

**Burr Oak Township Planning Commission Meeting**  
**July 20<sup>th</sup>, 2020 at 7:00 p.m.**

Members Present: Tim Hahn, Monica Smith, Mike Perry, Rick Ultz, Ken Wall  
Guest: Lance Thornton-Burr Oak Township Attorney

Call to Order--Commission Chair Tim Hahn called the meeting to order at 7:00 p.m.  
Pledge of Allegiance

Approval of Meeting Agenda—A motion was made by Rick Ultz with support by Mike Perry to accept the meeting agenda as presented. The motion passed.

Secretary's Report—Monica Smith presented the June 22<sup>nd</sup>, 2020 Commission meeting minutes. A motion was made by Perry with support by Ultz to approve the minutes as presented. The motion passed. Smith also shared that she had been contacted by a company that manages marijuana grow facilities, regarding questions about Burr Oak Township's position. Smith stated that she informed the caller that if a decision to opt in were to be made, it would be made by the Burr Oak Township Board, not the BO Township Planning Commission.

Old Business

The Site Survey for the new retail development project to be located at 32469 US 12, Burr Oak, MI, was received from AR Engineering as requested by this commission at its June 22<sup>nd</sup>, 2020 meeting.

Mark Federlick-Mr. Federlick owns a small vacant parcel located on Little Fish Lake and wants to store and use a recreational vehicle on the property. Mr. Federlick has been parking an RV there during the summer months but, per code, an RV cannot be stored or used on the parcel when a primary dwelling does not exist on the parcel. Burr Oak Planning Commission Chair Hahn and Attorney Lance Thornton have drafted communication, citing the codes, which will be delivered to Mr. Federlick.

New Business—No New Business

Opening of Public Hearing i.e. Amendment to Burr Oak Township's Zoning Ordinance No. 2002-01

The Public Hearing to consider the following Ordinance amendments was opened at 7:18 p.m.:

Amend Article 3 by amending the definitions for the following terms: Lot, front yard, rear yard, and side yard. Also, adding definitions for the following terms: Corner lot, front lot line, rear lot line, side lot line, multiple frontage lot, through lot, private road or street, public road or street. Also, deleting the definition for highway, road or street.

Amend Section A of Article 19 to clarify frontage requirements for lots.

Amend Section footnote #2 of Article 25 to clarify minimum lot width requirements.

With no one from the public in attendance, the hearing was closed at 7:22 p.m.

Consideration to Recommend the Approval and Adoption of the Zoning Ordinance Amendment

A motion was made by Ultz with support by Ken Wall to recommend approval of the Ordinance amendment to the Burr Oak Township Board, and to forward a final draft of the Ordinance amendment, along with the unapproved meeting minutes, to the St. Joseph County Planning Commission for review. The motion passed.

Adjournment

A motion was made by Hahn with support by Smith to adjourn. The meeting was adjourned at 7:25 p.m.

Respectfully submitted,  
Monica Smith, Secretary  
Burr Oak Township Planning Commission