

Planning Commission Meeting Minutes
October 29, 2013
Unapproved

Present: Duane Swanson, Les Orvis, Nancy Dahlin-Teich, and Roberta Folkestad.

Duane Swanson motioned to approve the agenda as presented, Roberta Folkestad seconded. All motioned aye.

Duane Swanson motioned to approve the minutes of the previous meeting, Roberta Folkestad seconded, all motioned aye.

Roberta Folkestad motioned to approve the minutes of the working meeting, Duane Swanson seconded, all motioned aye.

Old Business:

Review of Application for Site permit ensued. Les Orvis reviewed the work of the most recent working committee meeting on this form. John Kemen, Zoning Administrator, recommended that each permit be on a separate piece of paper, ie: septic, site, and conditional use. He indicated when the public gets the full package of permits they are only looking for one type of permit. The public doesn't really understand which documents to fill out without explanation from him. John prefers to be responsible for identifying which documents each applicant needs versus giving each person a full package.

It was determined that we are close to having the forms completed. Next meeting the permits will be brought back from a working planning commission meeting.

Records request form completed.

Next working planning commission meeting December 12, 2013

Committee reviewed the Clarification of Intent statement. Duane Swanson motioned to move this statement of Intent to the township board as outlined on the form presented. Roberta Folkestad seconded, all motioned aye.

Roberta Folkestad motioned to adjourn, Duane Swanson seconded, all motioned aye.
7:29 pm, meeting adjourned.

Nancy Dahlin Teich, Recorder

Chair, Leslie Orvis

Member, Duane Swanson

Member, Roberta Folkestad