

**APPROVED  
EMPIRE TOWNSHIP PLANNING COMMISSION  
REGULAR MEETING MINUTES**

**March 26, 2024**

The Empire Township Planning Commission held a regular meeting on Tuesday, March 26, 2024. The meeting was held at the Empire Township Offices.

**CALL TO ORDER:** Dale DeJager, Vice-Chair, called the meeting to order at 7:00 p.m.

**ROLL CALL:**

Members Present: Larry Krawczak, Tom Petersen, Dale DeJager, Micah Deegan

Members Absent: Duane Shugart

Staff Present: Dana Boomer, Recording Secretary

**APPROVAL OF AGENDA:** The PC briefly discussed the agenda. **Motion by Deegan, second by Petersen to approve the agenda as presented. All in favor, motion carried.**

**ANY CONFLICT OF INTEREST** – None

**APPROVAL OF MINUTES:** The PC briefly discussed the minutes of the February 20, 2024 regular meeting. The location was changed from the Offices to the Hall. **Motion by Deegan, second by Krawczak to approve the February 20, 2024 Regular Meeting Minutes as amended. All in favor, motion carried.**

**COMMUNICATIONS:** None

**PUBLIC COMMENT:** None

**ZONING ADMINISTRATOR'S REPORT:** Cypher had previously distributed his monthly reports for February 2024. **Motion by Petersen, second by Deegan to acknowledge receipt of the February 2024 written reports. All in favor, motion carried.**

**OLD BUSINESS:**

- **Master Plan Update from Board** – The Master Plan has been printed and distributed. This item will be removed from the agenda going forward.
  
- **Zoning Ordinance Review** –

The PC continued the discussion of the Zoning Ordinance, beginning with Article 4. Discussion was had on numerous items from the review list.

- Add language regarding road setbacks to Section 4.1
- Section 5.3.C & E – Add “an appropriate” before “professional engineer”
- Section 5.12 – Add “i. Methods to mitigate noise, dust, glare, and other potential

nuisances.”

- Section 13.3 – Complete re-write of section.

For the next meeting, the PC will continue to review the ZO, focusing on sections highlighted in the review list and continuing some of the outstanding discussion items. Deegan will approach the Township Board regarding whether they wish the PC to work on an updated sign ordinance.

**NEW BUSINESS:**

- A. Pleasure of the Board** – None

**PUBLIC COMMENT:** None

**BOARD COMMENT:** None

**ADJOURNMENT: Motion** by Krawczak to adjourn at 8:16 pm, Petersen seconded. With no objection, DeJager adjourned the meeting.

Respectfully Submitted,

Dana Boomer  
Recording Secretary