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Helena Township Planning Commission
REGULAR MEETING
August 6, 2026 @ 5:00 pm
HTAG RECAP

(The content contained herein was extracted directly from recordings of the above-referenced event and prepared as accurately as possible based on the room's conditions including number of people simultaneously conversing. At such times, comments are unrecognizable, it is so noted as such as being "(inaudible)".

Present

David Hunstad – Chair
Jim Gurr - Secretary
Fay VandenBerg
Rachel Byron (p/k/a Beswetherick)
Rian Wanstreet (New PC Member)

Absent

Darren Whipple

Jim Schilling – Board Liaison
Butch Peebles - Supervisor
Jackie Peterson – Zoning (incoming Zoning Administrator); also, for Milton Township
Bob Logee – Zoning (outgoing ZA)

HUNSTAD called the meeting to order at 7:00 pm. and read the following introduction:

"I'm David Hunstad, Chairman. This meeting will be conducted under Robert's Rules and Orders for our bylaws. While these rules will not be followed in the most formal degree, this does mean that the Chair will acknowledge individuals when it's their turn to speak. This will keep us from talking over one another. For our guidelines, please limit comments to three minutes or less. As a reminder, consistent with Michigan Township Association guidelines, Planning Commission members are not expected to respond or comment on public remarks as they are made. When you are speaking, the Planning Commission members will give you our undivided attention. Thank you for participating and helping us conduct an orderly and respectful meeting."

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF AGENDA:

VandenBerg made a motion to approve the agenda; Schilling seconded the motion. Agenda approved.

INTRODUCTION OF NEW PLANNING COMMISSION MEMBER:

HUNSTAD introduced and welcomed a new Planning Commission member - Rian Wanstreet.

CONFLICT OF INTEREST:

HUNSTAD Asked if any members have a Conflict of Interest with any items on today's Agenda; None stated

OATH OF OFFICE:

HUNSTAD shared with the attendees the "Oath of Office" as follows: "...it is highly recommended to be taken from the Michigan Township Association but is not a requirement, as we are not elected officials...but I requested we avail ourselves to the oath of office. And anyone who would like to take that pledge is here to administer as such." He then referred to Peeples to administer the Oath.

PEEPLS:

Oath: "In the name of Michigan County of Antrim, I do solemnly swear that I will support the Constitution of the United States, the Constitution of this state, and that I will faithfully discharge the duties of the office of the Planning Commission according to the best of my ability."

PEEPLS: He stated he needed the PC Members to sign and put their name on it; he would fill in the rest. It was sworn to and subscribed by me this day, 6th day of August 2026.

APPROVAL OF MINUTES – July 2, 2026, PC Meeting:

SCHILLING made a motion to approve the Minutes from the PC meeting of July 2nd, 2026.

HUNSTAD Interrupted the motion to mention three (3) corrections needed:

1. Minutes were dated **June 2nd** instead of **July 2nd**.
2. Darren Whipple was listed as being present; **he was absent**
3. VandenBerg was listed as being present; **she was absent**.

GURR made a motion to approve the Minutes as amended; Schilling seconded the motion. Motion passed.

L. WILCOX mentioned Andy Stuart's name was also misspelled on the Minutes.

HUNSTAD added the change to the amendment; **GURR:** amended his motion; **BYRON** seconded the motion. Motion passed.

COMMUNICATIONS:

GURR indicated "I haven't received a thing, surprisingly."

HUNSTAD stated "neither did I."

PUBLIC COMMENT:

D. MEYER a member of the Alden Run Organizing Committee presented Jim Gurr with a T-Shirt to recognize and thank him for providing additional parking for the Alden Run event which took place during early voting.

G. MAYES asked the Planning Commission when they plan to reflect on and discuss important items realized during the 6-week Citizen Planning Course delivered by MSU Extension facilitators in April of this year, which several of the PC Members attended. He mentioned, specifically, the benefit of the Planning Commission gaining public input or creating sub-committees on topics important to the community.

