

**Mansfield Township
Planning Commission Meeting Minutes
First Quarter Meeting
April 7, 2015 at 6:00 P.M.-C.S.T.
Mansfield Township Hall**



The first quarterly meeting of the Mansfield Township Planning Commission was called to order by Chairman George Minerick at 6:00 p.m. with the Pledge of Allegiance.

Roll Call: George Minerick, Bill Grabowski, Melvin Johnson, Deborah Strelecki. Also present was Zoning Administrator Pam Minerick.

Absent: Ernie Ganz.

Previous Meeting Minutes: A motion made by Bill Grabowski and second by George Minerick to approve the December 9, 2014 fourth quarter meeting minutes as presented. All ayes. Motion carried.

Zoning Administrator's Report: Pam Minerick reported she sent out several zoning applications but has not received any back yet. She was approached by one property owner who wanted to split their property and Pam directed them to the planning commission.

Ernie Ganz arrived at 6:07 p.m.

Old Business:


1. Update/rewrite of township Master Plan-Grabowski indicated that we are waiting to hear from Mastodon Township on their rewrite of the Master Plan.
2. Additional zoning ordinance revisions-reviewed revisions from last meeting and went through the zoning book again correcting typographical errors, making sure Sections referenced were correct and making other changes as deemed necessary. The Zoning Administrator will make the changes and bring the entire updated book to the June 9th meeting.

New Business: None.

Public Comments: None.

Confirmed the next scheduled quarterly meeting date to be Tuesday, June 9, 2015 at 6:00 p.m.

Adjournment: A motion made by Strelecki, and second by Johnson to adjourn at 7:34 p.m. All ayes. Motion carried.


Deborah Strelecki, Secretary
Planning Commission

**Mansfield Township
Planning Commission Meeting Minutes
First Quarter Meeting
April 7, 2015 at 6:00 P.M.-C.S.T.
Mansfield Township Hall**

The first quarterly meeting of the Mansfield Township Planning Commission was called to order by Chairman George Minerick at 6:00 p.m. with the Pledge of Allegiance.

Roll Call: George Minerick, Bill Grabowski, Melvin Johnson, Deborah Strelecki. Also present was Zoning Administrator Pam Minerick.

Absent: Ernie Ganz.

Previous Meeting Minutes: A motion made by Bill Grabowski and second by George Minerick to approve the December 9, 2014 fourth quarter meeting minutes as presented. All ayes. Motion carried.

Zoning Administrator's Report: Pam Minerick reported she sent out several zoning applications but has not received any back yet. She was approached by one property owner who wanted to split their property and Pam directed them to the zoning board.

Ernie Ganz arrived at 6:07 p.m.

Old Business:

1. Update/rewrite of township Master Plan-Grabowski indicated that we are waiting to hear from Mastodon Township on their rewrite of the Master Plan.
2. Additional zoning ordinance revisions-reviewed revisions from last meeting and went through the zoning book again correcting typographical errors, making sure Sections referenced were correct and making other changes as deemed necessary. The Zoning Administrator will make the changes and bring the entire updated book to the June 9th meeting.

New Business: None.

Public Comments: None.

Confirmed the next scheduled quarterly meeting date to be Tuesday, June 9, 2015 at 6:00 p.m.

Adjournment: A motion made by Strelecki, and second by Johnson to adjourn at 7:34 p.m. All ayes. Motion carried.

Deborah Strelecki, Secretary
Planning Commission

MANSFIELD TOWNSHIP
Planning Commission Meeting Minutes
Second Quarterly Meeting
June 9, 2015 at 6:00 P.M. C.S.T.
Mansfield Township Hall

The second quarterly meeting of the Mansfield Township Planning Commission was called to order by Chairman George Minerick at 6:00 p.m.

Roll Call: George Minerick. Also present was Zoning Administrator Pam Minerick.

Absent: Commission Secretary Deborah Strelecki, Bill Grabowski, Melvin Johnson, and Ernie Ganz.

Previous Meeting Minutes: lacking a quorum (need at least three members) to vote on the previous meeting minutes provided to us by the secretary at the Mansfield Twp Board meeting of April 15, 2015, NO ACTION could be taken.

Zoning Administrator's Report: Pam Minerick reported on zoning activity since the last meeting.

Old Business:

1. Discussed the changes/revisions that we are proposing to the existing Zoning Ordinance prior to our scheduling the necessary Public Meeting.
2. Pam shared a copy of the Sagola Twp Zoning Ordinance Book that includes the color coded zoning maps that we will include in our book once it is ordered and printed. The book will be in binder format.

