

SUMMIT TOWNSHIP PLANNING COMMISSION
Reorganization/Regular Business Meeting
Monday, January 8, 2024

The Summit Township Planning Commission reorganization/regular business meeting was called to order by Chairman Timothy Will at 6:30 p.m., followed by a salute to the flag. Present were Board members Christopher Lynch, Christine Matheis, Ron McElderry. Also present were Zoning Administrator Tamara Cass, Zoning Administrative Assistant Debra Jageman, Engineer Matthew Jonas, PE, LEED AP and (5) five interested members of the public.

CALL TO ORDER

Motion by Lynch, seconded by Matheis to reappoint Tim Will as Chairman for 2024, Christopher Lynch as Vice Chairman, and Tamara Cass as staff secretary for 2024.

Vote: 4/0

2024 BOARD
APPOINTMENTS

Motion by Will, seconded by McElderry for approval of the 2023 Annual Report, as presented.

Vote: 4/0

APPROVAL OF WRITTEN
REPORT

Motion by McElderry, seconded by Matheis to approve the December 11, 2023, meeting minutes, as presented.

Vote: 4/0

APPROVAL OF MINUTES

Mike Sanford, of Sanford Surveying and Engineering was present on behalf of the Hanlon Property Preliminary Subdivision Plan, Parcel ID No. 40-022-094.0-005.00, RR (Resources-Rural). Sanford explained the plan is being proposed by the owners to subdivide the existing 39-acre parcel into 4 separate parcels. Lot 1 will become a 2-acre parcel with an approved septic site. Lot 2 will become a 3.9-acre parcel with an approved septic site. Lot 3 will become a 12.3-acre parcel. Lot 3 is dedicated for the express purpose of agricultural use as no portion is approved for the installation of any sewage disposal facility. Parcel ID No. 40-022-094.0-005.00 will become a 20.9-acre parcel after the subdivision. Will asked how close to the property line can you have a septic system. Sanford stated that the system must be 10 ft. from the property line.

HANLON PROPERTY-
Preliminary Subdivision
Plan

Motion by Lynch, seconded by Matheis to recommend approval of the Hanlon Property Preliminary Subdivision Plan, Parcel ID No. 40-022-094.0-005.00, RR (Resources Rural), as presented.

Vote: 4/0

APPROVAL
RECOMMENDED

Motion by McElderry, seconded by Matheis to authorize Chairman Will sign the Hanlon Property Component 1 Planning Module.

Vote: 4/0

HANLON PROPERTY
COMPONENT 1
PLANNING MODULE –
AUTHORIZATION TO
SIGN-SIGNATURE
AUTHORIZED

Jonas and Cass had no report regarding the Comprehensive Plan Implementation Update.

COMPREHENSIVE PLAN
IMPLEMENTATION
UPDATE

Motion by Matheis, seconded by McElderry to adjourn the meeting at 6:41pm.

Vote: 4/0

ADJOURNMENT

Respectfully submitted,



Tamara L. Cass
Zoning Administrator