HUNSTAD asked Mayes to give his list to him and he'd look at it.

PEEPLES shared that Jack Finley had just passed away and asked for a moment of silence in his honor.

Election Inspector Training:

PEEPLES mentioned the Township is looking for volunteers for the upcoming Antrim County's election inspector training on September 29th – location to be determined.

SHORT-TERM RENTAL CONCERN:

B. WEDEMEYER, a Township resident voiced concerns over SHORT-TERM RENTALS and their impact on our community. He shared specific concerns (e.g., Vulgarity, indecent exposure, intimidation and noise (one of which was witnessed by Schilling and his young grandson while fishing on Thayer Lake). He was hopeful when new neighbors moved in, but they turned their house into a VRBO and live outside the U.S.

He stated he has talked with several people over the last few months, who are also concerned and asked the Planning Commission what can be done to help preserve the residential feel and activity allowed in our community. There also seems to be no repercussions or penalties for violations and no enforcement.

He suggested the Township implement a Permit Process and "1 strike and you're out" ... "For them to have a great vacation at our residents' expense should be more than just a rule violation. We've got to give it some teeth. We've got to come up with some fines. I don't know how we enforce them. We've got to go through zoning...."

HUNSTAD (cutting Wedemeyer after 3-minute limit): Okay, thank you very much. Do you have a homeowners association where you live?

WEDEMEYER: I'm looking at the community as a whole - I don't want to just fix what's going on our street. So, I'm sure there's people that, old-time residents, people that have been up here forever. And I know I'm gone beyond my three minutes. I apologize. But people that have been up here, you know, I'll finish with this. **It used to be, before short-term rentals, if you wanted to come up to Torch Lake, you were somebody's guest. You came up to a friend's place and stayed with them. And you were on your best behavior because you wanted to come back. But these people, they're nobody's guests. They're just a paying customer. And we pay the price. I mean, when I can't go to sleep at night, or when the lights are on, or noise..."**

HUNSTAD (again, cutting off Wedemeyer): Okay, thank you very much.

WEDEMEYER: let's do something about it...

HUNSTAD: Okay, thank you - appreciate your comments. Asked for any other Public Comment?

K. TOMLINSON asked the Planning Commission to do something with the blight that borders her property, i.e., the country kitchen, and directly across the street where people are dumping stuff.

HUNSTAD: All right. Thank you very much.

ZOOM FACILITATOR & ATTENDEES:

HUNSTAD confused if anyone was running the Zoom for today's meeting?

VANDENBERG: I don't know

HUNSTAD: Oh....do you know who's running the Zoom?

GURR: I do not know. The question is, is there anybody remotely interested in...
Victoria, are you back there?

HUNSTAD: Or Andy? Okay, thank you Jim. Trying to elicit comments, see if there's anyone watching on ZOOM.

SCHILLING: No questions over Zoom.

HUSTAND asked if there were any further Public Comments; No one replied.

INTRODUCTION OF INCOMING ZONING ADMINISTRATOR

HUNSTAD introduced Jackie Peterson, Helena Township's incoming ZA who also handles Milton Township.

JACKIE PETERSON (NEW Zoning Administrator) provided the PC with her Zoning Administrator's report with highlights and mentioned this would be the new format to help keep her on track going forward.

Special Use Permit

PETERSON indicated the "Special Use Permit" for a food truck which was to be discussed tonight had not yet come in.

Accessory Dwelling Units (ADUs):

PETERSON asked the PC to add ADUs to the Definitions currently being developed.

HUNSTAD: ADU, what does that stand for?

PETERSON: Accessory Dwelling Units

PETERSON: Your Zoning Ordinance refers to Living Quarters a lot, but it never refers to ADUs, so I'm not really sure what it is you're wanting to involve.

HUNSTAD: Gotcha.

PETERSON: So, I need a little clarification on that.

