

BERRIEN TOWNSHIP PLANNING COMMISSION

MEETING MINUTES

Monday, May 8, 2017

CALL TO ORDER

The Berrien Township Planning Commission met on Monday, May 8, 2017 at 7:00 p.m. for a regular meeting. Chairman Karen O'Dell called the meeting to order and opened with the Pledge of Allegiance to the American Flag.

ROLL CALL

Planning Commission Members Present: Chairman - Karen O'Dell, Vice Chairman - Ron Harner, Julie Burke, David Riedlinger and Dale Sherwood

Members Absent: Secretary - Doug Shelton and Chris Sill

Others Present: Phyllis Palmer, Mary Simko, Bryan Bixby and Recording Secretary - Rebecca Stephenson

MINUTES

Motion by Ron Harner, supported by Dale Sherwood, to approve minutes from the March 13, 2017 meeting of the Planning Commission. All ayes, none opposed. **Motion carried.**

BUILDING PERMITS

There were twelve (12) building permits and two (2) zoning permits issued in April 2017 with total fees collected of \$1,879.00. Five (5) electrical permits were issued with total fees of \$906.00.

NEW BUSINESS

Special Use Permit – request for Public Hearing:

Phyllis Palmer, realtor with Cressy & Everett Real Estate, attended the meeting representing client Lucile Sabas. She presented the request to change a single family dwelling to a multiple family dwelling in A-R District which would require a Public Hearing. Property 11-04-0135-0005-10-2 located at 11450 S. Lake Chapin Rd. and is currently owned by Stanley and Sandra Smith. They reside in Arizona and rent two of the units and use one for themselves when in the area. The units are all attached, with the main home located in the center. Ms. Sabas would like to purchase the property and be allowed to live in one unit and rent the remaining two units. Each unit has separate front and rear entrances, full sized kitchens, baths, bedrooms and living areas. There is adequate parking for all.

It was questioned whether the well and septic was capable of fully functioning for three units. Ms. Palmer agreed to check with the Berrien County Health Department for verification of size and locations and required regulations. Fire walls were also a possible concern that may need reviewed. A site plan will also need to be presented at a public hearing.

Motion by Ron Harner, supported by Dave Riedlinger, to set a public hearing for June 12, 2017 for the requested Special Use. All ayes, none opposed. **Motion carried.**

ADJOURNMENT

Motion by Ron Harner, supported by Dale Sherwood, to adjourn the meeting. All ayes, none opposed. **Motion carried.** Meeting adjourned at 7:34 p.m.

Minutes as recorded by Rebecca Stephenson, Planning Commission Recording Secretary and approved by:

Karen O'Dell, Chairman