New Business: None.

Public Comments: None.

No decision was rendered as to the date of our next scheduled meeting, for purposes of having all Commission members approve the final changes/revisions to the existing ordinance PRIOR to the Public Hearing. The chairman will contact the absent members as to their availability possibly the first or second Tuesday of July.

Adjournment: The chairman ended (CLOSED) the meeting at 6:30 P.M.

George Minerick, Planning Commission Chairman and Acting Secretary

**Mansfield Township
Planning Commission Meeting Minutes
Third Meeting of 2015
July 14, 2015 at 6:00 P.M.-C.S.T.
Mansfield Township Hall**

The third meeting of the Mansfield Township Planning Commission was called to order by Chairman George Minerick at 6:03 p.m. with the Pledge of Allegiance.

Roll Call: Bill Grabowski, Melvin Johnson, Deborah Strelecki and George Minerick. Also present was Zoning Administrator Pam Minerick.

Absent: Ernie Ganz.

Additions to Agenda: None.

Previous Meeting Minutes: A motion made by Bill Grabowski and second by Melvin Johnson to approve the April 7, 2015 meeting minutes as revised to change "zoning board" in the Zoning Administrator's Report to "planning commission" and a motion by Deb Strelecki seconded by Melvin Johnson to approve the June 9, 2015 meeting minutes as written. All ayes. Motion carried.

Zoning Administrator's Report: Pam Minerick reported she has had two site inspections and this is the slowest year ever.

Old Business:


1. Update/rewrite of township Master Plan-Pam Minerick had a copy of Sagola's Master Plan to look at as a sample and a format to follow. Grabowski indicated still waiting to hear from Mastodon Township on their rewrite.
2. Additional zoning ordinance revisions-reviewed revisions from last meeting and went through the zoning book again correcting typographical errors, making sure Sections referenced were correct and making other changes as deemed necessary. Maps were moved to the end of the book, we took our RR2, Section 500 mentions Section 402 but it should be 401 and reference to the Land Division Act.

New Business: Set date for Public Hearing on Tuesday, 9/15/2015 at 6:00 p.m., Mansfield Township Hall.

Public Comments: None.

Confirmed the next scheduled quarterly meeting date to be Tuesday, December 8, 2015 at 6:00 p.m.

Adjournment: A motion made by Strelecki, and second by Grabowski to adjourn at 6:36 p.m. All ayes. Motion carried.


Deborah Strelecki, Secretary
Planning Commission

**Mansfield Township
Planning Commission Meeting Minutes
Public Hearing
September 15, 2015 at 6:00 P.M.-C.S.T.
Mansfield Township Hall**

The public hearing of the Mansfield Township Planning Commission was called to order by Chairman George Minerick at 6:000 p.m. with the Pledge of Allegiance.

Roll Call: Bill Grabowski, Melvin Johnson, Deborah Strelecki and George Minerick. Also present was Zoning Administrator Pam Minerick.

Absent: Ernie Ganz.

Additions to Agenda: None.

Previous Meeting Minutes: A motion made by Melvin Johnson and second by Bill Grabowski to approve the July 14, 2015 meeting minutes as written. All in favor. All ayes. Motion carried.

Zoning Administrator's Report: Pam Minerick reported she put the public hearing ad in the newspaper, The Reporter, on July 23, 2015. No certified letters needed to be sent.

Zoning Ordinance Book: The changes made to the zoning ordinance book were presented. Pam Minerick reported that a copy was given to Art Bloomburg, Mansfield Township Trustee, so he could review with the Mansfield Township Board. The Township Board can approve, disapprove or change anything that is submitted. When there is board approval, a final ad is placed in the newspaper indicating approval of the zoning ordinance book.

A motion made by Bill Grabowski second by Melvin Johnson to accept the proposed changes which is amendment #6 as presented. Ayes: Melvin Johnson, Bill Grabowski, Deborah Strelecki and George Minerick. Nays: None. Motion carried.

Public Comments: An October 1, 2015 variance hearing was held for a variance for McCumber and information was provided by American Dream Homes.

New Business: Set date for next Planning Commission meeting on Tuesday, 12/8/2015 at 6:00 p.m., Mansfield Township Hall.

Adjournment: A motion made by Deb Strelecki, second by Melvin Johnson to adjourn at 6:10 p.m. All ayes. Motion carried.