HUNSTAD: Do you feel like we're lacking clarification of that term?

PETERSON: I'm just finding that I can't find it in black and white.

HUNSTAD: Yeah.

PETERSON: It might be just me, and you guys might be able to help me find that black and white, but it's a little bit of a gray area.

GURR: If it's not in the definitions, we haven't made a formal one, and we should.

HUSTAD: Okay, we can add that to New Business for next meeting.

PUBLIC HEARING FOR DEFINITIONS

PETERSON: “I know that we were thinking of motioning for a Public Hearing on the Definitions, and I would like a little more time on those.”

HUNDSTAD: “Me too.”

GURR: “That's a good reason to have a little more time to bring a fresh perspective on things.”

INTRO OF NEW PLANNING COMMISSION MEMBER:

HUNSTAD introduced the newest Planning Commission Member – Rian Wanstreet.

RIAN WANSTREET: “Hi, I’m Rian Wanstreet. I live right by the ballpark and have been a resident of Alden for about two years now but have been coming up here my entire life. When I got a chance to work remotely, I decided this was where I wanted to be permanently. I have a master’s in public policy and public administration, and my specialty was in local and national governance. I did research on the impact of new technologies on agriculture so, I've got a strong background in research, and I've worked in the public sector for a long time. So, I'm hoping I can be of service. And obviously, a lot of time on my hands in winter to do research projects so, I'm a full-time resident.”

HUNSTAD: Well, welcome.

WANSTREET: Thank you.

DEFINITIONS (for use in Ordinance Language)

VANDENBERG provided an overview of the work being done in this regard. She and Byron have been working on Definitions. “...it's just validating them, really, bringing them up to more current terminology, and aligning them with Michigan statutes and Michigan laws...so, if somebody has a question, they can look it up and then we'll reference the Michigan law or statutes provided...we did some grammar, spelling, punctuation, and capitalization formatting to standardize it...updated it to current Michigan Acts. The terminology has been updated with our current language, than what was initially in there. And, um...we are actually, the team here is going to be reviewing the Definitions, making sure that we've captured everything that should be in the Definitions. And this is part of, you know, of a bigger project about updating that “ordinance manual.” “We will be having, in a couple of months, a Public Hearing on that. All of them will be available. We need to work with Oryana. Since it's quite a long list, we're going to see if we can get them out on the website so everybody can just go. But it will be a while.”

HUNSTAD: Yep, so, it's a work in progress. Thank you very much. So, it's a work in progress. We do need to have them on the website so everyone can take a look at it, do a review and give us feedback. We will then need to have a Public Hearing, which we can coat tail on into a meeting, but that's probably at least two meetings from now.

DATA CENTERS

HUNSTAD then referenced his notes on provided status on the Data Centers Ordinance. We had one catch on all the forms that I was sent out. 5.9.1.2. I don't know if y'all got that. Jim Gurr on that. I missed that one.

GURR: It was simply a place where the addition of "Data Centers" hadn't been included with the accessory and battery storage.

HUNSTAD: I think we've got a couple other corrections, additions, improvements also. Let me go through these one by one.

WANSTREET: Can I ask a question? Is the goal of this to approve this tonight?

HUNSTAD: Yes.

WANSTREET: They have the definition of Data Centers in it, correct?

GURR: Yeah.

HUNSTAD: We approved it. This Data Center definition was approved.

WANSTREET: Right, but you have to go to the Board to approve all these definitions?

HUNSTAD: That's correct.

WANSTREET: So, isn't that a conflict? If you have to go to the Board to get the definitions approved, then it's not actually approved until the Board approves it.

HUNSTAD: Correct.

WANSTREET: So, you can't approve this until the Board approves the definition.

