Webber Township Planning Commission Special Meeting

Meeting Minutes 10-14-2026

1. **Call to Order -** Jacqueline called the meeting to order at 6:00 PM.

2. **Pledge of Allegiance –** Jacqueline Jacobs led the Pledge of Allegiance.

3. **Roll Call -** Kelly McCune present, Jacqueline Jacobs present, Ginny Hammer present, Elizabeth Burrows present, Kevin Newell present.

4. **Approval of Agenda –** Kelly McCune made a motion to approve the Agenda. Ginny Hammer seconds that motion. All in favor. Motion Carries. 5 yes.

5. **Approval of Minutes –** Kelly McCune made a motion to approve the meeting minutes from September 30, 2026. Jacqueline Jacobs identified a change in the title. 'Agenda for meeting on 09-30-2026' should be changed to 'Meeting Minutes 09-30-2026'. Kelly McCune identified a change on the Uses Grid, Manufacturing, processing or Assembly should have Special Use (SU) under the Residential column. Liz Burrows will make these changes. All in favor. Motion Carries. 5 yes.

6. **General Business**
   - **Continuation of Zoning Ordinance Review (Questions/Concerns 5-21 from the Public Meetings held on August 22nd and 23rd, 2026)**

     6.1 - 6.4 completed at the Special Meeting held 09-30-2026.

     6.5 Allow one or two lots to have a dwelling that meets setbacks with a well and septic while adding a situation that the land can't be split or divided. The property cannot be divided. Three lots are required to build.

     6.6 Define an acre and clarify if lots can make up an acre. One acre equals 43,600 square feet. Lots must be contiguous and can become the total sum of an acre.

     6.7 Decide if the whole Rustic Sportsman Cabin (RSC) ordinance is going into the new book. The Planning Commission will review Tiny House requirements and where they are permitted (i.e. Residential) versus Rustic Cabin requirements and where they are permitted (i.e. Recreational) to determine if changes are required. The property owner would need to create a plan outlining what will be used (i.e. septic versus outhouse) and present it to the Health Department for review. The Planning Commission agreed that the entire RSC Ordinance will be placed in the new book.

     6.8 Review whether livestock can reside in a Residential district. Planning Commission will compare old Zoning Ordinances with new Zoning Ordinances to determine if livestock can reside in Residential areas. Jacqueline consulted with Andy. Andy will place the Chart back in the book.

     6.9 Can you build a garage before a house and where is that stated in the Zoning Book? Planning Commission will review existing ordinance. If needed, consult with the Building Department to determine what is acceptable and what the Building Department will or will not allow. Jacqueline will reach out to the Building Department.

6.10 **Adding fences that are 7 feet would need a building permit.** Planning Commission will review existing ordinance. Fences over 7 feet require a building permit. Up to 6 foot fences are allowed in the front yard. Section 3.18B to state Residential front fence up to 6 foot with side and back yard fences up to 7 foot. Commercial and Industrial front fence up to 6 foot with side and back yard fences up to 8 foot. Eight feet fences require a Building permit and a Land Use permit.

6.11 **Spelling error on Watercourse Ordinance.** Planning Commission will correct spelling errors. Corrected.

6.12 **Clarify if 16 foot size for dwellings include single-wides or just stick-built. No manufactured mobile home ordinance.** This will be reviewed at a later date. Need more information around whether this is 16x16 or only 16 wide. Tabled until further clarification.

6.13 **Delete temporary dwelling permit or create one?** Planning Commission will review and remove temporary dwelling. May need to fall in line with what the Building Department will allow. Completely remove Temporary Dwelling Permit.

6.14 **Permit accessory dwelling in Recreation and Residential?** Special Use may make more sense. Planning Commission will review Accessory definitions. Updated in Section 5.01 Uses and Dimensional Standards chart.

6.15 **Disagree about permitting numerous things especially in the Commercial district.** The Planning Commission will review all items listed as 'Permitted' under Commercial Use under Section 5.01 to determine whether the Zoning Administrator can solely permit use or whether they should be presented to the Planning Commission. Updated in Section 5.01 Uses and Dimensional Standards chart.

6.16 **Disagree that many things are bypassing the Planning Commission to the Zoning Administrator only and had concerns that it might not be done properly.** Redundant of item number fifteen. Updated in Section 5.01 Uses and Dimensional Standards chart.

6.17 **Exclude camping in Commercial and clarify how many campers at dwellings. Clarify if the Board wants tents setup all year long when it states temporary.** Ordinance states temporary. Planning Commission will add only two campers per dwelling. Exclude campers in Commercial areas. Tents are also temporary. Completed. Andy has made updates.

6.18 **Add a permitted use for Storage Containers in what once was Shipping Containers.** Planning Commission will review verbiage to potentially rename as Accessory Storage. Completed. Andy has made updates.

6.19 **Have the Live Work / Mixed Use as a Special Use in Commercial district.** The Planning Commission will review the definitions under Commercial use. Completed. Andy has made updates.

6.20 **Vehicle Storage shouldn't need an enclosed building or require being licensed. Address numerous vehicles if that is the concern.** Six cars on a lot is considered a used car lot and each car must be licensed. Planning Commission will review verbiage in Section 3.19. The Planning Commission agreed to remove this ordinance.

6.21 **Addition: Review landscaping section of the Zoning Ordinance.** Planning Commission will review Commercial district requirements. The Planning Commission agreed to keep this ordinance as is.

Kelly McCune reminded the Planning Commission that the entire Webber Township Zoning Ordinance Draft should be reviewed to identify any inaccuracies or outstanding changes in preparation for the next Planning Commission meeting scheduled for November 2, 2026.

Kelly McCune identified the following changes to the Ordinances within the Webber Township Zoning Ordinances Draft;

- **Section 3.08** - Completely remove Section.
- **Section 3.22.3** - Add locations on Chart. Wording for Residential. Remove Residential 1 and 2.
- **Section 3.20** - Change C to A and E to C
- **Section 4.02.9** - Jacqueline to check with the Zoning Administrator on District Boundary Lines.
- **Section 6.01** - Purpose and Intent must match Section 5.01 Uses and Dimensional Standards grid.
- **Section 6.02** - Permitted Uses must match Section 5.01 Uses and Dimensional Standards grid.
- **Section 6.03** - Special Land Uses must match Section 5.01 Uses and Dimensional Standards grid.
- **Section 6.04** - District Requirements must match Section 5.01 Uses and Dimensional Standards grid.

The Planning Commission discussed the best method for presenting these changes to the board. It was agreed that the Planning Commission Secretary would compose a document outlining only the Sections where changes have occurred. This document will be presented and reviewed at the November 2, 2026 Planning Commission meeting and upon approval, will be presented to the Board at a Special Meeting scheduled at a later date.

Review Ordinance Templates

- **Data Center -** The Board will review the Data Center template Jacqueline Jacobs provided.
- **Solar Farm -** Jacqueline Jacobs will provide a template at the November 2, 2026 Planning Commission meeting.
- **Wind Farm -** Jacqueline Jacobs will provide a template at the November 2, 2026 Planning Commission meeting.

7. **Public Comment –** No Public Comment

8. **Adjournment -** Kelly made a motion to adjourn. Kevin seconds the motion. All in favor. Motion Carries. 5 yes. Meeting adjourned 8:12 pm.

Respectfully Submitted: Elizabeth Burrows