## **Mansfield Township Planning Commission Meeting Minutes** First Quarter Meeting of 2018 May 29, 2018 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 Vice Chairman William Fleming at 6:00 p.m. with the Pledge of Allegiance.

Roll Call: Gail Bauwens, Vicki Bunting, William Fleming, Jon Stream and Deborah Strelecki. Also present Zoning Administrator Pam Minerick.

Absent: None.

Previous Meeting Minutes: A motion made by Bauwens and second by Bunting to approve the October 10, 2017 special meeting minutes as written and the October 11, 2017 quarterly meeting minutes as written. All in favor. Motion carried.

Zoning Administrator's Report: Pam Minerick provided a written report.

#### Old Business:

1. Appoint Chair and Vice-Chair - TABLE - must consult Red Book regarding who can or cannot hold these positions. We know for sure that the Township Board member serving as the secretary Planning Commission cannot be the chairperson. The Zoning Administrator will review the Red Book and provide us with her findings.

#### New Business:

1. Next Meeting Date - Date agreed upon for the next meeting is Tuesday, July 17, 2018.

Public Comment: Laurie Netzow provided an update on the Master Plan.

The Master Plan has a great start and now the missing pieces must be added. As each member reads through the current draft of the plan and has information to insert, send it to Laurie and she will add. There was discussion on buffer zones (in the draft), correcting WUPPDR map which the Zoning Administrator will update the map and send to WUPPDR to create and update with correct colors. It was also recommended that we read about what is resort residential and commercial. It was agreed that members choose parts of the Master Plan they would like to get information for and develop the commentary. Deb Strelecki will work on the Farms section and contact the farmers in the township. Jon Stream will check the introduction to the History section and consider what pictures (sites in the Township) should be in the Master Plan. Vicki Bunting will get pictures of the church and both Vicki and Pam will get any others that they think should be in the Master Plan.

The Master Plan is a work in progress and it has been agreed that the Planning Commission will schedule more meetings in an effort to complete Master Plan as soon as possible.

Adjournment: A motion made by Bauwens, and second by Strelecki to adjourn at 8:11 p.m. All in favor. All aves. Motion carried.

> Deborah Strelecki, Secretary Planning Commission

## Mansfield Township **Planning Commission Meeting Minutes Second Quarter Meeting of 2018** July 24, 2018 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 Secretary Deborah Strelecki at 6:16 p.m. with the Pledge of Allegiance.

Roll Call: Gail Bauwens, Vicki Bunting, Russell Bauwens and Deborah Strelecki. Also present Zoning Administrator Pam Minerick.

Absent: Jon Stream.

Swear in New Members: Vicki Bunting and Russell Bauwens took their Oath of Office.

Approval of Agenda: A motion made by Gail Bauwens and second by Vicki Bunting to approve the agenda as presented. All in favor. Motion carried.

Previous Meeting Minutes: A motion made by Vicki Bunting and second by Gail Bauwens to approve the May 29, 2018 meeting minutes as written. All in favor. Motion carried.

Zoning Administrator's Report: Pam Minerick provided a written report and indicated she had phone calls regarding land splits.

#### **Old Business:**

- 1. Appoint Chair and Vice-Chair Vicki Bunting nominated Gail Bauwens for the chairperson, second by Deb Strelecki. Ayes: Bunting, R. Bauwens, G. Bauwens and Strelecki. Gail Bauwens is chairperson. Deb Strelecki nominated Vicki Bunting as Vice-Chairperson, second by Gail Bauwens. Ayes: Russ Bauwens, Gail Bauwens, Vicki Bunting and Deb Strelecki. Vicki Bunting is vice-chairperson.
- 2. Next Meeting Date Dates agreed upon for our next meetings are: 8/21/18-3<sup>rd</sup> quarter meeting, 9/25/18-special meeting-Master Plan only, 10/16/18-4th quarter meeting and 11/13/18-special meeting.

Master Plan Progress: Discussion centered on the newness of the majority of the Planning Commission members and bringing them up to date on the progress of the Master Plan. Laurie Netzow and Bill Fleming provided information regarding the development of the plan, advice to the members to learn the "big picture" meaning of a Master Plan and how important it is to tie everything together. Suggestion was made to bring the Vision Statement on a white board so it can be referenced as we go through each part of the Master Plan and develop the sections. It was also suggested that the appendix, survey and analysis of the survey results should be read by the members to help them understand what the home/land owners want for their township. It was also recommended that everyone bring the draft of the Master Plan to each meeting.

