

Helga Township
Planning Commission
Minutes
May 18, 2011

PRESENT: Chairman Steve Pemble, Todd Scofield, Brian Hughes, Bruce VonHoldt, LUA Jim Baruth. Also present Supervisor Jim Autrey.

Meeting was called to order at 7:15pm. The pledge of allegiance was recited.

APPROVAL OF AGENDA:

Motion made by Todd Scofield to accept the agenda. Seconded by Bruce VonHoldt, motion carried.

APPROVAL OF PRIOR MINUTES:

Minutes of April 6, 2011. **Motion** made by Bruce VonHoldt to approve the minutes. Seconded by Brian Hughes, motion carried.

DISCUSSION OF HOME OCCUPATION:

The Commission reviewed the “Sample Home Occupation Provisions” provided by Troy Gilchrist. They decided on going with a 2 class definition for home occupations. They discussed adding increase of noise and odor into the definitions of home occupation. They also discussed signage for home based occupations. They decided on allowing one single or double sided sign, no greater than four square feet.

Pemble will update the draft ordinance with the changes as discussed and e-mail it to the rest of the Commission members.

PLANNING COMMISSION VACANCY

The Commission has discussed Robert Saxton’s letter of interest. **Motion** made by Bruce VonHoldt to recommend Robert Saxton to the Township Board to fill the vacancy on the Planning Commission. Seconded by Todd Scofield, motion carried.

ANNOUNCEMENTS:

Regular Town Board Meeting – Tues. May 24th 2011 (7:00pm)
Planning Commission Meeting – Weds. June 1st, 2011 (7:00pm)
Planning Commission Meeting – Weds. June 15th 2011 (7:00pm)

ADJOURNMENT:

Motion made by Bruce VonHoldt to adjourn the meeting. Seconded by Todd Scofield, motion carried.

Meeting adjourned at 8:11pm.

Respectfully Submitted

Shannon Skime, Township Clerk

Steve Pemble, Chairman