Deborah Strelecki, Secretary
Planning Commission

**PROPOSED CHANGES TO MANSFIELD TOWNSHIP
ZONING ORDINANCE (AMENDMENT #5)**

**PUBLIC HEARING TO BE HELD ON TUESDAY 9/15/15
WILL BE AMENDMENT #6**

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1. From Table of Contents remove: **CERTIFICATION (from last page of Ordinance)**
2. Delete Sections 206, 601, 602, 603, and 604. Add Section 1200 MAPS
3. Change Section 205 to read District RR, instead of RR-1.
4. **Section 101. (CC) Definition for KEYHOLE DEVELOPMENT, change to read:**
It is specifically intended that keyhole development or funnel development absolutely not be a permitted use. Whether it's called keyhole, funnel, portal, or corridor-development, the concept is the same. When the purchase or real estate that is 'not' located on a lake or river, provides ongoing deeded use of a separate parcel that 'is' on the waterfront, people can be funneled through the waterfront parcel (or keyhole), using it as a corridor.
5. **Section 101. (RR) Definition for RESORT - Add the words "RENTAL UNIT".**
Definition should now read: A hotel, motel, or rental unit that serves as a destination point for visitors.
6. **Section 101. (HH) Definition under LOT LINES, (4) a. LOT WIDTH (DEFINITION) should now read: A. Lot width with parallel side lot lines - The required width shall be measured on a straight line which is perpendicular (90 degrees right angle) to the side lot lines. The following drawings are illustrative of this definition.**
7. Section 600: Change to read:

SECTION 600 - NONCONFORMING USES AND STRUCTURES

A building, structure, plot, premises, or use of land lawfully existing at the time of the effective date of this Ordinance which does not conform to the regulations of the district in which it is situated.

A building or structure (or portion thereof) lawfully existing at the time of adoption of this Ordinance or a subsequent amendment thereto, that does not conform to the provisions of this Ordinance relative to height, bulk, area, placement, or yards for the zoning district in which it is located.

Where, at the effective date of adoption or amendment of this Ordinance, lawful use of land exists that is made no longer permissible under the terms of this Ordinance as enacted or amended, such use may continue, so long as it remains otherwise lawful, subject to the following provisions:

(A) No such nonconforming use/structure shall be enlarged or increased, nor extended to occupy a greater area of land than was occupied at the effective date of adoption or amendment of this Ordinance.

(B) No such nonconforming use/structure shall be moved in whole or in part to any other portion of the lot or parcel occupied by such use at the effective date of adoption or amendment of this Ordinance.

8. Delete Sections 601, 602, 603, and 604.

9. Add Section 1200: Zoning Maps (was Section 1000)

10. On the last page: remove CERTIFICATION

**Mansfield Township
Planning Commission Meeting Minutes
Fourth Quarter 2015 Meeting
December 8, 2015 at 6:00 P.M.-C.S.T.
Mansfield Township Hall**



The 4th quarter meeting of the Mansfield Township Planning Commission was called to order by Chairman George Minerick at 6:00 p.m. with the Pledge of Allegiance.

Roll Call: Bill Grabowski, Melvin Johnson, Deborah Strelecki and George Minerick. Also present was Zoning Administrator Pam Minerick.

Absent: Ernie Ganz.

Additions to Agenda: None.

Previous Meeting Minutes: A motion made by Melvin Johnson and second by Deb Strelecki to approve the September 15, 2015 meeting minutes as written. All in favor. All ayes. Motion carried.

Zoning Administrator's Report: Report given by Pam Minerick.

Old Business: Grabowski indicated there is no progress to report on the update/rewrite of the township master plan at this time.

New Business:

Zoning administrator, Pam Minerick, gave each member a handout of the MTA's definition of a variance.

Quarterly meetings scheduled for 2016 on the 2nd Tuesday of the month at 6:00 p.m. at Mansfield Township Hall#1 as follows: April 12th, June 14th, September 13th and December 13th.

Be prepared to discuss new Zoning Ordinance Book at the April 12th meeting.

Keyholing definition – Bill and Lynn Fleming discussed the definition with an attorney and presented a stronger definition of keyholing based on the attorney's feedback. This will be on the April agenda.

Public Comments: None.

Adjournment: A motion made by Bill Grabowski, second by Melvin Johnson to adjourn at 7:08 p.m. All ayes. Motion carried.


Deborah Strelecki, Secretary