The Master Plan is a work in progress and it has been agreed that the Planning Commission has scheduled more meetings in an effort to complete the Master Plan as soon as possible.

Adjournment: A motion made by R. Bauwens, and second by Bunting to adjourn at 7:52 p.m. All in favor. All aves. Motion carried.

> Neboral Stielech Deborah Strelecki, Secretary

Planning Commission

### Mansfield Township Planning Commission Meeting Minutes August 21, 2018 6:00 P.M.-C.S.T. Mansfield Township Hall

The third quarter meeting of the Mansfield Township Planning Commission was called to order by Chairperson Gail Bauwens at 6:00 p.m. with the Pledge of Allegiance.

Roll Call: Gail Bauwens, Russell Bauwens and Deborah Strelecki. Also present Zoning Administrator Pam Minerick.

Absent: Jon Stream.

Approval of Agenda: A motion made by Russell Bauwens and second by Deborah Strelecki to approve the agenda as presented. All in favor. Motion carried.

**Previous Meeting Minutes**: A motion made by Russell Bauwens and second by Gail Bauwens to approve the July 24, 2018 meeting minutes as written. All in favor. Motion carried.

**Zoning Administrator Report**: Pam Minerick provided a written report indicating a home and garage build, construction on Peterson Road, a screen porch, kitchen addition and deck and a camp on Deer Foot Lodge Road. Report attached to these minutes.

#### **Old Business:**

1. Next Meeting Date – September 25, 2018-special meeting-Master Plan only.

Master Plan Progress: Discussion, review and changes made to three parts of the draft of the Master Plan under Agricultural, Forests and Transportation. Next meeting we will continue to review each section of the Master Plan for additions, deletions and changes. Reminder that everyone should bring a copy of the draft of the Master Plan to each meeting.

The Master Plan is a work in progress and it has been agreed that the Planning Commission has scheduled more meetings in an effort to complete the Master Plan as soon as possible.

**Adjournment:** A motion made by Deborah Strelecki and second by Russell Bauwens to adjourn at 7:39 p.m. All in favor. All ayes. Motion carried.

Deborah Strelecki, Secretary Planning Commission

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## 2018 MansfieldTownship Zoning Administrator's Report

## **SITE INSPECTIONS**

		_	
#1	5/23/2018	Jeff Tushoski	Home & garage at 205 Ellenwood Lane
#2	6/4/2018	John Marsh	? Peterson Rd (Darryl Denell is contractor)
#3	6/14/2018	George Gordon	Screen porch at 174 River Rd (Caylor is contractor)
#4	6/26/2018	Leo Fende	Garage at 132 Fende Drive (Stonehouse is contr)
#5	7/25/2018	Randy Peterson	Kitchen addition & deck at 339 Peterson Rd
#6	8/13/2018	Enrico Galimberti	Camp on Deer Foot Lodge Road (Fire # Pending)
#7			
#8			
#9			
#10			
#11			
#12			
#13			
#14			
#15			
#16			

## **PUBLIC HEARINGS**

#1		
#2		

## **LAND DIVISIONS**

#1		
#2		

#### **OVERVIEW**



#### Agriculture:

More than 98% of the agricultural lands within Mansfield Township are used as cropland, the most commonly harvested crops being potatoes, oats and hay. Other agricultural land uses are small farming operations raising vegetables and beef cattle. There a few areas of farm acreage that are idle. Agricultural lands in the Township are located throughout most areas of the Township. Those areas of the Township reflecting a stronger agricultural character than the balance of the Township are along the Township's main corridor State Highway M-69.

#### **PLANNING**

#### **Protection Of Agricultural Lands:**

Farming conditions in Mansfield Township are supportive of long term economically viable small farming operations. There are comparatively limited areas of "prime farmland" soils; comparatively small farm acreages and comparatively limited areas of expansive and contiguous farmland. These conditions decrease the long term economic viability of farming in the Township.

Mansfield Township supports the aspirations of local residents to protect existing farmland while, at the same time, recognizes the limited long term economic viability of such uses in the Township. Accordingly, this Plan recommends providing the local farming community with the opportunity to continue farming operations while, at the same time, providing opportunities to convert farmland to residential use in a manner which encourages the protection of the Township's rural character.

