

Vice-Chairman Vandyke called the meeting to order at 7:04 p.m. Other members present: Susan Balcom, Helen Dietrich, Dale Fedewa & Troy Goodno. Planner, Brian Werschem, was also in attendance. Absent: Jon Denhof & Martha Fuhst

**Agenda Approval-**

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

**Public Comment-**

None

**Approval of Minutes-**

Motion by Fedewa to adopt the minutes of 6/26/2017 as presented. Second-Goodno, motion carries.

Chairman Denhof arrived at 7:14 and took over meeting.

**Unfinished Business-**

Site Plan Review Form- Werschem went over forms he is working on:

- a) Site plan checklist for application-handed out blank form and the form is ready to use
- b) Agriculture Land Division Checklist with a basic cover sheet which would include step by step process (including where to go for most of the information) and Agriculture Impact Statement, hopes to have a completed draft at the next meeting. Denhof would like reference & understanding on checklist to the Master Plan and if negative impact to Master Plan, a red flag would be raised and the division can be denied. Fedewa asked for clarification on the divisions for 40 acre parcels and Werschem will look into more of Chapter 9, 902.C.E and the interpretation.

**New Business-**

Application Review-Atwood

Atwood needs to submit written notice of what happened to well and septic with report from Ottawa County

Motion by Fedewa, second by Vandyke to approve Atwood for Public Hearing for August with conditions of notification of the status of well and septic

**Planning Commission Discussion**

Balcom – appreciates the work that Werschem is doing to make it easier for applicants

Goodno asked for status on Conklin Classics

Werschem reported that owner asked for an extension and he will call owner

Vandyke gave a “at-a-boy” for the work and input that Werschem is doing for the Planning Commission with Dietrich and Denhof agreeing.

**Adjournment-**

Motion to adjourn at 7:49 p.m.

Evelyn Coxon

Chester Township Deputy Clerk

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