

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

1) The meeting was called to order by Chair Chris Grier at 5:40 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 Beulah Guydon and Commissioner Linda McClure.  
Absent: Commissioner Kyle Green.

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 Guydon.

Chair Grier commented to add review of budget as item 11.c.

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

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

Frank Cargle commented on the need to consider growth with regard to the STR ordinance.

6) Approval of Minutes

Motion by Commissioner Ellis to approve the minutes of February 13 and 21 2025, 2025, seconded by Ex-officio Coffey.

Motion to approve carried by unanimous voice vote.

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

Chair Grier suggested that we get information from the Clerk on charges against the PC accounts before each meeting. The commissioners agreed that the Chair should do this.

8) Unfinished business and reports

a. Training updates

Commissioner Guydon confirmed that she completed the Citizen Planner training.

Secretary Evans discussed the options for new members including an upcoming in-person training in Webber.

Commissioner Ellis notified the commissioners of an upcoming MTA introductory training.

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

Chair Grier spoke of the school bond.

Secretary Evans reported on progress on joint planning with the county on Master and Parks and Rec plans.

- c. Work plan review and determination of action items

Discussion delayed to following meeting.

- d. Report on Zoning Administration

No report received.

- e. Final recommendation of Recreational Marijuana zoning ordinance to Yates Township Board

Secretary Evans moved to send the Ordinance as written to the Yates Township Board for adoption, seconded by Commissioner Guydon.

Commissioner moved to amend the ordinance to change the setback distance to 200' from 100'. Seconded by Secretary Evans.

Motion failed by roll call vote. Shawn Coffey -N, Amy Ellis -Y, Blair Evans -N, Chris Grier -N, Beulah Guydon -N, Linda McClure -N

Motion to send to Board carried by unanimous voice vote.

- f. Zoning ordinance-based responsibilities of PC

Secretary Evans discussed additional measures in document describing responsibilities.

#### 9) New Business

- a. Prepare feedback to YTB on proposed Recreational Marijuana regulatory ordinance

Secretary Evans lead discussion of the role of SOPs and by-laws for the Planning Commission, Zoning Administrator and ZBA related to STR and Medical Marijuana ordinances.

- b. Prepare feedback to YTB on proposed Short Term Rental regulatory ordinance

Secretary Evans lead discussion of the role of SOPs and by-laws for the Planning Commission, Zoning Administrator and ZBA related to STR and Medical Marijuana ordinances. Commissioners also looked at areas where the zoning and regulatory ordinance seem to differ.

- c. FY26 budget

Not discussed due to time constraint.

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

Mimi Holmes asked for clarity on the minimum size of commercial buildings. She also asked about bats as nuisance in abandoned property.

Frank Cargle commented on the desire to have STR restrictions consistent with a residents flexibility to use their property.

Kurt Johnson encouraged continued thought and feedback.

Supervisor Johnson expressed appreciation for giving feedback on the ordinances.

11) Adjournment

Meeting adjourned by Chair Grier at 7:31 p.m.

**Respectfully Submitted**

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

**Secretary Blair Evans**