#### **GOALS & OBJECTIVES**

#### Agriculture GOAL:

Provide opportunities for the continuation of farming within the Township while, at the same time, recognize the overall limited long term economic viability of farming in the Township and the appropriateness of providing alternative land uses for existing farmland areas.

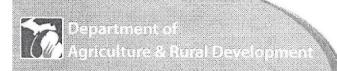
#### Agriculture OBJECTIVES:

- 1. Direct farmland protection efforts toward those lands in the Township that reflect one or more characteristics associated with long term agricultural economic viability, including lands characterized by good farming soils, large parcel acreages, enrollment in P.A. 116, limited residential encroachment, and adjacency to other farm parcels with similar characteristics.
- 2. To the extent that new residential development is permitted in planned agricultural areas, such lots should be limited in size so as not to consume any agricultural lands beyond what is outlined as necessary to accommodate the residences and associated yard areas.

Draft

- 3. To the extent that new residential development is permitted in planned agricultural areas, the placement of such lots on a parcel should be on those lands less economically viable for long term farming, where feasible.
- 5. Limit the extension of utilities or other public improvements that would prematurely jeopardize the integrity of these agricultural areas.

P.A.116 Farmland Preservation Program



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## The Farmland and Open Space Preservation Program -

#### **Description of the Program**

The Farmland and Open Space Preservation Program consists of 5 methods for preserving farmland and open space:

- Farmland Development Rights Agreements A temporary restriction on the land between the State and a landowner, voluntarily entered into by a landowner, preserving their land for agriculture in exchange for certain tax benefits and exemptions for various special assessments. (commonly known as PA 116).
- Conservation Easement Donations A permanent restriction on the land between the State and a landowner, voluntarily entered into by a landowner, preserving their land for either open space or agriculture.
- Agricultural Preservation Fund A fund established to assist local units of government in implementing a local purchase of development rights program.
- Local Open Space Easement A temporary restriction on the land between the local government
  and a landowner, voluntarily entered into by a landowner, preserving their land as open space in
  exchange for certain tax benefits and exemptions for various special assessments. Click herefor a
  copy of the registration form.
- Designated Open Space Easement A temporary restriction on specially designated lands between the State and a landowner, voluntarily entered into by a landowner, preserving their land as open space in exchange for certain tax benefits and exemptions for various special assessments. If you are interested in requesting land be conserved in by applying for a Designated Open Space Easement, click here.
- Purchase of Development Rights A permanent restriction on the land between the State and a
  landowner, voluntarily entered into by a landowner, preserving their land for agriculture in exchange
  for a cash payment for those rights. Currently funding is not available for this program.
   Contact your township or county to see if there is a local PDR program established.

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## **Mansfield Township Planning Commission Meeting Minutes** October 3, 2018 6:00 P.M.-C.S.T. -reschedule of 9/25 meeting Mansfield Township Hall

The special meeting of the Mansfield Township Planning Commission was called to order by Chairperson Gail Bauwens at 6:00 p.m. with the Pledge of Allegiance.

Roll Call: Gail Bauwens, Russell Bauwens Jon Stream, John Gilner and Deborah Strelecki. Also present Zoning Administrator Pam Minerick, Laurie Netzow, Bill Fleming and Art Bloomburg.

Absent: None.

Approval of Agenda: A motion made by Deborah Strelecki and second by Russell Bauwens to amend the agenda and delete #4 as new member, John Gilner, was sworn in prior to the meeting. All in favor. Motion carried.

Previous Meeting Minutes: A motion made by Deborah Strelecki and second by Russell Bauwens to approve the August 21, 2018 meeting minutes as written. All in favor. Motion carried.

Zoning Administrator Report: Pam Minerick provided a written report indicating no changes since the last meeting.

Next Meeting Date - October 16, 2018- 4th quarter meeting and reminder of Special Meeting for the Master Plan Only is scheduled for November 13, 2018 both at 6:00 p.m.

Prior to discussion of Master Plan, Art Bloomburg-township clerk, on behalf of the Township Board, commended both Bill Fleming and Laurie Netzow for all their hard work and efforts. He also congratulated the Planning Commission on their efforts and voiced a concern about the possibility of the commission getting bogged down in details vs. keeping the Master Plan as a document more broad in scope. He also indicated that the commission needs to move forward in a quicker fashion instead of so much discussion and suggested assignments should be made. The township board recognizes the frustrations for developing this type of plan and realizes that basically all of the Planning Commission members, except for the secretary, are very new members having attended only a handful of meetings and one new member sworn in tonight. This type of change over on the commission does slow the progress of the process.

