Otsego Lake Township Planning Commission
Approved Minutes for June 5, 2025 Planning Commission Meeting
Meeting Place- Otsego Lake Township Hall

Call to Order: Chairperson Tim Miller called the meeting to order at 7 PM

Roll call: Present- Al Blackburn, Josh Carlson, Nora Corfis, Denise Pallarito (OLT Trustee). Leo Sensabaugh. Absent- Tom Totten

Two members of the public also present.

Pledge of Allegiance: Led by Tim Miller

Public Hearings: None.

Persons requested by the Commission to attend this meeting: None.

Conflict of Interest: Do Commissioners or any Commissioners feel other Commissioners may have a conflict on any matter addressed on the Agenda? None noted. Al Blackburn stated in the future, if a conflict of interest is discussed, the determination if a conflict exists should be made according to OLT Bylaws, Section 2.5. Short discussion followed for clarification.

Housekeeping Business:

Next scheduled meeting to be held July 5, 2025 at 7 PM.

The Agenda was amended to strike July 5, 2025 meeting date and corrected to July 10, 2025 per our Meeting Date Schedule.

The Agenda was amended to include 2 separate Language Proposed Changes from Land Use Services. Leo Sensabaugh made a motion to approve the amended agenda. Denise Pallarito seconded the motion. No further discussion. A voice vote was taken and passed unanimously.

Public comments, communication concerning items on the agenda and additions to the agenda: None

Approval of Minutes of May 1,2025: Leo Sensabaugh stated a public comment he made was not included in the minutes and requested the additional comment regarding public participation during our meeting be added to the minutes. Al Blackburn stated the recent MTA training class was held at the Otsego Club, not Treetops. A motion was made by Josh Carlson, and seconded by Leo Sensabaugh, to approved the amended minutes. No further discussion. A voice vote was taken and passed unanimously.

Unfinished Business and reports:

Master Plan Revisions, Survey, Status Update: It was reported 115 surveys have been received to date. A hard copy of the survey is available at the Otsego County Library. The OLT Board declined to support spending the money for sending out the mailer to complete the survey. No response was received from the Parks and Rec Chairperson to attend the Planning Commission Meeting at a future date. Denise Pallarito will contact our MEMCOG Planner requesting her attendance at the July 10, 2025 meeting. Further discussion followed regarding updating neighboring townships and reviewing MTA Master Plan Checklist to insure all required points are included. Al Blackburn reported confirmation was received by NEMCOG the Master Plan Grant does not expire until December, 2026.

New Business:

Article 17 Schedule of Dimensions Proposed Language: Proposed Minimum ground floor area of principle structure (Square feet- Single Family Dwellings) Current and proposed language change was discussed. A motion was made by Denise Pallarito to recommend approval as presented, seconded by Leo Sensabaugh. No further discussion. A voice vote was taken and passed unanimously. Al Blackburn will send a response to Land Use Services.

New Language- Electrical Vehicle Charging Stations- Section 2.2 Definitions - New Definitions Proposed. Current and proposed language change was discussed.
Section 21.49- recommended adding bollards or other suitable safety barrier for Electrical Station.
Section 14.1.13- No access off Marlette Rd. The Marathon station (Hilltop) was recently approved and should recommend moving this to section 14.2, Special Conditions. Leo Sensabaugh made a motion to approve as amended, seconded by Denise Pallarito. No further discussion. A voice vote was taken and passed unanimously. Al Blackburn will send a response to Land Use Services.

Reports, If Any, Regarding Planning and Zoning from each member of the Commission:

Al Blackburn reported the following- He submitted the attendance sheet for those attending the MTA training session at Otsego Club. The class was very informative and gave a few examples of what was discussed and provided handout packets to all Commission Members that were not able to attend. The County Planning Commission Committee meeting to review recreational vehicle/storage is scheduled for June 11, 2025 at 4 PM.

Township Board Representative:

Denise Pallarito reported the new Fire Truck is expected this coming Friday. This coming Saturday there will be an open house at the Fire Station. Denise Pallarito and Clerk Brown are reviewing ordinances to update- this is an ongoing process, currently 4 ordinances to update. The Pickleball Court Project was discussed. The Township Park splash pad was damaged when it was winterized, a special repair is needed. Leo Sensabaugh asked who bid on the landscaping maintenance for the Township. Positive comments have been received on the maintenance of the cemetery and parking lot. Leo Sensabaugh asked if additional landscaping will be placed along the parking lot. Al Blackburn questioned why Township Ordinances are being reviewed when review of Policies and Procedure was discussed at the recent board meeting. Denise Pallarito responded they are reviewing both Policies and Procedures and Local Ordinances. Denise Pallarito reported she received information the Governor signed a $100,000,000 Ice Storm Reimbursement Bill.

Otsego County Zoning Board of Appeals: Nothing to report.

Otsego County Planning Commission: Nora Corfis gave an update on recent County Planning Commission business, including a new PUD Development of 41 units. The Recreation Equipment/Storage language update was sent to the committee to review. Bagley Twp has a new Twp Hall.

Otsego County Zoning Board Of Appeals: Nothing to report.

Meeting adjourned at 8:04 PM.

Respectfully submitted,

Al Blackburn
Secretary, OLT Planning Commission

Minutes approved as presented at the July 10, 2025 meeting