GURR: "No. Actually, the Board is the final authority on all planning and zoning matters. Um...but recommendations to them to exercise their zoning authority has to be administered through the Planning Commission. We're at the point right now. We wrote this definition. We knew that there were further changes that were coming down the pipe, so we didn't send it off as a separate item to be considered by the regional planning authority, which in this case is the Antrim County Planning Commission. We send it to them. We have to send it to somebody, the review Board. The County serves that function for us. Absent that, it would probably be Networks Northwest. We get their input. We put together our package, and then we vote on it, recommend it, and then send it off to the Board.

WANSTREET: So, has that happened?

GURR: We have not sent this Definition nor the amendments to the ordinance that you see in front of you to the Antrim County Planning Commission for their review yet. That will be the next step after we formalize it to be sent to them for their review.

WANSTREET: So, you don't see it as a problem to pass the Data Center resolution prior to that step?

GURR: No. No. The Planning Commission makes their recommendations, and they stay strictly here as points of discussion because that's all they ever can be, right? We are preparing a document that will eventually go through the review process required by the Planning and Zoning Enabling Act. Once that has been done, we will vote on sending the completed package and the definition, the additional language that you see, and it will go to the Board for their approval, having been reviewed by a Planning Review Authority. That's typically the way it's done. It's not like we're out of step. Uh...you weren't here to see the process as it unfolded. The data center language, because it's such a hot button, the state is not...

WANSTREET: I was just recalling when you guys said that you were going to pass the entire package of Definitions to be approved, and so it was confusing to me why you would put language that wasn't approved in an ordinance before it is actually approved (by the Board)?

GURR: Because they really aren't just items of discussion within the Planning Commission at this point. There's no binding contractual obligations on the language that's in development at this point. It's discussions on a Planning Commission about amendments proceeding forward. (????)

HUNSTAD: "Right, so we try and, we'll do approval on the wording of those approvals, but it's got to go to the Board. It's got to go to Antrim County and then we get the feedback from them, then it goes to the Board, the Board has to approve it."

WANSTREET: So, you're not going to be sending this data center thing to the Board until it goes to the Antrim County Board (Planning Commission)?

HUNSTAD: Correct.

GURR: Right. That being said...because the purpose of that review body is to determine whether there are suggestions that they would recommend.

HUNSTAD: Right.

GURR: Every municipality that exercises zoning authority by necessity has to take their presentation and make it available to a reviewing body where further commentary can be suggested. That's all. Antrim County itself is not zoned. They have no zoning authority at the county level, but they do administer a Planning Commission for the sake of the zoning municipalities.

WANSTREET: But would it make sense to wait and see if they have comments before you pass it?

GURR: Once...yeah, once they've made their comments, they can be incorporated going forward. .

SCHILLING: You just don't understand...All we are is a committee that puts this all together.

WANSTREET: Right.

SCHILLING: Then the next step to see what they have to say, and then when it comes back to us, then we vote to say, okay, we like it, and we're going to turn it over to the Board.

WANSTREET: Okay.

HUNSTAD: Correct.

SCHILLING: Does that make sense?

WANSTREET: Mmm hmmm.

GURR: And the review body may very well have some suggestions. Typically, they do. And ya know...certainly concerning Data Centers, there's likely to be some comment **there and it's another chance for the public to weigh in on it as well.**

DATA CENTERS (Ordinance Language Discussion and Suggested Changes)

THE FOLLOWING DISCUSSION (IN RED) PERTAINED TO THE RE-FORMATTING OF THE ORDINANCE LANGUAGE NEEDED BASED ON CHANGES MADE, WITH WHICH THE PUBLIC WAS NOT PROVIDED. AS A RESULT, THE PUBLIC WAS UNABLE TO FOLLOW ALONG WITH THE CHANGES BEING DISCUSSED.

The Planning Commission's discussion lasted approximately 13 minutes (37:40-50:00) to complete.

HUNSTAD: "...Some changes that need to be made in what was sent out on page 100 is that they provide F, and it's a run-in in G, and actually the G section is just a continuation of F.

GURR: Ah hah....So, everything after then needs to be adjusted?

