

**Hamilton Township Planning Commission
Hamilton Township Hall
April 7, 2025 7:00 p.m.**

REGULAR MEETING MINUTES

PRESENT: John Young, Steve Petersen, Sherry DeLoach, Justin Klein and William Lawson

STAFF PRESENT: Bob May, Zoning Administrator
Robin Young, Recording Secretary

GUESTS: One guest

1. Call to Order/Pledge/Roll Call

Chairman Young called the meeting to order at 7:00 p.m.

2. Approval of Minutes as follows:

- January 13, 2025 Regular Meeting: Motion by DeLoach/2nd by Petersen to approve the January 13, 2025 minutes. Motion passed unanimously.
- January 21, 2025 Special Meeting: Motion by DeLoach/2nd by Lawson to approve the January 21, 2025 minutes. Motion passed unanimously.

3. Additions/Deletions to Agenda

None

4. Approval of Agenda

Motion to approve the agenda by Klein/2nd by DeLoach. Motion passed unanimously.

5. Limited Public Comment

None

6. Old Business

a. STR Update

Young thanked the subcommittee for the work they put into the STR Ordinance. The recommendations from the subcommittee were given to the Hamilton Township Board. They passed an STR Ordinance which is in effect at this time.

Robin Young gave a brief description of how the ordinance would be proceeding administratively. She requested that all STR inquiries be directed to her email.

b. Planning Commission Secretary

Motion by DeLoach/2nd by Petersen to appoint William Lawson as Planning Commission Secretary. Motion passed unanimously.

9. New Business

a. Bylaw Amendment/Corrections

Young explained that the bylaws need to be corrected in two sections to address the number of members appointed to the Planning Commission. Which, at this time is five, rather than the seven stated in the bylaws.

Motion by Lawson/2nd by DeLoach to amend Section 2, Membership A. to five (5) members.

Roll Call:

Yes: DeLoach, Petersen, Young, Klein and Lawson

No: None

Motion passed unanimously.

Motion by DeLoach/2nd by Petersen to amend Section 7, Meetings, D. Quorum to 3 members of the 5-member or 4 members of the 7-member planning commission.

Roll Call:

Yes: DeLoach, Petersen, Young, Klein and Lawson

No: None

Motion passed unanimously.

b. Tiny Houses Discussion

The Commissioners discussed if there was a need to change current zoning laws for this issue. It was decided that no changes needed to be made at this time.

10. Adjournment

Motion to adjourn the meeting by DeLoach/2nd by Lawson. Motion passed unanimously.

Meeting was adjourned at 7:45 p.m.