

**Hamilton Township
Planning Commission Minutes of 3-6-2024
Public Hearing and Planning Commission**

Public Hearing called to order 5:00 PM by Kelly Bennett and the Pledge of Allegiance was recited.

Roll Call Attendance:

Present: Kelly Bennett, Jesse Fritz, Marsha McKee and Linda Barkell

Absent: Mike Conway

Guests: 0

Staff Present: Melissa Townsend, Zoning Administrator, Valdine Erskine, Hamilton Township Clerk and Dave Wright, Hamilton Township Supervisor

Planning Commission was asked by the chair if there were any questions regarding the amendments and adoption to the Master Plan, Police Power Ordinances, Zoning Ordinance, Fireworks Ordinance and the Special Events/Wedding Venue Ordinance. There were no questions and no comments for or opposed to the above by the public as no one attended. There was a motion by Bennett to recommend to the Hamilton Township Board adoption of all of the above and 2nd by McKee. All in Favor, M/C.

Public Hearing Meeting was adjourned at 5:30 PM.

At 6:30 we began our regular meeting.

Staff Present: Melissa Townsend, Zoning Administrator

Guests: 1

Approval of the Agenda: Agenda reviewed by all present and motion by McKee and 2nd by Fritz to accept the agenda as written. All in Favor, M/C.

Approval of the minutes: Barkell read the minutes 2-7-2024 to all present and motion by Fritz and 2nd by Bennett to approve the minutes. All in Favor, M/C.

Public Comments: none

Zoning Administrators report: Melissa reports 4 permits issued. 1 STR inspection done and permit issued. Request for a Bunkie, advised must be at least 720 sq. ft. Melissa also reported she received a call from a home owner about a year round garage sale in his neighborhood.

New Business: none

Old Business: We went over the Cemetery Ordinance as there were some unfinished work to be done. E-Mail from the Hamilton Township Clerk with some questions that needed to be addressed. **1.** The Foundation is the responsibility of the Township. Adding: The Footing or foundation upon which any marker or memorial must be placed shall be constructed by the Township, or such person(s) as may be designated by the Township Board, for such work shall be set from time to time by resolution of the Township Board, and shall be paid to the Township. **2.** Regulating height and size of monuments and memorials to common height of 30 inches and Cremation headstones and loss of revenue. Discussed and determined that a Veterans headstone would be taller than the common headstone of 30 inches

and not feasible at this time to regulate. Cremation headstones discussed and PC agreed that at this time it is a non-issue and will address if a need arises in the future. **3.** Vaults and “green burials”. Adding that green burials are prohibited. **4.** Forfeiting Burial Rights, done. **5.** Scattering of Cremains. Done. **6.** Allow Cenotaphs? PC discussed in length and determined that this is a non-issue at this time and will address if a need arises in the future. **7.** Allow Pet Burials? Refer to Section 3 A of the Cemetery Ordinance **8.** Cleaning of Headstones with Township funds. Adding: The maintenance, repair and upkeep of a cemetery memorial, marker urn or similar item is the responsibility of the heirs or family of the person buried at that location. The Township has no responsibility or liability regarding the repair, maintenance or upkeep regarding any such marker, memorial, urn or similar item. **9.** Winter burials. Non-Issue. **10.** Rights to fix errors. Done.

Adjournment: Motion by Fritz and 2nd by McKee to adjourn at 7:32 PM. All in favor, M/C.

Next Regular PC Meeting is April 3, 2024

Linda Barkell Secretary