Otsego Lake Township Planning Commission
Approved Minutes for September 3, 2026
Planning Commission Meeting
Meeting Location- Otsego Lake Township Hall

Call To Order- Chairperson Miller called the meeting to order at 7 PM.

Roll Call: Present- Al Blackburn (Secretary), Josh Carlson, Nora Corfis, Tim Miller (Chair) , Denise Pallarito (Twp. Bd. Member),Tom Totten (Vice Chair). Absent- Will Horsell.

Discussion followed after completing the roll call. Will Horsell (Recently appointed by the OLT Board) was absent and the question was raised if Will had been given his Oath of Office. Mary Brown (OLT Clerk) was present and stated he had not as of tonight. Will was removed from the roll call until he takes the Oath of Office.

Three members of the public were also present- Mary Brown (OLT Clerk) and two twp. residents.

Pledge of Allegiance: Led by Chairperson Miller

Approval of the Agenda- Denise Pallarito made a motion to approve the amended agenda. (Correcting the typo date of tonight's meeting from June 4, 2026 to September 3, 2026) Tom Totten seconded the motion. No discussion. A voice vote was taken and motion passed unanimously.

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 This Agenda? None noted.

Housekeeping Business: Next Planning Commission Meeting to Be Determined. Next Scheduled is October 1, 2026

Public Comments, Communication Concerning Items On The Agenda And Additions To The Agenda: None

Approval of Minutes of June 4, 2026 : Denise Pallarito made a motion to accept the minutes as presented. Josh Carlson seconded the motion. No discussion. A voice vote was taken and passed unanimously. (July and August meetings were cancelled due to no business)

Unfinished Business and reports:

1. Final Master Plan-

A. Was the final version adopted by the Township Board with our revisions incorporated? Denise Pallarito stated yes.
B. Did we receive the final version yet from NEMCOG? Denise Pallarito clarified ADA compliance and other details. NEMCOG will print color copies in the near future.
C. Has this been published to the OLT Website? The Final without attachment's is posted. The Final Master plan with attachments will be posted on the website in the near future.

New Business:

Resolution No. 2026-12- Otsego Lake Township Planning Commission. Resolution Objecting to Exclusionary Township Board Appointment process. Chairman Miller commented on the recent selection process to fill a vacancy on the Planning Commission. He requested to read a letter written to the Twp. Board and also a Resolution he drafted regarding the exclusionary decision to fill the vacancy. Further discussion followed. Chairman Miller then read OLT Planning Commission resolution 2026-12 and his Official Correspondence for Upcoming Board Meeting- Planning Commission Chair Objection letter. No additional discussion followed. A motion was made by Tom Totten to approve OLT Planning Commission Resolution 2026-12. A roll call vote was taken. Nora Corfis- Yes, Denise Pallarito- Abstain, Al Blackburn- Yes, Tim Miller- Yes, Tom Totten- Yes, Josh Carlson- Yes. Motion Passed. Chairman Miller requested Approved OLT PC Resolution 2026-12 and his correspondence letter to the OLT board be included in the minutes. Chairman Millers official correspondence letter is Attachment #1. The Adopted OLT PC Resolution 2026-12 is Attachment #2.

Discuss Compatible Renewable Energy Ordinance (CREO). Discussion followed and will be tabled for future meetings.

Review/Update OLT PC By-Laws relative to MI Planning and Zoning Enabling acts. Discussion followed and will remain under old business until updates are made for final review.

Public Participation for items not on the agenda; None.

Reports, if any, Regarding Planning and Zoning From Each Member Of The Commission: Chairman Miller commented on Leo Sensabaugh's service to the Township and to his Country also serving in the Military. Leo's service was greatly appreciated and he will be missed.
Township Board Representative- Denise Pallarito provided a Township update.

Otsego County Planning Commission- Nora Corfis provided a County Planning Commission update.

Otsego County Zoning Board Of Appeals- Tim Miller stated one case was discussed and denied.

