

**MINUTES OF THE REGULAR MEETING OF LEE TOWNSHIP
PLANNING COMMISSION
TUESDAY
DECEMBER 1, 2015
7:00 P.M., LEE TOWNSHIP HALL
MIDLAND, MICHIGAN**

PRESENT: Planning Commissioners- Tom York, Linda Taylor, Mari Spraul, Mike Spitnale and Laura Dawson

ABSENT: None

OTHERS PRESENT: None

Open Time: Mari Spraul called the meeting to order at 7:00 pm

Minutes: Tom York made a motion to approve the minutes from 11/3/15 as written. Linda Taylor seconded the motion. All in favor.

CORRESPONDENCE: None

TOPIC OF DISCUSSION: *Old Business:* Mari gave all commissioners an updated copy of changes for possible text amendments. Planning Commissioners had discussion, made sure no other changes or corrections were needed. Tom York made a motion to send what verbiage we have to the Board for deliberations. Linda Taylor seconded the motion. Roll call was taken: Tom York: yes, Linda Taylor: yes, Mike Spitnale: yes, Mari Spraul: yes, and Laura Dawson: no. Mari Spraul presented the 2016 Calendar to Planning Commissioners, Linda Taylor made a motion to approve the 2016 Calendar as presented. Mike Spitnale seconded the motion. All in favor.

PUBLIC COMMENT: None

TOPIC OF DISCUSSION: *New Business:* 2015 End of the Year Report was presented by Laura Dawson, upon completion of 2015 Laura will finalize and turn in to the Township Board. Linda Taylor made a motion to approve the Site Plan Review check list presented by Laura Dawson. Tom York seconded the motion. All in favor. Said form will be for Planning Commissioners use. Linda Taylor made a motion to approve the new Local Business's Web Site Form, which Laura Dawson is compiling. Tom York seconded the motion. All in favor. Said form will be sent to the Township Board for their approval.

Voting for 2016 Officers took place, as no meetings will be held until April 2016. Linda Taylor nominated Mari Spraul for Planning Commission Chair. Tom York seconded. Roll call was taken: Mike Spitnale: yes, Mari Spraul: yes, Tom York: yes., Linda Taylor: yes, and Laura Dawson: yes. Linda Taylor nominated Mike Spitnale for Vice Chair. Tom York seconded. Roll call was taken: Mari Spraul: yes, Linda Taylor: yes, Tom York: yes, Laura Dawson: yes, and Mike Spitnale: yes.

Linda Taylor nominated Laura Dawson for Secretary. Mari Spraul seconded. Roll call was taken: Mike Spitnale: yes, Tom York: yes, Linda Taylor: yes, Mari Spraul: yes, and Laura Dawson: yes. Slate of officers for 2016: Mari Spraul: Planning Commission Chair, Mike Spitnale: Planning Commission Vice Chair and Laura Dawson Planning Commission Secretary.

Completion of 2015 Master Plan took place. All members helped stuff the required letter along with the completed 2015 Lee Township Master Plan in envelopes for mailing to all required entities.

PUBLIC COMMENT: None

ADJOURNMENT: Laura Dawson made a motion to adjourn the meeting. Tom York seconded. All in favor. Meeting was adjourned at 8:50pm.

Submitted by Laura Dawson

Planning Commission Secretary