Master Plan Progress: Discussion, review, and basically trying to find a starting point so we don't go over the same ground every meeting. Art Bloomburg and Laurie Netzow left the meeting and the Planning Commission reviewed pages 1-8 with recommended changes which will be forwarded to Laurie Netzow prior to the October 16, 2018 meeting. Sections of the Master Plan were divided up, based on level of interest and volunteering, as follows: John Gilner-Recreation, Agriculture, Forestry, Environment, Jon Stream-Water, Gail & Russ Bauwens-Tourism and Deborah Strelecki-Transportation. All Planning Commission members will be responsible for Chapter 2 in the Table of Contents and answering the important questions posed there and be prepared for the October 16th meeting as well. Reminder that everyone should bring a copy of the draft of the Master Plan to each

Adjournment: A motion made by John Gilner and second by Jon Stream to adjourn at 8:42 p.m. All in favor. All ayes. Motion carried.

Deborah Strelecki, Secretary

Planning Commission



# Mansfield Township Planning Commission Meeting Minutes October 3, 2018 6:00 P.M.-C.S.T. –reschedule of 9/25 meeting Mansfield Township Hall

The special meeting of the Mansfield Township Planning Commission was called to order by Chairperson Gail Bauwens at 6:00 p.m. with the Pledge of Allegiance.

**Roll Call**: Gail Bauwens, Russell Bauwens Jon Stream, John Gilner and Deborah Strelecki. Also present Zoning Administrator Pam Minerick.

Absent: None. Also in attendance Laurie, Bill : Art. John G., Russ Allinfavor.

Approval of Agenda: A motion made by Deborah Strelecki and second by Russell Bauwens to amend the agenda and delete #4 as new member, John Gilner, was sworn in prior to the meeting. All in favor. Motion carried.

**Previous Meeting Minutes:** A motion made by Deborah Strelecki and second by Russell Bauwens to approve the August 21, 2018 meeting minutes as written. All in favor. Motion carried.

**Zoning Administrator Report**: Pam Minerick provided a written report indicating no changes since the last meeting.

#### **Old Business:**

Next Meeting Date – October 16, 2018- 4<sup>th</sup> quarter meeting and reminder of Special Meeting for the Master Plan Only is scheduled for November 13, 2018 both at 6:00 p.m.

Prior to discussion of Master Plan, Art Bloomburg-township clerk, on behalf of the Township Board, commended both Bill Fleming and Laurie Netzow for all their hard work and efforts. He also congratulated the Planning Commission on their efforts and voiced a concern about the possibility of the commission getting bogged down in details vs. keeping the Master Plan as a document more broad in scope. He also indicated that the commission needs to move forward in a quicker fashion instead of so much discussion and suggested assignments should be made. The township board recognizes the frustrations for developing this type of plan and realizes that basically all of the Planning Commission members, except for the secretary, are very new members having attended only a handful of meetings and one new member sworn in tonight. This type of change over on the commission does slow the progress of the process.

Master Plan Progress: Discussion, review, and basically trying to find a starting point so we don't go over the same ground every meeting. Art Bloomburg and Laurie Netzow left the meeting and the Planning Commission reviewed pages 1-8 with recommended changes which will be forwarded to Laurie Netzow prior to the October 16, 2018 meeting. Sections of the Master Plan were divided up, based on level of interest and volunteering, as follows: John Gilner-Recreation, Agriculture, Forestry, Environment, Jon Stream-Water, Gail & Russ Bauwens-Tourism and Deborah Strelecki-Transportation. All Planning Commission members will be responsible for Chapter 2 in the Table of Contents and answering the important questions posed there and be prepared for the October 16<sup>th</sup> meeting as well. Reminder that everyone should bring a copy of the draft of the Master Plan to each meeting.

**Adjournment:** A motion made by John Gilner and second by Jon Stream to adjourn at 8:42 p.m. All in favor. All ayes. Motion carried.

Deborah Strelecki, Secretary Planning Commission

## Mansfield Township Planning Commission Meeting Minutes October 16, 2018 6:00 P.M.-C.S.T. Mansfield Township Hall

The 4<sup>th</sup> quarter meeting of the Mansfield Township Planning Commission was called to order by Chairperson Gail Bauwens at 6:00 p.m. with the Pledge of Allegiance.

