







Emmett Township Planning Commission  
Meeting Minutes  
August 18, 2025

Meeting called to order by Chairman Mueller at 8:20 pm

Roll Call: Reliford, Hull, Powers, Mueller, Bowen present; Roose absent

Guests: None

Motion to approve minutes of July 21, 2025 made by Reliford, seconded by Hull

Minutes:

Old Business:

- > No news on the Breen Rd regular pole barn building permit application
- > No news on the site plan application from the man in the township wanting to use a shipping container for storage
- > Will prepare a second blight notice letter to John Dowling on Siegel Rd for Supervisor to sign and send

Motion to adjourn made by Reliford at 9:10 pm, seconded by Powers



Respectfully Submitted By,

Joanie Bowen

Planning Commission Secretary

*Motion to approve made by Reliford, seconded by Roose*

Emmett Township Planning Commission  
Meeting Minutes  
July 21, 2025

Meeting called to order by Chairman Mueller at 9:08 pm

Roll Call: Reliford, Roose, Hull, Powers, Mueller, Bowen present

Guests: None

Motion to approve minutes of June 16, 2025 made by Powers, seconded by Roose

Minutes:

Old Business:

- Discussed Breen Rd resident. No permit applied for yet for a pole barn

New Business:

- Ben Vitale wants to put up a wood burner 100 ft off the property line. It doesn't break the front plane of the house. Commission agrees he follows the ordinances and he can get a permit.
- Discussed man in township who wants to use a shipping container for storage. Told to create a site plan and come to the commission meeting. No electricity will be installed.

Motion to adjourn made by Reliford at 9:28 pm, seconded by Roose



Respectfully Submitted By,

Joanie Bowen

Planning Commission Secretary

*Motion to accept minutes made by Hull,  
seconded by Powers*

Emmett Township Planning Commission  
Meeting Minutes  
June 16, 2025

Meeting called to order by Chairman Mueller at 8:50 pm

Roll Call: Reliford, Hull, Mueller, Bowen present. Roose, Powers absent

Guests: None

Motion to approve minutes of May 19, 2025 made by Hull, seconded by Reliford

Minutes:

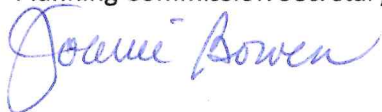
- Discussed resident Joe Leonard, on Breen Rd, applying for an agricultural permit to build a pole barn. He was denied due to the use of the structure is not agricultural. He will reapply for a permit for a regular pole barn building.

Motion to adjourn made by Reliford at 9:22 pm, seconded by Hull

Respectfully Submitted By,

Joanie Bowen

Planning Commission Secretary



*Motion to approve - Reliford Seconded by: Roose*

Emmett Township Planning Commission  
Meeting Minutes  
April 21, 2025

Meeting called to order by Chairman Mueller at 8:30 pm

Roll Call: Hull, Powers, Mueller, Bowen, Reliford, Roose present

Guest:

Motion to approve minutes of March 17, 2025 made by Reliford, seconded by Powers

Minutes:

- Discussed zoning ordinance book. Everyone agreed to continue using current ordinance book until newer updates are complete
- Prepared letters for blight at 13386 Siegel Rd, culvert maintenance (to be completed), and illegal burning
- Motion made by Roose, seconded by Powers, to correct meeting minutes of February 17<sup>th</sup>'s date

Motion to adjourn made by Reliford at 9:30 pm, seconded by Roose

Respectfully Submitted By,

~~Joanie Bowen~~ SANDRA RELIFORD  
*Sandra Reliford*  
~~Planning Commission Secretary~~ COMMISSION MEMBER

Emmett Township Planning Commission  
Meeting Minutes  
May 19, 2025

Meeting called to order by Chairman Mueller at 7:51 pm

Roll Call: Hull, Powers, Mueller, Reliford, present; Roose, Bowen absent

Guests:

Motion to approve minutes of April 21, 2025 made by Hull, seconded by Reliford

Minutes:

- We are going to continue using the ordinance book that is online through our website
- Letter was completed for Siegel Rd and sent to the township
- The illegal burn letter for Sheridan Rd did not get sent out because no one signed the complaint

Motion to adjourn made by Reliford at 8:23 pm, seconded by Hull

Respectfully Submitted By,

Joanie Bowen

Planning Commission Secretary

*Joanie Bowen*

*Motion to accept minutes made by:  
Hull, seconded by Reliford*

Emmett Township Planning Commission  
Meeting Minutes  
February 17, 2025

Meeting called to order by Chairman Mueller at 8:25 pm

Roll Call: Reliford, Roose, Hull, Mueller, Bowen present; Powers absent

Guest:

Motion to approve minutes of January 20, 2025 made by Reliford, seconded by Roose

Minutes:

- Chairman Mueller conveyed to board the shipping container request to be set up on property in the township was denied
- Homeowner on Foley Rd has an outdoors wood burner. Chairman Mueller told him he needs to present a site plan before he installs it. Mueller gave him the setbacks. He needs to come to planning with a Letter of Intent and a site plan.

Correspondence: None

Motion to adjourn made by Reliford at 8:40 pm, seconded by Hull

Respectfully Submitted By,

Joanie Bowen

Planning Commission Secretary

A handwritten signature in black ink, appearing to be 'Joanie Bowen', written over a horizontal line.

Emmett Planning Board  
Regular Meeting  
3-17-2025

March meeting called to order  
8:24 P.M. roll call, Mike Hull, Sandra  
Reliford and Scott Mueller, present.  
Powers, Bowen, and Hoose absent.

Motion to accept the minutes  
made by Hull seconded by Reliford.

Keeping an eye on Foley Rd.  
Wood Burner. He still needs  
a letter of intent and permits.  
as of yet no site plan or  
permits.

Reviewing Randy Schultzy  
access to property from Siegel  
road. Scott will find out if  
Siegel road continuous 31 feet  
past the last driveway, giving  
access to parcel B corner or  
if more property is needed to  
access the parcel. 60 ft wide  
520 Deep Scott will call  
Mr. Schultzy and discuss  
this with him.

No New Business  
No Correspondence

motion to adjourn made  
by Reliford seconded by Hull  
meeting adjourned 8:50

minutes recorded by  
Sandra Reliford.

Motion to approve as presented - Reliford  
seconded by Powers

Submitted by  
Jean Bowen  
Secretary

Emmett Township Planning Commission  
Meeting Minutes  
January 20, 2025

Meeting called to order by Chairman Mueller at 8:16 pm

Roll Call: Hull, Powers, Mueller, Bowen present; Reliford, Roose absent

Guest:

Motion to approve minutes of December 16, 2024 made by Powers, seconded by Hull

Minutes:

- Discussed letter of intent for Sullivan Rd property. They want to rezone from residential to agricultural. The food plot and pollinator/bird habitat would be allowed. The shipping container to be set up on the property is not allowed.
- Discussion held informing commission that when you sign for solar panel rights on property, it's a lien on the property.

Correspondence:

- Brockway Twp is updating their Master Plan
- Kenockee Twp is updating their Land Use Map
- Battery Energy/Solar Information brochure

Motion to adjourn made by Hull at 9:00 pm, seconded by Powers

Respectfully Submitted By,

Joanie Bowen

Planning Commission Secretary

*Motion to accept by Roose, seconded by Hull*

*Joanie Bowen*