

## ROYALTON TOWNSHIP PLANNING COMMISSION

Regular Meeting

December 4, 2017

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

Absent: J. Pater

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

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

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

Planning Commission members, except J. Pater, were present. There were no visitors.

### **II. Approval of Minutes**

Minutes of the November 13, 2017 Continuation Planning Commission Meeting were reviewed. Mr. Lieberg made a motion to approve the minutes as presented. Mr. Kalin seconded the motion and the motion carried.

### **III. Approval of Agenda**

There were no changes to the Agenda.

### **IV. Public Hearing**

A) None

### **V. Unfinished Business**

A) None

**VI. New Business**

A. Sidewalk Design Review

Mr. Boyd distributed three overview maps of the Royalton Manor area: one map showing where sidewalks do exist, a second map showing current or proposed businesses where no sidewalks exist, and a third map of the same area showing the location of where there are unused existing light pole bases, and a fourth picture of an unused existing light pole base.

The Planning Commission reviewed these maps and picture. A lengthy discussion followed with all Planning Commission members participating.

Mr. Lieberg stated that as we as a Planning Commission go forward, we should require sidewalks and lights as a project is being built. Without a strategic plan in place it should be a judgment call. We can advise the Board, however, if we are promoting sidewalks. He suggested we change nothing and continue as we have been doing – status quo.

Chairman Bernard agreed. The remaining Planning Commission also agreed to status quo.

Mr. Boyd commented in the future if we have a need for sidewalks, the Board could determine the need for a Sidewalk Assessment District.

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

**VIII. Open Discussion/Miscellaneous**

A. Correspondence Received – Mr. Boyd reviewed information on an Incremental Development Seminar with the theme “spread the risk and the reward”.

B. Planning Commission Interest Group Reports – None

C. Township Board Report - Mr. Foust reported they agreed to collect taxes for the schools. Mr. Foust is rewriting Royalton Township personnel policy and ethics paper.

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

**IX. Building Permit Reports**

The November Building Permit Report showed two (2) new home building permits issued in November, 2017, compared to one new home building permit issued in November, 2016. Total new dwelling permits issued year-to-date for 2017 are thirteen (13). Total year-to-date new dwelling permits issued for 2016 were thirteen (13).

**X. Education**

Mr. Boyd reviewed Indiana prosecutors' Medical Marijuana Update; Michigan Association of Planning article on Guidelines for Planning Commissioners, ZBA and Elected Officials; and Michigan Emergency Rules for Medical Marijuana.

**XI. Adjournment**

Mr. Heil made a motion to adjourn the meeting and Mr. Lieberg seconded the motion. All voted in favor. The meeting adjourned at 8:35 p.m.

Respectfully submitted,



Linda Heil  
Recording Secretary