**Roll Call:** Russell Bauwens Jon Stream, John Gilner, Deborah Strelecki and Gail Bauwens Also present Zoning Administrator Pam Minerick and Laurie Netzow.

Absent: None.

**Approval of Agenda:** A motion made by Russell Bauwens and second by Deborah Strelecki to approve the agenda as presented. All in favor. Motion carried.

**Previous Meeting Minutes**: A motion made by John Gilner and second by Russell Bauwens to approve the October 3, 2018 special meeting minutes as amended to add "also present Laurie Netzow, Bill Fleming and Art Bloomburg". All in favor. Motion carried.

**Zoning Administrator Report**: Pam Minerick provided a written report indicating one application to build a garage at a residence on Davis Road.

Old Business - There was no old business.

Master Plan Progress: Prior to beginning our work on the Master Plan, it was decided that we would try to hold these meetings to approximately one hour or up to two hours if progress on the Master Plan is progressing and all members agree to continue the meeting. We then moved on to discussion, review and edits to the Current Land Use, Forest Land, Agriculture and Environment sections on page five and six and the Agricultural section on page 17 of the Master Plan draft. These changes were recorded by Laurie Netzow, who edits the draft, during the meeting. John Gilner will also forward the changes he had recorded to Laurie Netzow, so they can be incorporated in the Master Plan draft.

It was agreed that we would continue to work on the sections of the Master Plan that were divided up, bring our edits/additions/deletions to the next meeting as follows: John Gilner-Recreation, Agriculture, Forestry, Environment, Jon Stream-Water, Gail & Russ Bauwens-Tourism and Deborah Strelecki-Transportation. All Planning Commission members will be responsible for Chapter 2 in the Table of Contents and answering the important questions posed there and be prepared for upcoming meetings. It was decided that we would meet again on October 30<sup>th</sup> at 6:00 p.m. Reminder that everyone should bring a copy of the draft of the Master Plan to each meeting.

Next Meeting Dates – October 30, 2018- special meeting for Master Plan only and reminder of Special Meeting for the Master Plan only on November 13, 2018 both at 6:00 p.m.

Board Privilege: Thanked John Gilner for joining the Planning Commission and his preparation for this meeting.

**Adjournment:** A motion made by Russell Bauwens and second by Jon Stream to adjourn at 7:45 p.m. All in favor. All ayes. Motion carried.

Deborah Strelecki, Secretary

**Planning Commission** 

Amended 10/30/18

## Mansfield Township Planning Commission Meeting Minutes October 16, 2018 6:00 P.M.-C.S.T. Mansfield Township Hall

The 4<sup>th</sup> quarter meeting of the Mansfield Township Planning Commission was called to order by Chairperson Gail Bauwens at 6:00 p.m. with the Pledge of Allegiance.

**Roll Call:** Russell Bauwens Jon Stream, John Gilner, Deborah Strelecki and Gail Bauwens Also present Zoning Administrator Pam Minerick and Laurie Netzow.

Absent: None.

**Approval of Agenda:** A motion made by Russell Bauwens and second by Deborah Strelecki to approve the agenda as presented. All in favor. Motion carried.

**Previous Meeting Minutes**: A motion made by John Gilner and second by Russell Bauwens to approve the October 3, 2018 special meeting minutes as amended to add "also present Laurie Netzow, Bill Fleming and Art Bloomburg". All in favor. Motion carried.

**Zoning Administrator Report**: Pam Minerick provided a written report indicating one application to build a garage at a residence on Davis Road.

Old Business - There was no old business.

Master Plan Progress: Prior to beginning our work on the Master Plan, it was decided that we would try to hold these meetings to approximately two hour. We then moved on to discussion, review and edits to the Current Land Use, Forest Land, Agriculture and Environment sections on page five and six and the Agricultural section on page 17 of the Master Plan draft. These changes were recorded by Laurie Netzow, who edits the draft, during the meeting. John Gilner will also forward the changes he had recorded to Laurie Netzow, so they can be incorporated in the Master Plan draft.

It was agreed that we would continue to work on the sections of the Master Plan that were divided up, bring our edits/additions/deletions to the next meeting as follows: John Gilner-Recreation, Agriculture, Forestry, Environment, Jon Stream-Water, Gail & Russ Bauwens-Tourism and Deborah Strelecki-Transportation. All Planning Commission members will be responsible for Chapter 2 in the Table of Contents and answering the important questions posed there and be prepared for upcoming meetings. It was decided that we would meet again on October 30<sup>th</sup> at 6:00 p.m. Reminder that everyone should bring a copy of the draft of the Master Plan to each meeting.

