

**ROYALTON TOWNSHIP PLANNING COMMISSION**

Regular Meeting

February 1, 2016

Members Present: Chairman B. Lieberg, J. Ackerman, R. Bernard, W. Foust, J. Heil, J. Pater

Absent: T. Kalin

Also Present: W. Boyd, Royalton Township Building Official/Zoning Administrator

Chairman Lieberg called the meeting to order at 7:00 p.m.

**I. Roll Call and Recognition of Visitors**

Planning Commission members Lieberg, Ackerman, Bernard, Foust, Heil and Pater were present; Planning Commission member Kalin was absent. Mr. Bob Basselman was a visitor.

**II. Approval of Minutes**

Minutes of the January 4, 2016 Planning Commission Meeting were reviewed. Mr. Foust made a motion to approve the minutes as presented. Ms. Bernard seconded the motion and the motion carried.

**III. Approval of Agenda**

There were no changes to the Agenda.

**IV. Public Hearing**

There was no public hearing.

**V. Unfinished Business**

**A. Distribution/Review of 2016 Master Plan**

Mr. Boyd distributed and reviewed updated 2016 Master Plan.

**VI. New Business**

A. Parks Committee Update

Mr. Foust reported that the Royalton Township Board appointed Planning Commission members Rachel Bernard and Ted Kalin to the Parks Committee per Planning Commission recommendation. The Board appointed John Olson and Bob Basselman to the Parks Committee as Board representatives and they also appointed Steve Tilly. Heidi Merchant and Mike Morphey were appointed to the Parks Committee as citizens at large. The Board would like all recommendations from the Parks Committee to come through the Planning Commission. Mr. Basselman stated that monthly Parks Committee meetings should be sufficient. The goal is to have a Parks plan in place by the end of 2016.

Mr. Ackerman has accumulated a file pertaining to Park matters that goes back quite a few years which he gave to Mr. Boyd to hold for future reference.

**VII. Comments from the Public - None**

**VIII. Open Discussion/Miscellaneous**

A. Correspondence Received – None

B. Planning Commission Interest Group Reports – None

C. Township Board Report - Mr. Foust reported that Mr. Cory Peek was appointed to fill a vacancy on the Fire Board. Mr. Tilly's request that the 2 ½ person maintenance staff be increased to 3 full time people was approved. Lift stations have to be monitored daily and this will allow for a member of the maintenance staff to have a weekend off every 3 weeks.

D. ZBA – The ZBA did not meet in January.

**IX. Building Permit Reports**

The January Building Permit Report showed no new home building permits issued in January, 2016, compared to two (2) new home building permits issued in January, 2015. Total new dwelling permits issued year-to-date for 2016 are none (0). Total year-to-date new dwelling permits issued for 2015 were two (2).

**X. Education**

Mr. Boyd discussed Michigan Historic Districts Act.

**XI. Adjournment**

Mr. Heil made a motion to adjourn the meeting and Mr. Ackerman seconded the motion. All voted in favor. The meeting adjourned at 8:40 p.m.

Respectfully submitted,



Linda Heil  
Recording Secretary