

**ALMENA TOWNSHIP PLANNING COMMISSION**

**MEETING MINUTES**

**April 6, 2015**

**Members present: Chairman Ron Marvin, Greg Babik, Mark Roman, Matt Moulds, Steve Manning, Carol Himes, and Jim Horton**

***In Audience: Nina Consollati (Alternate)***

**Members absent: None**

- I. **CALL TO ORDER** – The meeting was called to order at 7:00 p.m. by Chairman Ron Marvin.
- II. **AGENDA CHANGES/APPROVAL** – Addition to New Business Section X: (a) Election of Officers **Motion** to approve the agenda as amended by Ron Marvin, **second** by Matthew Moulds. **Motion approved 7-0.**
- III. **CORRECTIONS AND/OR APPROVAL OF March 2, 2015 MEETING MINUTES:**  
Add Nina Consollati to Members present. Section VIII, Part 4. Dr. James DeMoss replace “CR 653” with “32<sup>nd</sup> Street” and under Allan Hughes, remove “the” in the second sentence between for and at. **Motion** to approve minutes as amended by Steve Manning, **second** by Carol Himes. **Motion approved 7-0.**
- IV. **CHANGE OF MAY MEETING DATE DUE TO ELECTION:** Planning Commission meeting of May 4<sup>th</sup> changed to May 11<sup>th</sup>.
- V. **SOUTHWEST PLANNING COMMISSION CLEARING HOUSE REVIEW**  
No input, comments, or objections were made concerning the proposed Village of Mattawan project at McGillen’s Crossing Park.
- VI. **PUBLIC COMMENT FOR NON-AGENDA ITEMS**  
Chairman Ron Marvin announced the public comment section on the agenda will not be used for discussing the Wireless tower. A Special Meeting is scheduled for April 27, 2015 @ 7:00 p.m. to deliberate the special use application for the tower. Noticing requirements were not met for today’s meeting.  
Allan Hughes had questions concerning the use of co-locations and the placement of the tower in the corner of the township. All questions and concerns will be brought to the Special Meeting.

**VII. REPORTS**

a. **Township Board Liaison Report**

The Township Board renewed the terms of the Construction Board of Appeals members, Joe Alexander (building) and David Cole (electric). The Commercial Committee was formally disbanded. The fiscal year 2015-2016 budget was passed. To balance the budget, the line item for the professional planner was decreased by \$3,000 as it came in under budget last year.

a. **M-43 Commercial Overlay Committee Report**

No meeting was held due to dissolution.

**VIII. SCHEDULE A SPECIAL MEETING FOR A PUBLIC HEARING ON APRIL 27, 2015 IN ORDER TO MEET NOTICING REQUIREMENTS FOR THE VERIZON WIRELESS' SPECIAL USE APPLICATION** – Meeting Scheduled.

**IX. UNFINISHED BUSINESS** – None

**X. NEW BUSINESS**

Ron Marvin welcomed Nicholas Johnson from the Boy Scouts. Nicholas introduced himself and shared with the Planning Commission the two merit badges he is earning. The badges are Citizenship in the Community and Communications which require attending a town meeting.

a. **Election of Officers**

**Motion** by Carol Himes to nominate Ron Marvin as Chair, **second** by Steve Manning, **Motion** approved. Ron Marvin elected to Planning Commission Chair. **(6-0)**

**Motion** by Ron Marvin to nominate Steve Manning as Co-Chair, **second** by Matt Moulds, **Motion** approved. Steve Manning elected as Co-Chair. **(6-0)**

**Motion** by Matt Moulds to nominate Mark Roman as Secretary, **second** by Carol Himes, **Motion** approved. Mark Roman elected as secretary. **(6-0)**

**XI. ADJOURNMENT** – **Motion** to adjourn by Steve Manning, **second** by Greg Babik, **Motion passed 7-0**. The meeting adjourned at 7:39 p.m.

**Minutes Approval Date:** Approved May 11, 2015

Lia Will  
Almena Township Deputy Clerk

Cc: PC (8)  
Twp. Board (7)  
ZBA (5)  
Christopher Khorey  
Bill Henderson  
Attorney