

**CHARLESTON TOWNSHIP
PLANNING COMMISSION MINUTES**

A regular meeting of the Planning Commission was held at the Township Hall on January 16, 2008.

MEMBERS PRESENT: Art Samson, Walter Kohnke, Joan Orman, Don Kramer, Phil Larson, and Sue Balkema. Absent: Karen Wagar. Also in attendance: Joan Hiestand.

CALL TO ORDER: Samson called the meeting to order at 7 p.m. and led in the Pledge to the Flag.

ADOPTION OF PROPOSED AGENDA AND MINUTES:

A motion was made by Balkema/Kohnke to approve the agenda. Motion carried.

A motion was made by Orman/Kohnke to accept the minutes of the December 11, 2007 meeting as written. Motion carried.

Samson distributed copies of Charleston Township Ordinances No. 137 and 138 to each planning commission member.

APPLICATION FOR SPECIAL EXCEPTION USE PERMIT FOR HOME OCCUPATION AND SITE PLAN REVIEW:

Joan Hiestand presented applications for a special exception use permit and site plan review to allow the operation of an accounting business in her home at 3500 N. 36th

Samson noted the application was not submitted to GDS and that the review by the zoning administrator (GDS) is discretionary per Article XXIV Section 24.6 (1) Site Plan Approval. Samson commented he found the application thorough and complete. The commission members reviewed Article XXIII Section 23.7 Subsection 8 (a) - (f) Special Exception Uses: Home Occupation. The applicant indicated understanding and acceptance of all items listed by the ordinance. The Criteria for Decision - Section 23.7 of Article XXIII was also reviewed. **A motion was made by Larson, supported by Kramer to recommend the Township Board approve the application submitted by Joan Hiestand for a special exception use permit for home occupation located at 3500 N. 36" St., Galesburg. Motion passed unanimously.**

Samson reminded commissioners that in accordance with Section 24.4 (26) of Article XXIV Site Plan Review the Planning Commission may waive requirements in the content of the site plan application. The commission read Items 1-26 of Section 24.4 noting the portions determined to be not applicable. Section 24.6 (2)

Criteria for Site Plan Review was also reviewed and no concerns were expressed. **A motion was made by Kohnke, supported by Larson to recommend the Township Board approve the site plan submitted by Joan Hiestand for the operation of a home accounting business at 3500 N. 36th St., Galesburg and waive Items 5, 6, 9, 10, 11, 12, 13, 17, 18, 20, 22, 23, and 24 of Article XXIV Section 24.4. Motion passed unanimously.**

ELECTION OF OFFICERS

A motion was made by Orman/Kramer to re-elect the following officers: Art Samson - Chairman, Phil Larson - Vice-chair, Sue Balkema - secretary. Motion carried.

MEMBERS TIME

Kohnke told the commission that GDS has moved their offices to Richland. Samson discussed the need to review the planning commission by-laws and the possibility of reducing the size of the planning commission membership in the future. Orman mentioned there is still nothing available for a model dark sky ordinance.

The meeting was adjourned at 8:24 pm upon the motion of Orman/Balkema.

Prepared 1-18-07

S. Balkema, secretary