CALL TO ORDER: Vice-Chair Bob Marine called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE:

ROLL CALL:

- Present: Eric Anderson, Chris Simpson, Paul Hoppa, Dave Mieras, Bob Marine, June Earhart and Suzanne Hayes.
- Absent: NONE
- Also present: Zoning Administrator Heidi Tice and Recording Secretary Tammy Stephenson.

APPROVAL OF AGENDA: Paul Hoppa moved to approve the agenda as presented. June Earhart supported the motion. The motion carried by voice vote.

APPROVAL OF MINUTES: Eric Anderson moved to approve the minutes of November 13, 2024 as presented. Chris Simpson supported the motion. The motion carried by voice vote.

PUBLIC COMMENTS ON AGENDA ITEMS ONLY: NONE

CORRESPONDENCE:

- **Monthly permit report:** Nothing to report for December 2024 and January 2024.
- **Annual Summary of Planning Commission Activity:** Heidi informed the PC Board that the Summary of activity was included in their board packet for them to review at a later time.

NEW BUSINESS:

- **2025 Election of officers:**
  - **Chairperson:** Suzanne Hayes moved to nominate Bob Marine for Chairperson. Bob accepted the nomination and Dave Mieras supported the motion. The motion carried by voice vote.
  - **Vice-Chairperson:** Dave Mieras moved to nominate June Earhart for Vice-Chairperson. June accepted the nomination and Bob Marine supported the motion. The motion carried by voice vote.
  - **Secretary:** June Earhart moved to nominate Dave Mieras for Secretary. Dave accepted the nomination and Chris Simpson supported the motion. The motion carried by voice vote.
- **Capital Improvement Plan:** Heidi informed the board that Kim changed a few things since the work session. Eric Anderson moved to approve the Capital Improvement Plan as a recommendation to the Board. Suzanne Hayes supported the motion. The motion carried by voice vote.

UNFINISHED BUSINESS:

- **Yard Sale Ordinance:** Heidi informed the board that we used to have a yard sale ordinance but it was removed back in the day and they figured it would be covered under blight. Heidi also informed the board that she did send the Yard Sale communication and the Accessible definition to the township attorney, but had not heard back from him yet. Heidi also went into depth explaining to the board the reason the township attorney hadn't gotten back with her on this is due to another township issue demanding his attention. As for the yard sales the board discussed how many they feel is sufficient and how many they feel would be considered a home business. The board was also torn on limiting the homeowners on how many they can and can't have. They discussed how we really haven't had any complaints, just a couple repeat offenders of re-occurring yard sales which the biggest complaint is the parking, especially on a busier road. The board decided to table the discussion until the

next meeting in hopes that they get the Township Lawyers feedback on the situation. A motion was made by Suzanne Hayes to table the discussion on Yard Sales Ordinance until the next meeting with input from township attorney. Eric anderson supported the motion. The motion carried with a voice vote.

- **Accessible definition discussion:** Heidi briefly discussed this and what other townships have. The board also decided to table this until they hear from the township attorney. A motion was made by Suzanne Hayes to table discussion on Accessible Definition until the next meeting with township attorney input. Eric Anderson supported the motion. The motion carried with a voice vote.

PUBLIC COMMENTS: NONE

BOARD REPORTS:

- **Board of Trustees-Eric Anderson-** Nothing to report. Stated he was confident Kim Arter would have something next month.
- **Zoning Board of Appeals – Suzanne Hayes:** -Nothing to report as there have been no ZBA meetings.

Adjournment:

- Dave Mieras made a motion to adjourn the meeting. June Earhart supported the motion. The motion carried and the adjournment occurred at 6:29 p.m.

Respectfully Submitted:

Tammy Stephenson
Recording Secretary