**Salem Township Planning Commission**

**Minutes, June 4, 2020**

**(Virtual Meeting)**

**Call to Order, Pledge of Allegiance – 7 pm.**

**Roll Call of members – Present – Berens, Coupe, Myers, Oosterink, Pitsch, Wagner. Absent – Boyles**

**Recognition of Visitors – Shawn Culver, Watson Township Planning Commission Chairperson**

**Approval of the March 5, 2020 Minutes – Motion by Coupe, Second by Berens.**

 **Coupe – Yea, Myers – Yea, Berens – Yea, Wagner – Yea, Oosterink – Yea, Pitsch -Yea**

 **Motion carried.**

**Comments from the Public – none**

**Approval of the Agenda for the Meeting – Motion by Pitsch, Second by Coupe.**

 **Berens – Yea, Wagner – Yea, Oosterink – Yea, Pitsch – Yea, Coupe – Yea, Myers – Yea**

 **Motion carried.**

**Conflict of interest – none noted**

**New Business**

**Due to meeting format, Chair asked for a motion to table public hearing for New Salem Rezoning and SUP for Mineral Extraction (Top Grade). Motion by Oosterink, Second by Coupe**

 **Osterink – Yea, Berens – Yea, Wagner – Yea, Pitsch – Yea, Myers – Yea, Coupe – Yea.**

 **Motion carried.**

**Public Hearing for SUP, Home Occupation (Paul) – Overview by Myers/Paul – use of accessory building as kitchen to produce food items for off-site sale, for example at farm markets. The hours of operation would depend on orders, mainly 9 – 5 but asking for 24 hour schedule for flexibility. 4 – 5 days a week, Tuesday through Saturday with no Sunday operation. Department of Ag advised the applicants that Planning Commission was the first step toward goal. They are working with Health Department as they go along in building. Currently they have 4 floor drains, rest room, water and hook up.**

**Oosterink asked if operation is strictly delivery or if there will also be pick up. Applicants replied that it will be delivery only. They were then asked at what point the business becomes outside rather than cottage operation. Hey replied that the state says that point ifs when it is a $35,000 operation.**

**Pitsch asked about any plans for employees – they replied that they do not have any plans for employees so are willing to have limit set at 0 (zero).**

**Public Hearing opened at 7:16 pm. No comment from the public. Motion to close Public Hearing at 7:17 pm by Oosterink, Second by Coupe.**

 **Oosterink – Yea, Coupe – Yea, Pitsch – Yea, Berens – Yea, Wagner – Yea, Myers – Yea**

**Motion carried.**

**Findings of Fact – Compliance with Standards for Type II Home Occupations**

1. **Complies as they reside there in house and will use existing accessory building.**

**Oosterink – Yea, Pitsch – Yea, Coupe – Yea, Wagner – Yea, Myers – Yea, Berens – Yea.**

1. **Complies as it is a small operation that probably won’t even be noticed.**

**Wagner – Yea, Myers – Yea, Berens – Yea, Oosterink – Yea, Pitsch – Yea, Coupe – Yea.**

1. **Complies – less impact than some permitted uses.**

**Coupe – Yea, Pitsch – Yea, Oosterink – Yea, Berens – Yea, Myers – Yea, Wagner – Yea.**

1. **Complies – No toxic or hazardous materials**

**Pitsch – yea, Myers – Yea, Wagner – Yea, Berens – Yea, Coupe – Yea, Oosterink – Yea.**

1. **Complies – no employees – less impact.**

**Berens – Yea, Coupe – Yea, Myers – Yea, Pitsch – Yea, Oosterink – Yea, Wagner – Yea.**

 **Motion to approve application with the following conditions:**

 **Hours – 24/day, Monday through Saturday, no Sunday**

 **Delivery only, no pick up**

 **No employees**

 **Obtain Health Department approval**

 **By Wagner, Second by Berens**

 **Coupe – Yea, Pitsch – Yea, Myers – Yea, Oosterink – Yea, Berens – Yea, Wagner – Yea.**

**Motion carried.**

**Old Business**

 **Inspections on hold due to Corona – report next month.**

**Correspondence Received – Letter from Jamestown Township – regarding revision of**

 **their Master Plan.**

 **Reports and Comments**

 **Township Board – none**

 **PCI – none**

 **Other/Roundtable – none**

 **NEXT MEETING: JULY 9, 2020**

 **Motion to Adjourn at 7:29 by Oosterink, Second by Coupe.**

 **Pitsch – Yea, Berens – Yea-Wagner – Yea, Coupe = Yea, Oosterink – Yea, Myers – Yea.**

 **Motion carried.**