

Helga Township
Planning Commission
Minutes
March 2, 2011

PRESENT: Chairman Steve Pemble, Brian Hughes, Bruce VonHoldt, Todd Scofield and LUA Jim Baruth, clerk Shannon Skime. Also present were Supervisors Jim Autrey and Mike Smith.

Meeting was called to order at 7:02 pm. The pledge of allegiance was recited.

APPROVAL OF AGENDA:

The Planning Commission reviewed the agenda. **Motion** made by Todd Scofield to approve the agenda, seconded by Brian Hughes, motion carried.

APPROVAL OF PRIOR MINUTES:

Minutes from Planning Commission meeting Feb 2, 2011. The Planning Commission reviewed the minutes of the Feb. 2, 2011. **Motion** made by Brian Hughes to approve the minutes of Feb 2, 2011, seconded by Todd Scofield, motion carried.

REVIEW CURRENT AGRICULTURAL /RURAL RESIDENTIAL ORDINANCE

The Commission reviewed the current Agricultural/Residential district on page 9 of the Helga Township ordinance. They also reviewed the sections covering home occupation from GBAJPB and from Ford Township's ordinances. The Commission discussed the need to give residents the option to have a home occupation while still protecting the rights of the surrounding residents. They discussed possibly finding a process to allow the applicants to receive a permit without going through the full IUP process. Jim Autrey will explore available options with Troy Gilchrist.

Pemble and Baruth went over the new Hubbard County Ordinance. They felt it sufficiently covered sub-divisions and involved the township in the process. It specifically directs the developer to work with the township. They also discussed adding an application fee to cover the costs that would be incurred by the township for subdivisions since the process involves the LUA meeting with the developer and Hubbard County.

Steve Pemble will create a draft of the revisions discussed for the next meeting.

DISCUSSION OF PLANNING COMMISSION MEETING TWICE A MONTH

In order to move forward at a quicker pace with the revisions the Board of Supervisors has asked the Planning Commission if they would meet twice a month for a while. The Planning Commission agreed to add 3 additional meetings, April 20th, May 18th, and June 15th.

OTHER ITEMS:

VACANT POSITION

There is still a vacant position on the Planning Commission Board. It is unclear if Robert Saxton is still interested in the position. Jim Autrey will contact him and inform the board of his intent.

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ANNOUNCEMENTS:

Annual Township Election, Tuesday Mar 8, 2011 5:00pm to 8:00pm

Annual Meeting, Tuesday Mar 8, 2011 8:15pm

Board of Canvas, Wednesday Mar 9, 2011 6:30pm

Regular Town Board Meeting Tuesday Mar 22, 2011 7:00pm

ADJOURNMENT:

Motion to adjourn made by Todd Scofield, seconded by Bruce VonHoldt, motion carried.

Meeting adjourned at 8:25pm

Respectfully Submitted

Shannon Skime, Township Clerk

Steve Pemble, Chairman