

Elk Township Combined Planning and Zoning Board

Regular Business Meeting December 20, 2023

Minutes

Call to Order:

Regular Business Meeting was called to order at 7:02pm.

Roll Call:

Present: Mr. Afflerbach, Mr. Hughes, Mr. Lucas, Mr. McKeever,
Mrs. Nicholson, Mr. Richardson, Mrs. Wheeler, Mr. Wolf (alt 1),
Mr. Swanson (alt 2), Madam Chairwoman White

Absent: Mr. Goetsch

Open Public Meeting Act: was read by the Board Secretary

Flag Salute: Madam Chairwoman White led the flag salute.

Approval of Minutes: November 8, 2023

*Mr. Richardson moved to approve the minutes of November 8, 2023
Seconded by Mr. McKeever*

*Mr. Hughes, Mrs. Nicholson and Mr. Swanson abstained from this vote due to their
absence at the November 8, 2023 meeting.*

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

Resolution:

Resolution 2023 – 11 granting Bulk Variances to construct an accessory structure (“Garage”), that exceeds the maximum square footage permitted, to Lucas Gregory, regarding property located at 526 Monroeville Rd, and being further shown as Block 43, Lot 11 on the Tax Maps of the Township of Elk, Application No.: ZB-23-01

Mr. Richardson moved to adopt resolution 2023 - 11. Seconded by Mr. Wolf.

Roll Call:

*Voting in favor: Mr. Hughes, Mr. Richardson, Mrs. Wheeler,
Mr. Wolf, Madam Chairwoman White*

Abstaining: None

For: 5

Against: 0

Abstain: 0

5-0-0

Old Business: None

New Business:

1. Creation of a Concept/Site Plan Committee –

Discussion ensued regarding the creation of this committee.

This committee will only hear matters pertaining to the Planning Board not Zoning Board

This committee will be made up of 4 members of the Planning and Zoning Board

This committee will have the Professionals in attendance at these meetings

These meetings will be open to the public and a notice will be posted on the website as to when a meeting is scheduled

This committee will be advisory only

2. Review Variances from 2023 to determine if any of the Township Ordinances require changing due to an overabundance of similar Variance Applications –

Discussion ensued regarding this review

Stormwater regulations must be adhered to in every Zoning District

Larger size Accessory Buildings could bring alternative uses such as In Law Suites, Businesses, etc

A recommendation was made to look at other Townships that are similar to us, to see what they are doing as far as requiring larger size lots to obtain a Variance for accessory structures

The Planning & Zoning Board would like to recommend to the Governing Body that a new determination be made as to larger size lots being required to obtain a Variance for larger accessory structures

The Planning & Zoning Board would like to recommend to the Governing Body that a discussion be started between the Zoning Officer, Construction Official and the Governing Body regarding the Zoning Officer issuing permits before Construction Permits are issued for Electrical, Plumbing etc. as well as the Zoning Officer inspecting the placement of footings related to the Zoning Permit for new structures.

*Mr. Hughes moved to enter into our General Public Portion, seconded by Mr. Afflerbach.
With all members in favor, the motion was carried.*

*Mrs. Hughes moved to close the General Public Portion, Seconded by Mrs. Nicholson.
With all members in favor, the motion was carried.*

Correspondence: None

*Mr. Lucas moved to enter into Executive Closed Session, seconded by Mr. Afflerbach
With all members in favor, the motion was carried.*

*Mrs. Nicholson moved to come out of Executive Closed Session, seconded by Mr. McKeever
With all members in favor, the motion was carried.*

*Mr. Richardson moved to come back into the Meeting, seconded by Mr. Hughes
With all members in favor, the motion was carried.*

Adjournment:

*Mrs. Nicholson moved to adjourn, seconded by Mr. McKeever.
With all members in favor, the motion was carried.*

Adjournment time: *9:10 pm*

These minutes are a brief summary of the proceedings that took place during the Elk Township Planning & Zoning Board meeting held December 20, 2023 and should not be taken as verbatim testimony.

Respectfully submitted,

Ann Marie Weitzel, Board Secretary