

WHITEHALL TOWNSHIP

7644 Durham Rd., Whitehall 49461

Planning Commission Meeting Minutes

June 5, 2024

I. Call to Order

Meeting called to order at 1801 by Sharon Sikkenga, Chairperson.

II. Pledge of Allegiance

III. Roll Call

Planning Commission Members Present: Kathy Dusseau, Connie Bonner, Amy Rusin, Carmen Rodrigues, Sharon Sikkenga, Tom Zmolek, and Al Wheeler. Also present: Arnie Erb, Supervisor and Amy Mortell.

IV. Welcome new member Al Wheeler.

V. Agenda Approval

Motion made by Rusin and supported by Dusseau to approve agenda as written. Motion carried all in favor.

VI. Approval of Minutes from May 2024

Motion by Dusseau to approve meeting minutes from May 1, 2024, as submitted and second by Rodriguez. Motion carried all in favor.

VII. Public Comment regarding agenda and non-agenda items – none

VIII. Site Plan Review Big John's Pizza

a. Site plan presented by Amy Mortell.

i. Mortell presented site plan drawings for Big John's Pizza to relocate to 3255 Colby Street, suites H, I, and J. One wall will be moving from existing building as to combine the three suites into one restaurant.

ii. Wheeler reminded that all ADA requirements need to be met.

iii. Sikkenga inquired on signage to be used. Mortell indicated current sign will be refurbished or a similar sign to be used.

iv. Zmolek asked about the tentative opening date. Mortell stated it is construction dependent and will need to be out of the current location by September 15.

b. Motion by Rodriguez to approve site plan review as submitted with all other ordinances to be followed and supported by Wheeler. Motion carried with a roll call vote of 7-0.

IX. Unfinished Business

a. Readoption of current Master Plan Review.

- i. Zmolek inquired on recommendations received from Brian ~~Moitek~~ <sup>Melnix RR</sup> for how to proceed with the Master Plan corrections. Erb stated he has received MTA Master Planning Guide he will be forwarding on to the Planning Commission once he has reviewed. Minor grammatical corrections can be completed without going through the approval process. Erb's recommendation is to take time to update the Master Plan with future projection outlook and plans then complete the approval process.
- ii. Dusseau queried whether the Township Board reviews the Mater Plan annually. Erb stated the board does not.
- iii. Zmolek speculated tracking and executing objectives of the Master Plan. Erb indicated other committees are involved in the process.

- b. Master Plan Review Progress - Zmolek will present his recommendations at the next regular meeting.

X. New Business – none

XI. Correspondence – none

XII. Announcements

- a. Next meeting: Wednesday, August 7, 2024

XIII. Adjournment

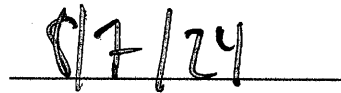
Motion was made by Rodriguez and supported by Rusin to adjourn. Motion carried all in favor. Meeting adjourned at 1910.

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Sharon Sikkenga, Chairperson

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Date



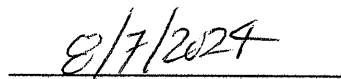
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Carmen Rodriguez, Vice-chairperson



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Date



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Amy Rusin, Secretary



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Date