

**MENOMINEE TOWNSHIP PLANNING COMMISSION
N2283 O-1 DRIVE, MENOMINEE MI 49858**

**Regular Meeting Minutes
December 7, 2010**

The meeting of the Menominee Township Planning Commission was called to order at 6:30 p.m. by Chairperson Eldred Swanson.

Pledge of Allegiance was recited.

Roll Call: Chairperson Swanson asked Secretary Barker to call the roll. Members in attendance as follows: Pat Barker, Frances Havelka, Bill Kelley, Bill Lenca, Darlene Nerat and Eldred Swanson.

Absent: Michael Harding

CUPPAD Senior Planner Michelle Dewitt was also in attendance.

Approve Minutes

MOTION made by Havelka to approve Regular Meeting Minutes of October 19, 2010, seconded by Lenca, motion carried unanimously.

Public Comment: None

Agenda:

Secretary Barker stated she would like to add Secretary Report under administrative reports and Chairperson Swanson requested that an item "c. -Request Township Board to inform Planning Commission of any upcoming projects" be added under new business.

MOTION made by Barker to approve agenda with the additions, seconded by Havelka, motion carried unanimously.

Administrative Reports: Secretary Barker handed out meeting and expense sheets to Planning Commission members she received from the Township Clerk to be completed and handed back into the Clerk. The Clerk requested that the expense sheets be handed in on a monthly basis. Barker reported that she typed and made copies of a letter reminding/informing taxpayer of the January 2011 brainstorm/input session along with the questionnaire for the brainstorm session and gave them to the Township Treasurer to send out with the December property tax bills. This enabled taxpayers to send in their input if they were unable to attend the January 11, 2011 input session. Barker reported that quite a few completed questionnaires were received back from taxpayers and Ms. Dewitt volunteered to tally the replies, Barker said she would forward them on to her as she received them for tabulation.

Public Hearing: None

Old Business:

Master Plan Chapter's 2-6 were reviewed. Ms Dewitt asked for any additional comments/updates.

New Business:

Chapter 7 - Community Facilities and Services were discussed. Changes were made throughout draft #1 by Commission.

Ms Dewitt will send the Commission a revised version of Chapter 7 with the changes made.

Questions for Chapter 8 - Natural Features were discussed. Ms Dewitt said CUPPAD'S GIS Specialist would be putting together maps to support this Natural Features Chapter.

Chairman Swanson requested that the Township Board inform Planning Commission of any upcoming projects.

Public Comment: None

MOTION made by Havelka to adjourn at 8:05 p.m., seconded by Nerat, motion carried unanimously.

Respectfully Submitted by:


Patricia Barker, Secretary