

ATHENS TOWNSHIP
PLANNING COMMISSION MEETING
7:00 pm Athens Township Government Center
Minutes of Thursday, 9/20/2018

1. *Pledge of Allegiance:* The Pledge of Allegiance was recited.
2. *Roll Call:* The meeting was called to order at 7:00 pm by Chairman Dave Beckstrom. Members present were Marlys Balfany, Dave Henderson, Dave Beckstrom, Cindy Anderson, and Jack Cole. Also present was Zoning Administrator, Ryan Grittman, and applicant Dave Wills.

Members absent: Dan Woodfill.

3. ***Minutes of 8/16/2018: A motion to approve the minutes by Commissioner Henderson, motion seconded. Motion carried unanimously on a vote of 4-0.***
4. *Open Forum:* Beckstrom opened the public forum. Marcia Smyrak at 925 245th Avenue NW stated that they were seeking a variance request for a lot split. Zoning Administrator Ryan Grittman stated that he spoke with the realtor and agreed to withhold the variance request to split a 40 acre parcel into two 20 acre parcels.

Chair Beckstrom stated that it's allowed under the two per 20 rule.*

**At the following meeting, Chair Beckstrom clarified that he misspoke, it's actually two per 40.*

Zoning Administrator Grittman stated that lot splits must conform to the subdivision ordinance which states that lots cannot be larger than three acres.

Chair Beckstrom stated that the three-acre limit is under the four per forty rule.

5. *Public Hearings:*

- a. **Continued Public Hearing – Dave Wills – Setback Variance on Naples Street NE.**

Chair Beckstrom opened the public hearing and asked Zoning Administrator Grittman if there had been any progress.

Zoning Administrator Grittman stated that he received some information earlier that day but did not have the time to review it. He asked the Commission if they would like to take a moment and review the newly submitted information.

Commissioner Henderson asked about the information that was requested.

Grittman stated that it was in the memo that was submitted in the packet.

Applicant Wills stated that he's provided the information requested.

Zoning Administrator Gritman stated that action was tabled on this item because the following information was required for a decision:

1. The applicant shall provide a septic design
2. The Town Engineer shall review the plans
3. The Road Supervisor shall review the proposed driveway location
4. The applicant shall provide the soil borings, well location, and house layout.

Applicant Wills stated that he has the information and submitted it to the Commission for their review.

Chair Beckstrom asked if the Town Engineer reviewed the application.

Gritman stated that the Town Engineer reviewed the site plan and put a memo together asking for more information; and stated that there's not enough information to make a determination if the lot is buildable.

Commissioner Henderson asked what the exact encroachment is.

Gritman stated that the applicant is asking for a 20-foot encroachment to the road and a 25-foot encroachment to the wetland.

Commissioner Henderson asked about moving the home closer to the street and out of the wetland setback. He asked the applicant if he would like that. The applicant stated he likes the home footprint where it is.

Commissioner Henderson asked if there's any fill being brought in for this project.

Gritman stated that it would be determined at the building permit application and if there's fill it would be factored into the building permit cost.

Commissioner Henderson stated that he felt the applicant has satisfied the Commission's requests and made a motion to approve the variance with the condition that the Town Engineer review the plans and provide a memo that the lot is buildable. Motion seconded. Motion passed on a vote of 3-1 with Members Henderson, Cole, and Anderson voting in favor; Commissioner Balfany voting no.

Chair Beckstrom informed the applicant that this will be on the Board agenda for October 1, 2018.

Commissioner Henderson informed the applicant that anyone can appeal the Board's decision within 60 days.

- b. Public Hearing – Rural Tourism Business Ordinance Amendment – 500-foot setback from residential structures.

Zoning Administrator Gritman stated that Chair Beckstrom has informed him that the rural tourism ordinance was supposed to have a 500-foot setback from the event area to

the nearest residential structure. Grittmann also stated that there are a few redundancies in the ordinance that he would like to see removed.

Henderson made a motion to table the action and direct staff to provide a redlined copy of the ordinance updates and to give the Commissioners more time to review the changes. Motion seconded. Motion passed unanimously on a vote of 4-0.

6. *New Business:*

a. **Discuss 2019 Planning Commission Meeting Schedule.**

Zoning Administrator Grittmann stated that the Town Code does not layout a specific meeting schedule for the Planning Commission and it's a good practice for the Commission to approve a meeting schedule. He stated that there are no holidays or non-meeting dates that need to be scheduled around.

Commissioner Henderson made a motion to approve the 2019 Planning Commission Meeting schedule and provide the dates to the Board for final approval. Motion seconded. Motion passed unanimously on a vote of 4-0.

7. *Miscellaneous*

- a. Chair Beckstrom stated that the County website has an error on the meeting schedule for Athens Township. It states that Athens Planning Commission meets at 7:30pm and it should be 7:00pm. Chair Beckstrom requested that the Zoning Administrator look into getting that corrected.

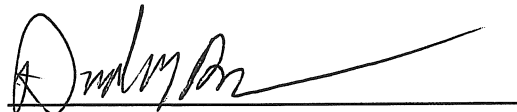
Zoning Administrator Grittmann stated that he'll work to get that corrected.

8. ***Adjournment:* Commissioner Balfany made a motion to adjourn the meeting. Motion seconded. Motion passed unanimously on a vote of 4-0. Meeting adjourned at 8:10 pm.**

Minutes approved on this 18th day of October 2018.



Ryan Grittmann, Zoning Administrator



Dave Beckstrom, Planning Chair