Chairperson Miller adjourned the meeting at 8:18 PM

Respectfully submitted, Al Blackburn, OLT Planning Commission Secretary Al Blackburn

Attachment #1- Chairman Miller's official correspondence letter to the OLT Board.

Attachment #2- Adopted OLT PC Resolution 2026-12.

Minutes approved as presented at the November 5, 2026 PC Meeting.

The October 1, 2026 PC Mtg. was cancelled due to no business.

Timothy Miller
Chair, Otsego Lake Township, MI- Planning Commission
1583 Robin Ct
Gaylord MI, 49735
8/21/26

To the Otsego Lake Township Board,

I am writing in my official capacity as Chair of the Planning Commission to formally object to the process by which the recent planning commission appointment was conducted. While the Township Board has final approval authority under the Michigan Planning Enabling Act (MPEA), MCL 125.3815, executing this "end run appointment" while completely bypassing the Planning Commission Chair and the entire commission membership breaks the historic precedent of consultation and collaboration in our township.

Operating without transparency directly compromises the integrity of our local governance. Furthermore, let it be stated for the official public record that as Chair, I do not support this appointment due to the exclusionary process by which it occurred.

Our community has successfully finalized its Master Plan. The Planning Commission's focus has now shifted entirely to the strict implementation, enforcement, and defense of this plan. This specific phase of municipal planning requires a high level of land-use knowledge, objective analysis, and a firm grasp of zoning laws. Bypassing the Chair and the full commission membership eliminated our collective ability to review candidate readiness, which directly risks the cohesion of the commission and our ability to protect the township's long-term development goals.

Moving forward, the Planning Commission expects an immediate return to our established communication protocols. I request that a formal discussion regarding the restoration of the collaborative appointment and recommendation process between the Township Board, the Planning Commission Chair, and the full commission membership be placed on the agenda for the next scheduled Township Board meeting.

Sincerely,

9/3/26

Timothy J. Miller, AIA, NCARB, SCIP-a
Chair, Otsego Lake Township, MI- Planning Commission

RESOLUTION NO. 2026-12
OTSEGO LAKE TOWNSHIP PLANNING COMMISSION
RESOLUTION OBJECTING TO EXCLUSIONARY TOWNSHIP BOARD APPOINTMENT PROCESS

WHEREAS, the Otsego Lake Township Planning Commission is established pursuant to the Michigan Planning Enabling Act (MPEA), MCL 125.3801 et seq., and is tasked with the critical implementation, enforcement, and legal defense of the township's newly finalized Master Plan; and

WHEREAS, a long-standing, unbroken historic precedent of transparency, consultation, and collaboration has existed between the Township Board and the Planning Commission regarding the vetting and recommendation of potential planning commission members; and

WHEREAS, the Township Board recently approved a commission appointment while completely bypassing both the Planning Commission Chair and the entire commission membership in an "end run appointment"; and

WHEREAS, executing vital municipal appointments without notifying or seeking input from the active planning body directly compromises the operational cohesion of the commission, strips the body of its ability to review candidate readiness, and undermines the integrity of local governance.

NOW, THEREFORE, BE IT RESOLVED that the Otsego Lake Township Planning Commission hereby formally objects to the exclusionary and non-transparent process by which this recent appointment was conducted.

BE IT FURTHER RESOLVED that the Planning Commission fully endorses and adopts the formal objection regarding this breakdown in communication, as articulated by the Planning Commission Chair in the correspondence dated 8/21/26, and directs that said correspondence be appended to this resolution as a matter of permanent public record.

BE IT FURTHER RESOLVED that the Planning Commission formally requests the Township Board immediately restore established communication protocols and place a collaborative appointment review process on the agenda for the next scheduled Township Board meeting.

Motion by Commissioner: Tom Tibbe
Supported by Commissioner: Josh Carlson

5 of 6

AYES: IIIII ABSTAIN 1
NAYS: ____
ABSENT: 1

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Planning Commission of Otsego Lake Township, County of Otsego, State of Michigan, at a regular meeting held on 9/3/26 and that public notice of said meeting was given pursuant to the Michigan Open Meetings Act.

Al Blackburn, Planning Commission Secretary