecki offered a motion to approve the draft calendar of meeting dates for 2019. This was supported by John Carr and unanimously approved by members present.

Fairgrounds Issues: Clarification of fairground issues was postponed until all members are present.

Appointment of Officers: A motion was presented by Jim Kotecki and supported by Sue Buckner that the existing officers be retained in their present positions for 2019. Tom Anton will continue as Chairman, John Carr as Vice Chairman and Eloise Jarka as Secretary following unanimous approval of members present.

5. FUTURE MATTERS TO BE REVIEWED BY THE PLANNING COMMISSION: In subsequent meetings the Planning Commission will review the following topics:

- Fairgrounds improvements
- Recreational marijuana
- Accessory building sizes
- Frequency of Park funding requests
- Horse riding trails for parks

6. OPEN DISCUSSION FOR ITEMS NOT ON THE AGENDA:

7. PUBLIC HEARING DATE: January 15, 2019, 5:30 p.m.

8. NEXT REGULAR MEETING DATE: February 12, 2019, 5:30 p.m.

9. MOTION FOR ADJOURNMENT: A motion to adjourn at 7:05 p.m. was made by Sue Buckner, seconded by Jim Kotecki and unanimously approved by members present.

Respectfully submitted:

Eloise Jarka, Secretary
Sullivan Township Planning Commission