Royalton Township
Planning Commission
August 5, 2026

I. Chairman Brian Lieberg called the meeting to order at 7:03 p.m.

II. Roll Call:

Present: Brian Lieberg, Chair — Jason Ackerman, Commissioner
Ted Kalin, Vice-Chair — Zack Marsh, Commissioner
Andrew Sarola, Secretary — Josh White, Commissioner
John Heil, Commissioner

Absent: Kim Wright, Commissioner and Tim Conrad, Commissioner

Recognition of Visitors: Lynee Wells, CEO & Principal Planner, Aligned Planning.

III. Approval of Minutes – July 6, 2026

Motion by Heil to approve minutes as presented. Seconded By Sarola. All Ayes. No Nays. Motion carries.

IV. Approval of Agenda for August 5, 2026

Ackerman requested to amend New Business on the Agenda and table review of the Shipping Container Ordinance until Septembers PC Meeting. Motion by Sarola to approve amended agenda. Seconded by White. All Ayes. No Nays. Motion carries.

V. Comments from the Public/Correspondence: None

VI. Public Hearing: None

VII. Unfinished Business:

- Master Plan Draft Review:
  - Well's presented a memorandum of the key changes. The retitling of 2026 Master Plan vs. 2016 (amended) Development Plan consistent with the current terminology under the Michigan Planning Enabling Act. Final stages of updating are underway keeping the Community Survey and Public Engagement results a priority in updating the Master Plan.
  - PC members addressed minor issues after their review of the Master Plan Draft. Changes consisted of typo's, changes of business names, verifying updates to the future land use designation, checking the flow of tables making sure the math adds correctly.
  - Sarola asked for further review of sidewalks connecting the future residential construction on Glenlord Rd and Hollywood to the existing Health Park to the North and EP Clark Elementary and Grace Lutheran Church.
  - PC Members would like to see a map with a focus on future areas where we would like to see sidewalks. The Township may need to look at the possibility of Safe Route Grants to assist with making connections.

Subject to Approval

- Next Steps: The Board authorizes distribution of the Master Plan Draft to the public. A second letter of "Intent to Plan" will be mailed. There is a 42-day review period from the draft distribution. The Planning Commission will then hold a Public Meeting and recommends adoption.

- Motion made by Heil for recommendation to send the Master Plan Draft to the Board as amended by Well's. The next steps include approval from the board for distribution to the public. Seconded by Sarola. No further discussion. All Ayes. No Nays. Motion carries.

- Utility Grade Solar Draft Review. The committee member reviewed the Utility Grade Solar Ordinance draft. PC Member are suggesting the following requirements.

  - Minimum 80 Acre continuous parcel
  - 500' side buffer from adjoining property
  - Annual usage report
  - Decommissioning requirements financial guarantee
  - Reset period every 5 years. Engineer hires by township reimbursed by solar Company.
  - Review by township attorney

VIII. New Business:

- Accessory Structure: Due to the increased request for larger/taller accessory structures to house RV and Boats on residential properties. Requiring a review of the side wall and ridge height restrictions.

  - Motion made by Sarola for recommendation to the Board to work with Well's on the update to the Accessory Structure Ordinance. Seconded by Heil. No further discussion. All Ayes. No Nays. Motion carries.

IX. Reports/Discussion
A) Building Department Report – To be emailed to the PC Members.

X. Education: None

XI. Adjournment: Motion by Kalin to adjourn the meeting at 8:54 p.m.
Seconded by Sarola. All Ayes. No Nays. Motion carries.

Respectfully submitted,

Kellie Eldridge
Recording Secretary

Subject to Approval