

YATES TOWNSHIP PLANNING COMMISSION  
REGULAR MEETING FINAL MINUTES  
February 13, 2025 5:30 P.M. ET

1) The meeting was called to order by Chair Chris Grier at 5:33 p.m.

2) Roll Call attendance was as follows:

Present: YTB Rep. & Ex-officio Shawn Coffey, Commissioner Amy Ellis, Secretary Blair Evans, and Chair Chris Grier.

Absent: Commissioner Kyle Green and 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 Ex-officio Coffey.

Secretary Evans moved to amend the agenda to change approval of minutes from Nov 10 2024 to January 27, 2025 and addition of selection of a chair/facilitator for the special meeting on 2/21 when Chair Grier will be absent.

Motion to amend carried by unanimous voice vote.

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

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

No comments offered.

6) Approval of Minutes

Motion by Commissioner Ellis to approve the minutes of January 9, 2025, seconded by Secretary Evans.

Commissioner Ellis offered a correction of the regular meeting day from Tuesday to Thursday.

Motion to approve with corrections carried by unanimous voice vote.

Motion by Secretary Evans to approve the minutes of January 27, 2025, seconded by Commissioner Ellis.

Motion to approve carried by unanimous voice vote.

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

8) Unfinished business and reports

a. Training updates

None offered.

- b. Report from each member of the Commission on the segment of the township they represent for the past month.

Chair Grier indicated that we will revisit redistributing assignments to interest areas as the new members complete training and are in attendance.

Secretary Evans reported on Lake County Housing Commission activity and progress on joint planning with the County on Master and Parks and Rec plans.

- c. Work plan review and determination of action items

Commissioners discussed budget for the FY26 budget will be similar to FY25 depending on information from Supervisor on available funds.

Discussed pairing at the March meeting to handle sections for scheduling the zoning assessment activities (MSEe tool)

- d. Report on Zoning Administration

Chair Grier read the report.

- e. Zoning ordinance based responsibilities of PC
  - i. Existing based on March 10, 2024 Zoning Ordinance

Commissioners reviewed "YTPC Zoning Ordinance PC implications" document, Secretary Evans led the discussion.

- ii. Potential based on STR regulatory ordinances

Commissioners briefly reviewed document.

- iii. Potential based on Recreational Marijuana zoning and regulatory ordinances

#### 9) New Business

- a. FY26 budget

Commissioners discussed the March budgeting timeline.

- b. Prep for February 21 Special Meeting and Hearing on recreation marijuana Zoning Ordinance

Commissioners discussed the latest information on feedback from lawyer and the change to 100' setback with indoor only grow operations. Further discuss on interpretation of "permanent indoor structure".

Commissioner Ellis suggested thinking of 200' setback instead of 100'. Commissioners discussed the tradeoffs for odor, traffic, security, visual, etc.

Motion by Commissioner Ellis to have Secretary Evans facilitate (temporary chair) the special meeting and public hearing on February 21, seconded by Ex-officio Coffey.

Motion carried by unanimous voice vote.

#### 10) Public Comment: according to the Planning Commission bylaws

Susan Matous asked if there was a formal request to expand seating to accommodate all 7 commissioners and on how many homes are in the districts with the ordinance. She also asked about multiple commissioners trained to facilitate.

Supervisor Johnson expressed appreciation for giving feedback on the ordinances.

11) Adjournment

Motion by Secretary Evans to adjourn, seconded by Commissioner Ellis.

Motion carried by unanimous voice vote.

Meeting adjourned by Chair Grier at 6:40 p.m.

Respectfully Submitted

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

Secretary Blair Evans

YATES TOWNSHIP PLANNING COMMISSION  
SPECIAL MEETING FINAL MINUTES  
February 21, 2025 5:30 P.M. ET

- 1) The meeting was called to order by Acting Chair Evans at 5:38 p.m.
- 2) Roll Call attendance was as follows:

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

A quorum was established.

- 3) The Pledge of Allegiance was recited.
- 4) Approval of the Agenda

Motion by Secretary Evans to approve the agenda as written, seconded by Commissioner Guydon.

Motion to approve agenda carried by unanimous voice vote.

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

No comments offered.

#### New Business

- 6) Public Hearing on text of draft Zoning Ordinance

Motion by Secretary Evans to open the public hearing on the text of the draft zoning ordinance for Recreational Marijuana., seconded by Commissioner Ellis.

Motion to open the hearing carried by unanimous voice vote.

Question offered on zoom by Mr. Andre Watson. He asked if there will be any outdoor grow allowed under the ordinance as written. Secretary Evans responded no and gave the history and reasoning that led to that provision as it related to distance from residences, space requirements, odor control, etc. Supervisor Johnson conveyed information from the TWSP board deliberation and discussion with the TWSP attorney. He also indicated that the attorney advising the Township has extensive experience with marijuana grow in the state and indicates that the vast majority of the townships in the state also restrict to indoor only growing.

Mr. Watson and Supervisor Johnson discussed the court decision related to marijuana odor control vs other agricultural operations. Secretary Evans pointed out that this ordinance applies to Industrial and Highway-Commercial zoning districts in addition to Agricultural.

Secretary Evans noted that there has never been a site approval requested of the Planning Commission for marijuana operations. Mr. Watson indicated that he had two sites in consideration for cannabis operation - a parcel on Hwy 10 and another parcel on Broadway and they were looking at outside grow.

Secretary Evans discussed the meaning of indoor grow in a "permanent indoor structure".

Supervisor Johnson made a request for any additional information that could further inform the indoor vs outdoor constraints.

No more comments were offered. Motion by Secretary Evans to close the public hearing, seconded by Ex-officio Coffey.

Motion to close the hearing carried by unanimous voice vote.

7) Revisions to text of draft zoning ordinance.

Ex-officio Coffey discussed the ability for the Board to revise the ordinance in the future for outdoor grow if desired.

Motion by Secretary Evans to move the ordinance forward as written, seconded by Ex-officio Coffey.

Motion to move the ordinance forward as written carried by unanimous roll call vote. YTB Rep. & Ex-officio Shawn Coffey - YES, Commissioner Amy Ellis - YES, Secretary Blair Evans - YES, Commissioner Beulah Guydon - YES and Commissioner Linda McClure - YES.

Secretary Evans indicated that he would immediately forward the ordinance to the County Planning Commission.

8) Public Comment: according to the Planning Commission bylaws

Mr. Watson indicated that is organization would be open to adjusting the concentration of facilities.

9) Adjournment

Motion by Commissioner Ellis to adjourn, second by Commissioner Guydon.

Motion to close the hearing carried by unanimous voice vote.

Meeting adjourned by Acting Chair Evans at 6:04 p.m.

Respectfully Submitted



Secretary Blair Evans