HUNSTAD: Index all the letters, one all the way down.

WANSTREET: Yep.

GURR: Gotcha.

GURR: So G is really the one that reads the description of the portion of the township where the energy facility is.

HUNSTAD: Correct

GURR: Alright so, that's G...

HUNSTAD: That's G, and everything else follows sequentially. All right. Then this would now be under J. We need a capitalization on the word "department of natural resources" it's a small case, so make a capital E there with the typo. Next. Next page at the top is currently listed as P, but that will then turn into O. The IPP is not defined. That stands for Internet Provider. We defined that earlier.

GURR: If you don't have that definition, you'll want to have that one.

HUNSTAD: Yeah, we'll want to have it anyway.

HUNSTAD: Yes, it is. IPP was defined under, now it's going to be HI, not J. So, it was defined earlier, independent power producer, IPP. So, we can... Jackie, would you be happy if we put independent power producer right in front of the IPP?

PETERSON: I just needed to know what it was.

HUNSTAD: I get it, right. So, it was defined under what is now I.

PETERSON: Okay.

HUNSTAD: Is that okay, or do we need to restate that?

PETERSON: That's up to you guys.

HUNSTAD: Uh....It's been defined before, so I think we'll define it as IPP. IPP.

PETERSON: I do too.

HUNSTAD: Okay. Okay, next page under... Next page under C. The title of C is Approval Process for Utility-Scale Renewable Systems and Data Centers. Under 3, under that C, Charlie, is the township, and the question should be consistent with this...this...line immediately above, the township Board. So, we should add the word Board after township on 3.

GURR: Uh-huh.

PETERSON: Yes.

GURR: Gotcha.

HUNSTAD And same thing in the next sentence. The applicant and township Board may jointly agree to the township Board.

GURR: And also in D.

HUNSTAD: Okay. I'm sorry, Jim?

GURR: D. D, subsection B under D also needs that township Board exclusion.

HUNSTAD: Yes, yes, thank you. You know, I've read this number how many times? Okay.

PETERSON: It starts blending together.

GURR: And also C.

HUNSTAD: Okay, hold on. It's still on B. We've got another one. The proposed benefit facility and or data centers, including for that one or two to follow. And data centers. Okay. And then the same thing down at the, near the bottom of paragraph...we're at...still on capital B...Paragraph small, few, less, blind subdivisions and not compliant. I'm sorry. Application for an energy facility and or data center. That is proposed. Did I miss that? Excuse me . Hold on one second. So, Jim, where were you? Where were you?

GURR: It's C. C under.

HUNSTAD: Which C?

GURR: Uh...It's on page. I don't have a pagination. C, D. D, you did A, B. D under C.

HUNSTAD Yep...yep

GURR: It should be township Board.

HUNSTAD Yep...Oh, got it. Right, right, right. Thank you. Another one. Okay...uhhhhhh...that would be...

GURR:

I have a suspicion that we'll find that treating the township Board as a legal entity exercising its zoning authority would be referred to many times in our zoning ordinance as the township. We'll have to find that in other places as well.

HUNSTAD: I mean in other aspects of the zoning ordinance.

HUNSTAD: Yeah, I see. Yeah, you're right. Brian, you had a question or comment?

WANSTREET: Just a minor thing that you changed the format here. It goes from C, 1, 1, 2, 2, 3, to D, A, B....

HUNSTAD: Isn't that clever?

HUNSTAD: Excellent. Where is that now?

WANSTREET: It's with the same applicable standards and conditions.

GURR: That's why we do these things.

HUNSTAD: That's why we do it...Format problems.

WANSTREET: Yeah.

HUNSTAD: Excellent. That was a good catch. How are we doing this before? It's all small letters? A, B, C.

WANSTREET: We'll be using those two letters.

GURR: Yeah.

WANSTREET: Instead of C, it's either A, 1, or C. Yes.

HUNSTAD: So, under D, instead of A, that should be 1.