Next Meeting Dates – October 30, 2018- special meeting for Master Plan only and reminder of Special Meeting for the Master Plan only on November 13, 2018 both at 6:00 p.m.

Board Privilege: Thanked John Gilner for joining the Planning Commission and his preparation for this meeting.

**Adjournment:** A motion made by Russell Bauwens and second by Jon Stream to adjourn at 7:45 p.m. All in favor. All ayes. Motion carried.

Deborah Strelecki, Secretary Planning Commission

## Mansfield Township Planning Commission Meeting Minutes October 30, 2018 6:00 P.M.-C.S.T. Mansfield Township Hall

The special meeting of the Mansfield Township Planning Commission was called to order by Chairperson Gail Bauwens at 6:00 p.m. with the Pledge of Allegiance.

**Roll Call**: Jon Stream, John Gilner, Russell Bauwens, Deborah Strelecki and Gail Bauwens Also present Zoning Administrator Pam Minerick and Laurie Netzow.

Absent: None.

**Approval of Agenda:** A motion made by Deborah Strelecki and second by Russell Bauwens to approve the agenda as presented. All in favor. Motion carried.

**Previous Meeting Minutes**: A motion made by Russell Bauwens and second by John Gilner to approve the October 16, 2018 4<sup>th</sup> quarter meeting minutes as amended to change discussion on length of meeting to "one hour and up to two hours based on progress." All in favor. Motion carried.

Master Plan Progress: We continued with edits on the Agricultural sections, Forestland section and Tourism section. Laurie Netzow was able to make the changes to the plan as we went along. We moved on to the Lakes, Streams and Wetlands section with much discussion and decided to read more about the protection of our water, educate ourselves on water and wetlands preservation and be prepared for the November 13, 2018 meeting to discuss this section.

Reminder of the following assignments: John Gilner-Recreation, Agriculture, Forestry, Environment, Jon Stream-Water, Gail & Russ Bauwens-Tourism and Deborah Strelecki-Transportation. All Planning Commission members will be responsible for Chapter 2 in the Table of Contents and answering the important questions posed there and be prepared for upcoming meetings. It was decided that we would meet again on November 13, 2018 at 6:00 p.m. and everyone should continue to bring a copy of the draft of the Master Plan, as well as, handouts until we are through editing them.

Next Meeting Dates - It was decided that there will be no meeting in December,

Adjournment: A motion made by Russell Bauwens and second by Jon Stream to adjourn at 8:08 p.m. All in favor. All ayes. Motion carried.

Deborah Strelecki, Secretary Planning Commission

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## Mansfield Township Planning Commission Meeting Minutes November 13, 2018 6:00 P.M.-C.S.T. Mansfield Township Hall

The special meeting of the Mansfield Township Planning Commission was called to order by Chairperson Gail Bauwens at 6:00 p.m. with the Pledge of Allegiance.

**Roll Call:** Jon Stream, Russell Bauwens, John Gilner, Deborah Strelecki and Gail Bauwens Also present Zoning Administrator Pam Minerick and Laurie Netzow.

Absent: None.

**Approval of Agenda:** A motion made by John Gilner and second by Jon Stream to approve the agenda as presented. All in favor. Motion carried.

**Previous Meeting Minutes:** A motion made by Jon Stream, and second by Russell Bauwens to approve the October 30, 2018 meeting minutes as presented. All in favor. Motion carried.

Zoning Administrator Report: Pam Minerick reported that there was not much going on, all things pretty quiet.

Review Schedule for 2019: The next scheduled meetings for the Planning Commission are January 15, 2019, February 5 and February 25, 2019 and March 19, 2019. All meetings to be held at 5:30 p.m. at the Mansfield Township Hall.

Master Plan Progress: There was discussion at length about the maps and color coding. It was suggested that we contact Mapping Solutions and that WUPPDR should also be involved in assisting with the maps as they are currently not accurate.

Public Comments: None.

Board Privilege: None.

**Adjournment:** A motion made by Russell Bauwens and second by Jon Stream to adjourn at 7:50 p.m. All in favor. All ayes. Motion carried.

Deborah Strelecki, Secretary

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Planning Commission