

YATES TOWNSHIP PLANNING COMMISSION
REGULAR MEETING FINAL MINUTES
April 10, 2025 5:30 P.M. ET

1) The meeting was called to order by Chair Chris Grier at 5:42 p.m.

2) Roll Call attendance was as follows:

Present: YTB Rep. & Ex-officio Shawn Coffey, Commissioner Amy Ellis, Secretary Blair Evans, Chair Chris Grier, Commissioner Kyle Green and Commissioner Linda McClure.
Absent: Commissioner. Beulah Guydon

A quorum was established.

3) The Pledge of Allegiance was recited.

4) Approval of the Agenda

Motion by Commissioner Ellis to approve the agenda as written, seconded by Commissioner McClure.

Chair Grier requested to postpone 10.a through 10.c until the next meeting, there was unanimous consent.

Motion to approve agenda with changes carried by unanimous voice vote.

5) Information from the public for items on the agenda:

Ms. Dumars asked for clarification for what was under items 11.b and 11.d.

6) Approval of Minutes

Motion by Ex-officio Coffey to approve the minutes of March 13, 2025, seconded by Commissioner Green.

Motion to approve carried by unanimous voice vote.

7) Approval of Department's expense report (none this month)

Chair Grier reviewed information from the Clerk on charges against the PC accounts. Secretary Evans asked for clarification on contents of columns. Secretary Evans agreed to speak with the Clerk about report format and distribute a history document to new board members.

8) Unfinished business and reports

d. Report on Zoning Administration

Acting Zoning Administrator (Supervisor Johnson) presented the activity over the last month. He also noted 3 ZBA cases prepared for hearings. Current Zoning Administration hours are Monday through Thursday from 10 am to 2 pm.

e. Update on status of Master Plan and amendment

Secretary Evans gave an overview of the history of the Master Plan amendment, the planning grant received, the strategic plan funded, and the direction for joint planning with Lake County. Secretary Evans also explained the relationship between the Master Planning and future zoning along with the importance of community engagement.

9) New Business

- a. Review Recreational Marijuana and Short Term Rental regulatory ordinances

Secretary Evans lead discussion of the role of process and objective criteria in the by-laws for the Planning Commission related to STR and Medical Marijuana ordinances.

Commissioners surfaced clarifications and suggestions around STR regulatory ordinance.

- b. Review zoning Districts and residential types from Zoning Ordinance

Commissioners agreed to review the related information in the ordinance for future analysis.

- c. Skipped, covered earlier - Review and update Zoning ordinance based responsibilities of PC due to new Recreational Marijuana and STR regulatory ordinances

- d. Review Amend zoning map to restore zoning in Idlewild Terrace #2, Idlewild Terrace #4 and some acreage S of 72nd and East of Forman Rd to Community Residential (RC).

Secretary summarized the background of the issue.

Secretary Evans moved to amend the zoning map to restore Idlewild Terrace #2 and #4 and small amount of acreage below 72nd to be consistent with the previous zoning map. Second by Commissioner Ellis.

Chair Grier called for public comment.

Supervisor Johnson pointed out additional areas that were platted but were zoned Agricultural in the previous zoning.

Motion to approve carried by unanimous voice vote.

Secretary moved to authorize the Chair to call a public hearing once the map update is complete. Second by Commissioner Green.

Motion to approve carried by unanimous voice vote.

- e. Begin by-laws update by establishing working group

Secretary Evans moved to establish a working group to draft additions to the by-laws.

Chair Grier appointed Commissioner Guydon. Secretary Evans volunteered. Commissioner Green volunteered.

10) Public Comment: according to the Planning Commission bylaws

Susan Matous commented on the history of Chair Evans collecting required documents that were missing when he joined the Planning Commission.

Erica Tate suggested that the Commission consider container homes in future planning.

Beulah Guydon commented that she was traveling and had questions on the type of commercial housing.

Frank Cargle asked how many STR are allowed under the limits.

11) Adjournment

Motion to adjourn by Commissioner Green, second by Commissioner McClure.

Motion approved by unanimous voice vote.

Meeting adjourned by Chair Grier at 7:40 p.m.

Respectfully Submitted

A handwritten signature in cursive script that reads "Blair Evans".

Secretary Blair Evans