

**Hamilton Township
Planning Commission Minutes of 10-1-2025**

Meeting called to order at 6:31 PM by Kelly Bennett and the Pledge of Allegiance was recited.

Roll Call Attendance:

Present: Bennett, Conway, Barkell, McKee & Fritz

Absent: 0

Guests: 1 Amy Wright. Park Director

Staff Present: Melissa Townsend, Zoning Administrator.

Approval of the Agenda: Agenda reviewed by all present and motion by Barkell and 2nd by Fritz to accept the agenda as written with 1 addition. Adding STR's and sales. All in Favor, M/C.

Approval of the minutes: Minutes of 9-3-2025 read to all present and motion by Conway and 2nd by McKee to accept the minutes as written. All in Favor, M/C.

Public Comments: none

Zoning Administrators report: Melissa reports she has had many STR's questions. There are 2 variance requests. Her report is in the minute's cabinet.

New Business: Meeting dates for 2026 will be 1-7-2026, 4-1-2026, 7-1-2026 and 10-7-2026. Meetings will remain on the first Wednesday of the month at 6:30 PM and subject to change if needed. We then went on to discuss short term rentals and selling of them. A question came up to the attention of the PC that if an LLC sells the STR to another LLC will the fee of non-transferable and non-refundable still apply? PC will ask the board for authorization to request a legal opinion.

Old Business: Public Hearing was held and PC will submit to the Township Board for adoption.

Adjournment: Motion by Conway and 2nd by McKee to adjourn at 7:18 PM. All in Favor, M/C.

Next Meeting: Wednesday, January 7, 2026 at 6:30 PM.

Linda Barkell, Secretary