**Elk Township Combined Planning and Zoning Board**

**Regular Business Meeting**

**May 18, 2022**

**Minutes**

**Call to Order**:

Regular Business Meeting was called to order at 7:03pm.

**Roll Call:**

**Present:** Mr. Afflerbach, Mr. Clark, Mr. Hughes, Mr. Lucas, Mrs. Nicholson,

Mr. Schmidt, Mr. Shoultz, Mr. Richardson (alt. 1), Mr. Swanson (alt. 2)

**Absent:**  Mr. McKeever, Mrs. White,

**Open Public Meeting Act:** was read by the Board Secretary

**Flag Salute:** Mr. Hughes led the flag salute.

**Approval of Minutes:**

1. February 16, 2022

***Mrs. Nicholson moved to approve the minutes of February 16, 2022,***

***seconded by Mr. Shoultz.***

***With all other members in favor, the motion was carried***.

**Old business: None**

**New Business:**

Colliers Engineering & Design Group was present and represented by Nick Minner.

Joe Collins, Aura School’s Business Administrator was also in attendance presenting a new proposed Aura School Student Drop off area along Clems Run.

A review letter has come back from the County with positive feedback regarding this project.

A portion of fencing would be removed for this and then replaced.

No Tax increase will happen to fund this, the money is coming out of Capital Reserve.

There will be 2 lanes of 11 spots each for parking of vehicles separated by 8 feet for school employees to guide cars/students

This drop off area will have 22 available spots for vehicles and will be closed off when not in use.

During a traffic study conducted by Colliers Engineering & Design Group, 53 Students have utilized the drop off and pick up area out of the 325 student body.

Stan Bitgood, Township Engineer had a question regarding snow removal and it was answered by Mr. Minner that the snow would be piled on the inside of the loop and would not be a visual impairment for drivers.

Another question from Mr. Bitgood was if the spaces in this drop off area were large enough at 18 feet and this was answered by Mr. Minner that this new area was for drive through only parking not parallel parking.

***Mr. Nicholson moved to enter into our General Public Portion, seconded by Mr. Afflerbach***

***With all members in favor, the motion was carried.***

***With no comment from the public, Mr. Shoultz moved to close the public portion,***

***seconded by Mr. Lucas.***

**Correspondence:**

**Cosgrove** – Bulk Variance for a 2400 sq ft Pole Barn, waiting on Review Letter from Bach, this application should be on our June Agenda

**Melnychuck** – Minor Subdivision and Variance for the construction of a single family home on a lot that already has a single family home, waiting on review letters from professionals

The Members of the Planning & Zoning Board and Professionals received packets with these applications for their review

***Mr. Shoultz moved to adjourn, seconded by Mrs. Nicholson***

***With all members in favor, the motion was carried.***

Adjournment time: 7:39pm

Respectfully submitted,

Ann Marie Weitzel, Board Secretary