GURR: Yep.

HUNSTAD: And then B should be 2. I know we can still maintain that small letter A, B, and C below that.

WANSTREET: But then it goes D, and then C. So, the format...

GURR: Yeah, the format, there's a lapse.

VANDENBERG: Don't they usually do Roman numbers after....?

GURR: I'm not sure what the standard format is anymore. In mine, when I just wrote them down, they used Romans. But I don't think we've used Romans in other parts of the Ordinance. Take a look.

HUNSTAD Well, we've got them here. We've got this one.

WANSTREET: I think that's the only one that's going more embedded.

HUNSTAD Correct. So, the question is, so what's...

WANSTREET: The first one is A, B, 1.

HUNSTAD: All right...all right...let's slow down a little bit.

WANSTREET: A, B, 1.

HUNSTAD: Hold on. Slow down. Even more slow.

WANSTREET: Sorry.

HUNSTAD: Hold on. Okay. I've got to get to where you are. Don't... move the page. Okay, where are we? Utility scale.

WANSTREET: At the top.

HUNSTAD: Oh, you're at the very beginning.

WANSTREET: Yeah.

HUNSTAD: Okay.

WANSTREET: Trying to follow how it goes.

HUNSTAD: All right. Gotcha, you're right.

WANSTREET: It goes A, B, 1.

HUNSTAD: Yes.

WANSTREET: And then it goes to A. So, that's the model. A, B, 1, 2. And then A. So that should be the model.

HUNSTAD: Yep. I'm with you. Ready?

WANSTREET: Yep, and so the next one.

HUNSTAD: The next one is...

WANSTREET: So it's your C, 1, D reference.

HUNSTAD: Gotcha. Perfect. So, A, B, C is correct. D is incorrect.

WANSTREET: D we should have...instead of H, it should be number 1.

WANSTREET: Yeah.

HUNSTAD: B it should be number 2. And then we're still good with small a, small b, small c. So, I'll be after that. And C...

WANSTREET: Well, C should be...

HUNSTAD: Where's C? Where the heck? Why don't I see it?

WANSTREET: Because from D...to C

HUNSTAD: I know.

HUNSTAD: No....C should be 3. C should be 3.

WANSTREET: Got it, yeah.

HUNSTAD: Okay. We got it now. Now we got it. C should be 3. The little a, b, c dot. That's correct.

WANSTREET: Yeah.

HUNSTAD: And that means we're back to D, B....

GURR: The lapse from proper pagination...

HUNSTAD: Yeah.

GURR: It's occurred on the pages that you've identified. Yeah. Those restored further on to the standard practice that language initiated.

HUNSTAD: Okay

GURR: It returns to that.

HUNSTAD: Gotcha.

GURR: We'd have to make sure that the big numbers are consistent.

HUNSTAD: Gotcha...Okay.

HUNSTAD: Can you do me a favor? Can you look at that part of that? So, where are we now on this thing? We're at C, no. C turned into 3. D, 1, 2, 3. C turned into 3. Then little a, that one's all correct. Is then we have another break point? E, 1, 2, 3. E, F, G. Oh, then this, right?

HUNSTAD: Wait, wait, wait. I think I got it. So, this D should be 4. Yeah, so this D should be 4. Okay. Oh, I think you got it now. So, this D should be at 4, and then...A...B is correct? We should just have AI Run through Data Centers...That's a joke.

GURR: Yeah...I heard it.

HUNSTAD: And then we're up to E. And then we're up to E, which needs to be 5. And then F needs to be 6. Right? We're almost home. That's it. That's the bottom. Does that make sense?

HUNSTAD: Yeah, probably. I don't have a screen. I got it. I think we got it. Okay, good.

GURR recommended a "pagination method" to the Commission for future endeavors which may make the process a bit easier to follow.

GURR then made a motion to "hear no further discussion at this point...and send our revised Renewable Energy Battery Storage and Data Center language amendments off to the next step in the process of sending it off to the Board for final approval – that would be off to the County Planning Commission for review.

