

**PLANNING COMMISSION MINUTES
OCTOBER 9, 2012**

Dennis Smith chaired the meeting and called it to order at 7 p.m. Present: Dennis Smith, Jim Ware, Margo Leach, Troy Brady, Chip Horne and Kathy Howley. The minutes of the September 27th meeting were approved as submitted.

A discussion on process and procedures for handling the review of draft ordinance documents and preliminary/final plans was discussed. Dennis Smith summarized the discussion that took place at the last meeting on 9/27/12 focusing on the comments made by members regarding the most recent draft of the proposed solar energy ordinance as it relates to use by right versus conditional use. Margo Leach pointed out that Section 7 (e) which states that the township can remove solar collectors from a roof top if they are not in compliance had concerns about enforcement of this section. Members all agreed that this section should be reviewed by Tom Oeste for the proper rewording. There was also discussion on the timing for getting this proposed ordinance folded into the new zoning draft which is scheduled for a public meeting in December. Ms. Howley will check with Mr. Oeste on this. All members present agreed they have nothing more to add as comments to the final draft of the solar ordinance for the time being and it can be sent onto the Board of Supervisors and Tom Oeste for their review. Members decided to wait on further discussion until all members were present.

Members then discussed the process of “recommendation of approval” that might be followed when a document is drafted and reviewed by members or a subdivision is submitted for review and when it is ready to be sent to the Board of Supervisors for their approval. The question of “by-laws” was brought up and whether or not it would be helpful for the Commission to look at drafting by-laws that would help to spell out procedures. Dennis Smith agreed to research this subject and get back to members with his results. Ms. Howley will check with other townships to see if any of their Planning Commissions have by-laws. With no further business the meeting adjourned at 8:30 pm.

Respectfully submitted:

Kathleen Howley
Recording Secretary