Otsego Lake Township Planning Commission
Approved Minutes for May 1, 2025 Planning Commission Meeting

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

Pledge of Allegiance: Led by Tim Miller

Roll call: Present- Al Blackburn, Josh Carlson, Nora Corfis, Tim Miller, Denise Pallarito (OLT Trustee), Leo Sensabaugh, Tom Totten. Absent- None.

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.

Housekeeping Business: Next scheduled meeting to be held June 5, 2025 at 7 PM.

Public Comments, Communications Concerning Items On The Agenda And Additions To The Agenda: Trustee Pallarito commented to amend the date on the agenda to be changed from May 3, 2025 to May 10, 2025 due to the postponement of the meeting one week due to the ice storm. Leo Sensabaugh requested adding the County Language proposal review of Section 21.38- Signs and Billboards. Leo Sensabaugh made a motion to approve the agenda as amended, Tom Totten seconded the motion. No further discussion, a voice vote was taken and passed unanimously.

**Amended additional comment- Leo Sensabaugh stated Commission discussion should be amongst Commission Members, and then followed with potential public comments after being recognized by the Commission Chair.

Approval of Minutes of April 10, 2025: Leo Sensabaugh made a motion to approve the minutes as presented. Josh Carlson seconded the motion. No discussion, voice vote was taken and passed unanimously.

Unfinished Business and reports:

1. Master Plan Revisions, Survey, Status Update: Chairman Miller requested Trustee Pallarito to update the commission on the Master plan. Trustee Pallarito reported NEMCOG has received 50 digital responses to the survey to date. Discussion followed to increase responses from Township Residents. Recommendations made were to send a mailer to all Township Residents, update the OLT Website to be more attention catching, and limit the deadline to complete the survey to June 30, 2025. A motion was made by Trustee Pallarito to allocate up to $5,000 of NEMCOG Grant Money to send a mailer to raise awareness to all Township Residents to complete the survey to close on June 30, 2025. Tom Totten seconded the motion. Further discussion followed and a voice vote was taken and passed unanimously. Trustee Pallarito will request OLT Board approval to use up to $5,000 of NEMCOG grant money to pay for the mailer at the May 15, 2025 OLT Board meeting. Further discussion followed on a timeline to complete the Master Plan by December 2025 to meet the Grant Deadline. Chairman Miller will communicate with Christine Boyak-Wohfeil, Chairperson of the OLT Parks and Recreation committee to attend a future OLT Commission Meeting, possibly in June or July 2025.

New Business: Review Proposed Language Change, Section 21.38 Signs and Billboards.
Discussion on Section 21.38.4- Signs prohibited. Section 21.38.4.4 proposed recommendation is to change

current language of re-pixilation not more often than one time in 60 seconds to 8 seconds. A motion was made by to approve the proposed language change by Denise Pallarito, seconded by Tom Totten. No further discussion. A voice vote was taken and passed unanimously. Al Blackburn will send a response to Land Use Services.

Al Blackburn made a motion to rescind a motion approved at the January 9, 2025 OLT Planning Commission Meeting that requested the OLT Board deny Trustee Pallarito to vote on any NEMCOG matters. Leo Sensabaugh seconded the motion. No discussion, and a roll call vote was requested by Al Blackburn. Josh Carlson- Yes, Nora Corfis- Abstain, Tim Miller- Yes, Trustee Pallarito- Abstain, Leo Sensabaugh- Yes, Tom Totten- Yes, Al Blackburn- Yes. Motion passed.

Al Blackburn made a motion to rescind a motion approved at a prior OLT Commission Meeting appointing Al Blackburn as the main point of contact with our NEMCOG planner. Tim Miller seconded the motion. No discussion. Al Blackburn requested a roll call vote. Al Blackburn- Yes, Tom Totten- yes, Leo Sensabaugh- Yes, Trustee Pallarito- Yes, Tim Miller- Yes, Nora Corfis- Yes, Josh Carlson- Yes. Motion passed unanimously.

Public participation for items not on the agenda- None.

Reports, If Any, Regarding Planning And Zoning from Each Member On the Commission- Al Blackburn reminded OLT Planning Commission Members of the MTA Training Class being held at ~~Treetops~~ (Striking Treetops to state held at Otsego Club) May 21, 2025 at 4 PM.

Township Board Representative: Trustee Pallarito reported the Cemetery has been cleaned up from the ice storm, the quarterly MSHDA report was completed, and the new OLT Fire Truck may be delivered this month.

Otsego County Planning Commission: Nora Corfis reported updated County approvals, discussed Treetops PUD Expansion, and the County Sign ordinance proposal.

Otsego County Zoning Board of Appeals: Nothing to report.

Meeting adjourned by Chairman Miller at 7:59 PM.

Respectfully submitted,

Al Blackburn Al Blackburn

Secretary, OLT Planning Commission

Minutes approved as amended at the June 5, 2025 Planning Commission Meeting

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