

CHARLESTON TOWNSHIP  
PLANNING COMMISSION MEETING MINUTES

A regular meeting of the Planning Commission was held at the Township Hall on January 17, 2017.

CALL TO ORDER: Kramer called the meeting to order at 7:00 p.m.

ROLL CALL OF MEMBERS: Roll was called and members present were: Sue Balkema, Walt Kohnke, Don Kramer, Brian Moravek, Joan Orman, Art Samson and Tim Vosburg. Also present: Supervisor Jerry VanderRoest and Brett Houtkooper

ADOPTION OF AGENDA: Kohnke moved to adopt the agenda. Orman seconded. Motion passed unanimously.

APPROVAL OF MINUTES: Balkema moved to approve the minutes of the November 15, 2016 meeting. Moravek seconded. Motion passed unanimously.

SITE PLAN REVIEW AND SPECIAL EXCEPTION USE: KOOPER'S CARS & MARINE

Brett Houtkooper explained his company's indoor boat storage project. Special Exception Use review was completed section by section. Unmet conditions were discussed and resolved.

Balkema moved to recommend that the Township Board approve the Special Exception Use recommendation for Kooper's Cars & Marine, recognizing that the company owners will meet the outdoor storage and timeframe requirements of item d. in Section 23.7.23. And in concern to item f. in Section 23.7.23. that privacy screening will be erected on the south side of the existing driveway. Second by Moravek. Motion passed unanimously.

Site Plan Review for the project was completed section by section.

Moravek moved that the Planning Commission approve Kooper's Cars & Marine Site Plan Review contingent on the Township Board's approval of the Special Exception Use. Balkema seconded. Motion passed unanimously.

Houtkooper will talk to the Galesburg Fire Chief about installing a Knox fire access box at the entry door.

OLD BUSINESS

A. Private Non-Commercial Club

Discussion ensued regarding Attorney Rolfe's draft text of a proposed amendment of Charleston Township's zoning ordinance pertaining to adding Private Non-Commercial Club as a designated Special Exception Use in the R-1 Single Family Rural Residential District.

Balkema moved to send the proposed text for the zoning ordinance pertaining to adding Private Non-Commercial Club as a designated Special Exception Use in the R-1 Single Family Rural Residential District - with the deletion of ITEM 3, 24.d. in its entirety - to the Township Board for approval. Vosburg

seconded. Motion passed unanimously.

**B. Waterfront Setback/Uses**

Discussion ensued regarding Attorney Rolfe's draft text of a proposed amendment of Charleston Township's zoning ordinance pertaining to waterfront setback requirements, and accessory building/structure location and setback requirements. Balkema moved to table any action on the proposed amendment at this time. Moravek seconded. Motion passed unanimously.

**C. Farm Markets and Agricultural Uses**

Discussion ensued on Attorney Rolfe's tentative text of a proposed amendment of Charleston Township zoning ordinance pertaining to farm markets and agricultural uses. Vosburg moved to send the proposed text to the Township Board for approval. Kramer seconded. Motion passed unanimously.

CITIZENS' TIME: No citizens present.

MEMBERS' TIME: Balkema asked what was going on with Wright Fence's project. VanderRoest provided an update.

The meeting was adjourned at 9:18 p.m. upon motion by Samson. Support by Vosburg. Motion passed unanimously.

*Prepared 1/17/17 by Joan Orman, secretary*