

Chairman Denhof called the meeting to order at 7:00 p.m. Other members present: Susan Balcom, Helen Dietrich, Dale Fedewa, Martha Fuhst, Troy Goodno & Norm VanDyke. Planner, Brian Werschem, was also in attendance.

**Agenda Approval-**

Motion by Balcom to approve the agenda as amended. Second-Fuhst, motion carries.

**Public Comment-**

Two property owners discussed their requests for land divisions. Both were directed to contact the Township office and provide additional information.

**Approval of Minutes-**

Motion by Goodno to adopt the minutes of 5/22/2017 as presented. Second-Fuhst, motion carries.

**Unfinished Business-**

Site Plan Review Process-the forms and requirements for site plans were reviewed. A streamlined application form, with different levels of information based on the type of project. All forms in the special use and land division process will be looked at to try to simplify the paperwork. It should be made clear that a formal survey is not always necessary, but drawings must have all required information regarding lot size, existing structures, setbacks, etc. A checklist to assist applicants was suggested.

Dietrich asked to confirm receipt of the Agricultural Impact Statements required as a condition of approval for the land divisions presented at the May meeting. Both forms have been submitted.

Schoenborn Special Use-Motion by Dietrich that the item, which had been tabled, be reinstated. Second-Fedewa, motion carries. Motion by Dietrich that the additional information submitted by the applicant be considered as sufficient, and the request be approved. There was discussion of the site plan, and how the use of the building for personal storage should be classified. Motion seconded by VanDyke to approve with the stipulation that no fertilizer, or other hazardous materials, be stored in the building. Motion carries.

**New Business-**

None

**Planning Commission Discussion**

Planner Werschem will now be handling all matters that require Planning Commission review. ZA Harrison will continue to work on zoning enforcement, permits and land divisions that do not come before the Planning Commission.

Dietrich asked that the parking ordinance requirements be reviewed. It will be placed on the August agenda.

**Adjournment-**

Motion to adjourn at 8:35 p.m.

Janice Redding  
Chester Township Clerk

*(Any document referenced in these minutes is on file in the Clerk's office)*