PETERSON then asked when the Public Hearing would be held on the Data Centers Ordinance.

HUNSTAD indicated the Public Hearing was held in May (**which was incorrect; the first Public Hearing was held on March 19, 2026**)

HUNSTAD: It is. Okay, Jim's made a motion. Is there further discussion?

GURR: It needs to be seconded before...

HUNSTAD: Yes. Is there a second to Jim's motion?

VANDENBERG: I'll second it.

HUNSTAD: Yes...Okay. Any further discussion? Okay. So, the motion has been made that we approve the wording as it's been corrected for data centers and that we will forward this to for further evaluation to the Antrim County...

GURR: Planning Commission...

HUNSTAD: Planning Commission...

GURR: For their review...

HUNSTAD: ...for their review...I think that's the motion. Okay...any...

VANDENBERG: So, we know, I mean, internally we know who's gonna do the updating...of the...

GURR: The pagination stuff will be, yeah.

HUNSTAD: I've been doing it, so...I'll do it.

HUNSTAD: A motion's been made, it's been seconded -- Okay, all in favor?

ALL: Aye.

HUNSTAD: Any opposed? Okay, so we will fix this and then we'll forward it on.

OLD BUSINESS

HUNSTAD then discussed the Fire/Emergency Ordinance sharing he met with Jesse Lane on July 20th.

He has many other things on his list which possibly run higher in importance; he will work on it and get back to Hunstad.

PETERSON clarified the Fire/Emergency Ordinance will be a Police Power Ordinance going forward.

HUNSTAD: Perfect. Okay.

BLIGHT ORDINANCE:

PETERSON indicated she would be meeting with the attorney on Tuesday August 11th to talk about the Blight ordinance and also a Police Power Ordinance the Board will be passing.

HUNSTAD mentioned the Alden volunteers, are actually trespassing when they do anything on that property. TOMLINSON mentioned her son has been cutting the grass as well.

HUNSTAD briefly mentioned the **Municipal Civil Infraction Ordinance** but then moved on to NEW BUSINESS.

NEW BUSINESS:

Meeting Minutes Preparation and Distribution:

HUNSTAD provided an overview of the steps being taken by him Jackie, Butch and Oryana to help ensure the Minutes of Planning Commission meetings are prepared correctly, promptly and are provided to the public on the website within the required deadline. He mentioned the meetings are recorded and "the recording is fed into a software system that has done a pretty good job from the ones that we've looked at and will create minutes very, very quickly for us. Those minutes will be reviewed by (2) members of the Planning Commission and then they will be posted on the website for public viewing. So that should streamline dramatically what we've done in the past. And hopefully make it more accurate. The Planning Commission will then review and approve the Minutes at the next meeting.

HUNSTAD continued making a ***Note*** The final Agenda and meeting packet must be posted on the Township website no later than 48 hours prior to the scheduled meeting; he hopes to do it at least (5) days ahead to give everybody time to review.

GURR: So, David, if I may. The suggestion is that the um...recording system is going to generate minutes. It can synthesize those down to a smaller document than a verbatim version.

HUNSTAD: Yes.

GURR: That would then go to (2) members of the Planning Commission.

HUNSTAD: Yes.

GURR: If upon their agreement, those would become the draft minutes that would be published.

HUNSTAD: There you go, that's a better way of saying it.

GURR then suggested that the Chairperson would always be one of the Members to review/approve the Minutes and that the other member would be a random selection from all the Members. That way, a single member would not always be the one responsible for reviewing the Minutes and it would provide a chance to start taking a more deliberative role in our face to the public.

HUNSTAD: "I like that. So, the Chairman will always be one of the two and then we'll rotate the second individual each month."

Add-ons to the Meeting Agenda.

