

**ROME TOWNSHIP
PLANNING COMMISSION MEETING MINUTES
January 27, 2009**

Chair, Mike Griffith, called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance to the Flag.

ROLL CALL: Mike Griffith, Matt Minnick, Jeff Elwell, Kevin Fisher, Rick VanAkin, Amy DeLine were all present; Matthew Zellen was absent.

Others present: Betty Jo Halliwill, Zoning Administrator Rich Yeider.

MINUTES: Mike Griffith moved to approve the November 25th, 2008 meeting minutes, seconded by Kevin Fisher, motion carried 6-0.

ADDITIONS TO THE AGENDA: None

AGENDA APPROVAL: Rick Van Akin moved to approve the agenda, seconded by Kevin Fisher, motion carried 6-0.

PUBLIC COMMENT: None.

TOWNSHIP BOARD REPRESENTATIVE REPORT: Informed the Planning Commission that the board brought up attendance at the planning commission meetings.

ZONING BOARD OF APPEALS REPRESENTATIVE REPORT: No Meeting

ZONING ADMINISTRATOR REPORT: 3 Calls, 32 Miles, 2 Zoning, 1 New Barn. 1 Property owner was building without a permit. That issue was resolved. Mr. Studnicka is still making calls to Rich Yeider as well as to members of the planning commission in regards to issues he is having with his neighbor.

PLANNING COMMISSION CHAIR: No Report

ORDER OF BUSINESS

1. **Public Hearing Regarding Changes to the Zoning Ordinance.** An ordinance to amend the Rome Township Zoning Ordinance so as to make the violation thereof a municipal infraction, to provide sanctions for violation thereof and to repeal all sections or parts of the Rome Township Zoning Ordinance in conflict therewith. **Amendment of Article Fourteen – Violations and Enforcement, Section 14.15 Penalties.** Mike Griffith opened the public hearing at 7:15pm. Public comment made and the Public Hearing was closed at 7:18pm. Jeff Elwell made a motion to accept the amendment to the Zoning Ordinance as provided to the planning commission, Rick Van Akin seconded. Roll Call Vote: Rick Van Akin (YES), Kevin Fisher (YES), Amy DeLine (YES), Jeff Elwell (YES), Matt Minnick (YES), Mike Griffith (YES), motion carried 6-0 with Matthew Zellen Absent.
2. **Review proposed windmill and outdoor woodstove ordinances and additional paperwork prepared by Mr. Schaedler.** It was decided that since most of the planning commission was seeing this paperwork for the first time and that Mr. Schaedler was unable to attend the meeting that this should be tabled. Rick Van Akin made a motion to table this until next meeting, seconded by Kevin Fisher. Motion carried 6-0.
3. **Review Planning Commission Bylaws.** The planning commission was presented the proposed Rome Township Planning Commission Bylaws. A lengthy discussion ensued regarding the proposed bylaws and some changes were discussed and made to them. They are as follows:

Section 1: Officers (ORIGINAL/ REVISED)

- A. **Selection and Tenure**—At the first regular meeting each (*month*), the planning commission shall select from its membership a chairperson, vice chairperson and secretary. At the first regular meeting following appointment of members from the Rome Township Board the planning commission shall select from its membership a chairperson, vice chairperson and secretary. Carried 6-0

Section 2: Meetings

- B. **Special Meetings:** All costs of special meetings held to consider requests of applicants for approvals under the zoning ordinance (or for such other purposes as may be necessary) shall be paid by the applicant for such requests.
- D. **Quorum:** Five (5) members of the planning commission shall constitute a quorum for transacting business and taking official action for all matters. Four (4) members of the planning commission shall constitute a quorum for transacting business and taking official action for all matters. The planning commission also decided to adopt (a) No action shall be taken at a meeting at which a quorum is not present. Carried 6-0.

Section 5: Absences, Removals, Resignations and Vacancies

- A. To be excused, members of the planning commission shall notify the township supervisor, planning commission chairperson or other planning commission member when they intend to be absent from a meeting. Failure to make this notification prior to the meeting shall result in an unexcused absence. To be excused, members of the planning commission shall notify the township supervisor, planning commission chairperson or other planning commission member when they intend to be absent from a meeting. Failure to make this notification prior to the meeting shall result in an unexcused absence. Two unexcused absences will be forwarded to the Rome Township Board for disciplinary action. Motion Carried 5-1 with Kevin Fisher dissenting.

Section 6: Conflict of Interest

- A. The planning commission decided that if a member is declaring a conflict he or she may ask the other planning commission members to decide if he or she should abstain. Carried 6-0.
4. **Review Planning Commission Proposed Budget.** A lengthy discussion took place regarding the proposed planning commission budget. A sticking point was the \$3,000.00 proposed for the salary. It was thought that if the planning commission had 100% attendance for all 6 meetings that the total cost would be \$1770.00. It was decided that the budget should allow for some extra meetings just in case. Another sticking point was the \$2,000.00 for attorney fees. The 2008 actual was only \$835.00, well below the \$5,000.00 proposed. It was thought that we could lower the \$2,000.00 but with the changes currently taking place regarding the zoning ordinance especially the windmill ordinance work and the outdoor wood stove that it should be kept at \$2,000.00. Kevin Fisher made a motion to accept the proposed budget as provided to the planning commission, Amy DeLine seconded. Motion carried 6-0.

MEETING DATES: The next Planning Commission Meeting will take place March 24th, 2009 at 7:00pm.

PUBLIC COMMENT: None

ADJOURNMENT: Jeff Elwell moved to adjourn at 8:45 p.m., seconded by Rick VanAkin, motion carried 6-0.



Matt Minnick
Secretary
Rome Township
Planning Commission

Mike Griffith
Chairman
Rome Township
Planning Commission