

Webber Township Planning Commission

January 6, 2025, Meeting Minutes

Meeting Call to Order:

Chair Tim Jannereth called the meeting to order at 5:59 PM.

Pledge of Allegiance:

Chair Tim Jannereth led the Pledge of Allegiance.

Roll Call:

- Kevin Newell: Present
- Virginia Hammer: Present
- Mindy Gallentine: Present
- Timothy Jannereth: Present
- Kimberly Gunneman: Present
- Janita Fisher: Excused Absence
- Kathy Rose: Present

Approval of Agenda:

Kevin Newell moved to approve the agenda as presented, and Mindy Gallentine seconded.

Vote: All Ayes, 0 Nays. **Motion carried.**

Approval of December 2, 2024, Meeting Minutes:

Kim Gunneman moved to approve the December 2, 2024, meeting minutes as presented, and Kevin Newell seconded.

Vote: All Ayes, 0 Nays. **Motion carried.**

Reports

Chair's Report:

Chair Tim Jannereth reported the following updates:

- He contacted the Zoning Administrator later than planned but presented a report to the Planning Board.
- The Zoning Administrator reported **15 camping violations** and **12 camping applications** were mailed for the 2024 camping season.
- A land-use permit was granted for the demolition of a structure listed within the blight log.

The Zoning Administrator also stated that the Chair requested a list of current zoning violations to identify high-priority areas. While acknowledging that this task may be challenging, the Zoning Administrator plans to provide findings and prepare a list of recommendations for the Planning Commission.

Introduction of New Liaison:

Tim Jannereth introduced Kathy Rose as the new Planning Board Liaison.

Kathy Rose provided a brief introduction, noting her role as a new Webber Township Trustee and liaison for the Planning Commission. She expressed a willingness to learn alongside the board.

Chair Jannereth requested that Kathy Rose provide her contact information to be added to the Planning Board membership informational sheet.

Old & Unfinished Business

Review of the Master Plan (Land Use Plan):

- Tim Jannereth reported that he contacted Williams & Works, who provided a copy of the 2024 drafted Land Use Plan, including a colored map of land use changes.
- Copies of the draft were distributed to Planning Board members for review.
- **Action:**
 - Members are urged to review the map for notable changes.
 - Kim Gunneman photographed the map and will share it with other board members.
 - A motion was made by Mindy Gallentine and supported by Kevin Newell to table the Land Use Plan review until the February meeting.

Vote: All Ayes, 0 Nays. Motion carried.

Review of Ordinances:

- Tim Jannereth proposed tabling the review of ordinances until Kathy Rose consults with the Township Board to obtain the current list of ordinances under review.
- **Action:**
 - Motion by Mindy Gallentine, supported by Kim Gunneman, to table the ordinance review until the February meeting.

Vote: All Ayes, 0 Nays. Motion carried.

Citizen Planner Class:

- Chair Jannereth reached out to Ryan Coffee, who responded alongside Jodi Nichols of the Housing Coalition. Both expressed interest in hosting the class.
- **Action:**
 - Tim is awaiting confirmation on scheduling from Ryan and Jodi.

- Kim Gunneman, as a member of the Housing Coalition, will follow up with Jodi Nichols.

Bylaws Review:

- Discussion covered the following points:
 - Re-election terms for board members (Paragraph 4, Section 1) should occur in January.
 - There was confusion regarding the Township Supervisor's "hat draw" for term assignments, which deviates from the bylaws.
 - Absence policies were discussed, including who excuses absences and how they are reported to the Township Board.
 - **Actions:**
 - Liaison Kathy Rose will verify re-election procedures with the Township Board.
 - A motion was made by Mindy Gallentine and supported by Kim Gunneman to table the re-election and terms discussion until February.
Vote: All Ayes, 0 Nays. **Motion carried.**
 - The board reviewed the requirement for board members to complete the Citizen Planner course within one year, as stipulated in the bylaws, and determined that this is not an issue.
 - The board briefly discussed restructuring the agenda to better align with the bylaws.
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New Business

No new business was presented.

Public Comment

No public comments were made.

Next Meeting

The next meeting is scheduled for **Monday, February 6, 2025, at 6:00 PM.**

Adjournment

The meeting adjourned at 6:33 PM.

- Motion to adjourn by Tim Jannereth.
- Seconded by Mindy Gallentine and supported by Kevin Newell.
Vote: All Ayes, 0 Nays. Motion carried.

The full recording of the meeting will be available for up to 30 days.

Respectfully Submitted By:

Mindy Gallentine