HUNSTAD then added if the PC gets "add-ons" to the agenda, the item will be put on the NEXT MONTH's Meeting Agenda under "New Business" to eliminate an Agenda item from being added at the last minute without the Planning Commission or Public being able to review it so the PC can make sure it's being as transparent as possible."

ZONING ORDINANCE DISCREPANCIES

HUNSTAD indicated he had gone through the Zoning Ordinances several times, and it's difficult to read them. He indicated he had "applied some software onto it and came up with many pages of typographical errors, reference inconsistencies, wording inconsistencies, etc.

HUNSTAD indicated the PC is required to review the Bylaws and Zoning Ordinances every (5) years but feels it should be more of an ongoing process so corrections can get made. "It's going to be a real big job to do this well, and we are able to start working on this at this point. With a long-term goal, I feel that we'll be able to come to a much better and more timely improvement to our ordinances and hopefully get them so that they're consistent. So, it's a big, big project, but I think there's no reason that we can't get started on trying to find those discrepancies and improve them. **The last item on our new business is I'm proposing that we cancel all future July meetings.**

CANCELLATION OF JULY MONTHLY MEETING GOING FORWARD:

This last July meeting was relatively low attendance. *Note*: This was mainly due to the fact the Planning Commission decided at its June 4, 2026, meeting that it would be switching back to MONTHLY meetings effective July 2, 2026 and only provided 3 days' notice.

We had several Planning Commission members unable to make it. I think many of us who live here have very high incidence of family members and or guests wanting to visit, and I know that was true for multiple Planning Commission members. Some of whom chose to not attend that meeting. Others who did attend the meeting despite having lots of folks visiting at that time. I think it's true also for the public and the people that come. I don't feel we put our best foot forward at our July meeting, and I think that's a disservice. I think the better move in the future as we go forward is to just avoid having a meeting in July.

GURR: Well, I would be happy to make the motion that we amend our Bylaws to vacate the necessity for a July meeting. As part of the Bylaws, our meeting schedule.

HUNSTAD: Correct.

GURR: We can change that.

HUNSTAD: Certainly can.

GURR: I've made that motion if anybody wants to pick it up.

HUNSTAD: Okay, and before we go any further, are there any public comments on that? What do people feel about that? Does anybody have any comments or concerns on what I just said?

WILCOX: In the past, I know previously that they couldn't meet because of the holiday, which is totally understandable. They just did it the next following week right before the Board Meeting, but now you've changed it to 7 o'clock, so you can't do that. But still hold the July meeting, just maybe do it later in the month, unless there's absolutely nothing that's going on, and you can skip a whole month.

GURR: Along those lines, we can always schedule a Special Meeting. We can always have a special meeting.

WILCOX: Yeah, and then the other consideration is, is Labor Day kind of following that too? Because your meetings are on a Thursday, Labor Day is the following Monday, or is that not as dire?

WANSTREET: That's going to be my question. So, then you got January, yeah.

HUNSTAD: Fourth of July is probably the most affected.

HUNSTAD: At this point, let's limit it to the Fourth of July, and let's see how that goes. And if we run into problems, we can always amend things. We can always add special meetings as needed. We can add a meeting back in July or any time throughout the year as needed. Okay, so we've got a motion on the floor to amend the bylaws to eliminate future meetings held in July.

SCHILLING: I'll second.

HUNSTAD: Okay, we have a second to that. Any further discussion? Okay, the motion is that we amend our Bylaws to eliminate Planning Commission meetings in the month of July. All in favor?
Any opposed? Okay.

Next Meeting:

Our next meeting is September 3rd. It will be, again, 7:00 p.m. And then I do have another question. Is 7 p.m. Does that seem to be an improvement over our 5 p.m. meetings?

ALL: Yes

HUNSTAD: Okay. So we'll continue on with that until we see time to change it. And with that, I call the meeting adjourned at 8:11 pm.

Next Regular Meeting:

Thursday, September 3, 2026, at **7:00 pm**

Provided by,
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www.HTAGroup.org

