

**WATERVLIET CHARTER TOWNSHIP
PLANNING COMMISSION
REGULAR MEETING MINUTES
DECEMBER 5, 2023**

Present: Colleen Curtis, Lane Blatchford, Deanna Heminger, Louis Nordell, Joseph Stepich, Deane Fizzell.

Also Present: None.

Chairperson Heminger called the meeting to order at 2:00 p.m.

The minutes of the November 14, 2023 meeting were read. C. Curtis made the motion to approve the minutes as read. L. Nordell seconded and the motion carried unanimously.

Solicitation Ordinance

J. Stepich presented the final draft of the proposed Solicitation Ordinance. He noted that some changes have been made, adding that most of the changes were cosmetic, however, he did state that the bond requirement was omitted. As it was stated previously that religious and political organizations can not be prohibited from door to door solicitations, the ordinance would only require the event's sponsor or organizer to obtain a license for informational purposes only.

With that stated, D. Fizzell made a motion to recommend its adoption by the Township Board. L. Blatchford seconded and a roll call vote was as follows: C. Curtis, yea; D. Fizzell, yea; L. Blatchford, yea; L. Nordell, yea; J. Stepich, yea; D. Heminger, yea. Motion carried unanimously.

Special Events Permit

J. Stepich informed the Commissioners that Township Legal Counsel, Jessica Fette, is working on a draft ordinance for the proposed issuance of permits for special events within the township. It was noted that a fee of \$100 would be charged for any event that would require any township services. It was also noted that any organization or individual who holds a special event but fails to obtain the permit would be charged a punitive fee of \$500; or anyone that holds a special event - even with a properly issued permit - would be charged the same \$500 fee if the Township needs to clean the property after the event.

With there being no further business before the Planning Commission, D. Fizzell made a motion to adjourn. J. Stepich seconded and the motion carried unanimously.

The meeting was adjourned at 2:14 p.m.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Robert Lohr". The signature is written in dark ink and is positioned above the printed name.

Robert Lohr
Zoning Administrator