

Helena Township Planning Commission Meeting Minutes
Thursday, December 04, 2025 @ 5:00pm
8751 Helena Road, Alden, Michigan 49612

Call to Order: Chair, Jim Gurr called the meeting to order at 5:02pm.

Pledge of Allegiance: All in room participated.

Roll Call: Present – F. VandenBerg, J. Gurr, D. Hunstad, M. Robinson, G. Schafer, J. Schilling and D. Whipple.

Township Officials Present: O. Leffew, B. Logee and B. Peeples.

Approval of Agenda: J. Schilling motioned to approve agenda and G. Schafer seconded. Motion approved.

Conflict of Interest: No conflicts.

Approval of November 06, 2025 Minutes: D. Hunstad motioned to approve minutes and Darren Whipple seconded. Motion approved with one amendment.

Approval of November 18, 2025 Public Hearing Minutes: G. Schafer motioned to approve agenda and H. Hunstad seconded. Motion approved.

Communications: None

Public Comments:

- An inquiry was made with regards to an email sent to the Planning Commission.

New Business:

- Bob Logee, Zoning Administrator, shared the November 2025 zoning activity report.
- Meeting types terminology – regularly scheduled, special, and public hearing; document requirements for each meeting type for clarity.
- Overview of updating the Recreational Vehicle ordinance, with a Public Hearing being scheduled on Thursday, January 15th, 2026.
- The Planning and Zoning Commission discussed review timeframes for another ordinance.

Announcements:

- The Antrim County Planning Commission reviewed the Helena Township Planning Commission and Zoning presented on December 2, 2025. No inconsistencies were found.
- Antrim County is making arrangements to host a 'Citizens Planner' training in 2026 for local townships.

Adjourn: F. VandenBerg motioned to adjourn. The meeting adjourned at 5:37pm.

Respectfully Submitted,

Fay M. VandenBerg, Helena Township Planning Commission and Zoning Secretary