

NORVELL TOWNSHIP PLANNING COMMISSION

February 15, 2023, MEETING MINUTES

Meeting held in person at the Township Hall

CALL TO ORDER 7:00 PM

PLEDGE OF ALLEGIANCE

ROLL CALL/VERIFICATION OF A QUORUM (Attendees are listed)

Russell Grimes – Secretary, **Matt Dame** – Township Board Rep, **Lynn Waldecker** – Commissioner, **Jamieson Stevens** – Vice Chair, **Monika Cook** – Commissioner

Guest(s) – A. Kukla, R. LaRowe, D. Haystead, A. Starling – Carlisle Wortman, J. Oswalt

APPROVAL OF AGENDA

Motion by J. Stevens to accept the agenda. 2nd by M. Cook. No discussion. Motion carried.

APPROVAL OF JANUARY 2022 MEETING MINUTES

Motion by R. Grimes to approve the meeting minutes, 2nd by L. Waldecker. No discussion. Motion carried.

BOARD REPRESENTATIVE REPORT

- Master plan draft chapters 1-5 discussed at board meeting.
- Jan 28th Town hall on Mill Road for new building renovations.
- ARPA funding discussions
- Looking for up to five project suggestions to use ARPA spending on.

ZONING ADMINISTRATOR REPORT

- Hard copy report provided to planning commission for review.
- Meeting held today with gravel company on conditional use permit.
- Requested for the existing gravel pit on Lawrence Road to come before commission to explain their plans for moving forward to close the site down.
- There was a complaint from board meeting on the township's enforcement of property violations.

ZBA REPRESENTATIVE REPORT

- No report at this time.

COMMITTEE REPORTS

- No updates at this time.

FINAL

UNFINISHED BUSINESS

- Master Plan – Alissa Starling from Carlisle Wortman provided a presentation on status of the Plan.
- Election of a ZBA representative.
J. Stevens nominated himself. 2nd by L. Waldecker. No discussion. Motion carried,
- Discussion on hiring a planner and request funding from the Board. There is a need to investigate the costs for this.
Motion by J. Stevens to request the Board to seek out a Planner and provide funding. 2nd by R. Grimes. Additional discussion for need to determine costing. Motion carried.
- Special Meeting for the purpose of PC training. Date set for training on March 22, 2023, at 6pm. Focus on training for Capital improvement plan. Motion by J. Stevens to set the special meeting as listed above. 2nd by R. Grimes. No discussion. Motion carried.
- Solar ordinance discussion. Township needs to develop an ordinance in the near future. There is currently a moratorium on solar projects. R. Grimes to start exploring reference documents to use to develop the ordinance.
- Capital improvement plan discussion. This is still in legal review with the Board.

NEW BUSINESS

- Discussion of getting the Board rep report in writing. Getting a copy of the day of the PC meeting is acceptable. J. Stevens made a motion for the Board reps report to be in writing submitted at the PC meeting. 2nd by M. Cook. No discussion. Motion carried.
- Discussion with R. LaRowe on impending verbal request for a conditional use permit for the property at Hardcastle and Wamplers Lake Rd to allow use as a marina. Owner will need to define what the use of this property will be.

PUBLIC/COMMISSIONERS COMMENTS

- No comments

ADJOURNMENT – 9:28 PM

- Motion by R. Grimes to adjourn, 2nd by L. Waldecker. No discussion. Motion Carried.

Next meeting March 15, 2023 (7:00pm in township hall)

Respectfully submitted by R. Grimes, Secretary