Otsego Lake Township Planning Commission
Approved Minutes for January 8, 2026 Planning Commission Meeting
Meeting Location- Otsego Lake Township Hall

Call To Order- Chairperson Miller called the meeting to order at 7:04 PM.

Roll Call: Present- Al Blackburn, Josh Carlson, Tim Miller, Denise Pallarito (Twp. Bd. Member), Leo Sensabaugh. Excused- Nora Corfis, Tom Totten

Two members of the public also present.

Pledge of Allegiance: Led by Chairperson Miller

Public Hearings: None

Persons Requested By The Commission To Attend This Meeting: NEMCOG Regional Planner

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:
1. Next Planning Commission Meeting to Be Determined
Next Scheduled is February 5, 2026

Public Comments, Communication Concerning Items On The Agenda And Additions To The Agenda:
Al Blackburn requested corrections of today's Agenda meeting date from January 7 to January 8, and to correct approval of December minutes from December 5 to December 4. Al Blackburn requested a discussion regarding current by-laws. Discussion followed and the By-law discussion was tabled for a future meeting. Al Blackburn requested a discussion of Chapter 3 of the Master Plan Draft, specifically to discuss the Water Quality paragraph. Chairman Miller agreed to add a Water Quality discussion request under the Master Plan Review. A motion was made by Leo Sensabaugh to approve the amended agenda. Denise Pallarito seconded the motion. No discussion. A voice vote was taken and passed unanimously.

Approval of Minutes of December 4, 2025: Al Blackburn questioned a motion made regarding the Election of Officers. Chairman Miller reviewed his notes and advised a correction to strike "No second to the motion, motion failed" to state Denise Pallarito made the motion, and Tom Totten seconded the motion. No further discussion. Denise Pallarito made a motion to accept the minutes as amended. Josh Carlson seconded the motion. No additional discussion. A voice vote was taken and passed unanimously.

Unfinished Business and reports:

1. Draft Master Plan Update:

There was a mis-understanding regarding NEMCOG's attendance tonight. Denise Pallarito will contact NEMCOG planner requesting his attendance to attend the February 5, 2026 meeting, and to provide copies of the full Mater Plan Draft for review.

Water Quality Discussion: Reviewed Master Plan Chapter 3 referencing Water Quality. Discussion followed. Denise Pallarito will forward the comments discussed to NEMCOG planner to add additional comments as recommended.

"Micro Housing / Zoning District" discussion to allow Micro Housing in all R-2 districts in Otsego Lake Township. Discussion followed. Denise Pallarito will forward the recommendation to NEMCOG to add to the Master Plan draft.

Review Proposed New Zoning Ordinance Language For Battery Energy Storage Systems:

1. Battery Energy Storage Systems Proposed Language. Discussion followed of Pro's and Con's of Battery Energy Storage Systems, and a page by page review of the proposed new language. The following comments and recommendation's were made to forward to Otsego County Land Use Services:

Section 21.50.1
#8 A-1: Recommend language to state A clearly visible warning sign concerning voltage shall be placed IN A CLEARLY VISABLE LOCATION AT ALL TIMES. The proposed language states at grade level, the concern is for accumulating snow depth and snow plowing, and recommend the signs be of a reflective material for visibility during hours of darkness.

#11 C; Recommend reducing the timeline for a nonoperational system for an abandonment hearing from the proposed 12 months. This is excessive unless there is a current mandated standard.

#12- STRONGLY AGREE with Special Land Use Permit and Site Plan Application Requirements as proposed.

#12 O i-5; Recommend an ANNUAL REVIEW of FRP vs every 3 years. With rapidly advancing technology every 3 years may not allow to maintain an effective and safe FRP plan.

#12 O ii-7: Recommend an ANNUAL REVIEW of ERP vs every 3 years. With rapidly advancing technology every 3 years may not allow to maintain an effective and safe ERP plan.

Section 21.50.2 -3: STRONGLY AGREE Residential Accessory Use should be limited to not exceed 100 KW.

Additional Comment- Recommend language to address pre-existing lawful and non conforming systems currently in use. Al Blackburn will send the response to Land Use Services.

New Business: Planning Commission:

A. Election of Planning Commission officers for 2026; Chair, Vice-Chair, Secretary

Al Blackburn made a motion to elect Tim Miller as Chairman. Denise Pallarito seconded the motion. No discussion. A voice vote was taken and passed unanimously.

Al Blackburn made a motion to elect Tom Totten as Vice-Chair. Tim Miller seconded the motion. No Discussion. A voice vote was taken and passed unanimously.

Denise Pallarito made a motion to elect Al Blackburn as Secretary. Leo Sensabaugh seconded the motion. No discussion. A voice vote was taken and passed unanimously.

B. Annual Planning commission Report review (FINAL)

The Annual Summary of the Planning Commission for 2025 was presented for final review. Josh Carlson made a motion to adopt the Final Planning Commission Annual Report for 2025. Leo Sensabaugh seconded the motion. No Discussion. A voice vote was taken and passed unanimously. The adopted Annual Summary for 2025 will be forwarded to the Township Board.

Public Participation; Randy Stouts commented on County Business.

Reports, if any, Regarding Planning and Zoning From Each Member Of The Commission: Chairman Miller requested Al Blackburn to provide copies of the Open Meetings Act at the February 5, 2026 meeting for refresher training.

Township Board Representative- Denise Pallarito provided a Township Update.

Otsego County Planning Commission- Nora Corfis was excused, Randy Stults provided a County Update.

Otsego County Zoning Board of Appeals- Tim Miller stated nothing to report.

Chairperson Miller adjourned the meeting at 8:45 PM

Respectfully submitted, Al Blackburn, OLT Planning Commission Secretary
Minutes approved as submitted at the February 5, 2026 meeting