



ROME TOWNSHIP PLANNING COMMISSION MEETING MINUTES

February 26, 2026 – 8:00pm
Rome Township Hall

Chairperson Rob Apoian called the meeting to order at 8:00pm and led the Pledge of Allegiance to the flag.

ROLL CALL: Pat Bournes, Scott Peters, Rob Apoian, Matt Minnick, Sheri Wilt, Kevin Fisher and Leo Oswald were all present.

OTHERS PRESENT: Thomas Boss – Region 2 Planning Commission. Howard Peters

ADDITIONS TO AGENDA: Addition of amendment to Planning Commission bylaws.

APPROVAL OF AGENDA: Sheri Wilt made a motion to approve the February 26th, 2026, agenda with the addition of Planning Commission bylaws. Pat Bournes seconded the motion; motion carried 7-0.

APPROVAL OF MINUTES: Scott Peters made a motion to approve the January 22, 2026, meeting minutes. Sheri Wilt seconded the motion; motion carried 7-0.

Scott Peters made a motion to approve the February 12, 2026, special meeting minutes. Pat Bournes seconded the motion; motion carried 7-0.

PUBLIC COMMENT: None.

TOWNSHIP BOARD REPRESENTATIVE REPORT: Leo Oswald updated the Planning Commission on business conducted by the Rome Township Board. At its February 12th meeting the board business included approval of the Board of Review dates; set Poverty Exemption levels and allow protesting by mail. Board discussed a bill from the Tax Tribunal attorney and why they were still receiving bills. Board discussed planning commission terms; but delayed reappointments. Board approved a contract with Lenawee County for early voting and approved the clerk to make money transfers. At the February 26th meeting the board appointed members to the Board of Review for the 2025 – 2026 tax review.

PLANNING COMMISSION CHAIR REPORT: Chair Apoian asked if the members of the planning commission were opposed to moving our upcoming meetings from Thursday to Wednesday. He also asked if the Township had some type of business directory that listed or could list businesses that are in the Township.

Leo Oswald made a motion to change the March – July meeting day from the 4th Thursday to the 4th Wednesday at 7:00pm. Pat Bournes seconded the motion; motion carried 7-0.

ORDER OF BUSINESS

1. Continued discussion regarding updates to Land Use Map/ Zoning Map.

The Planning Commission meet with Thomas Boss regarding the current Land Use Map/ Zoning Map. The Planning Commission discussed what are options are regarding the current approved land use map and what would be the best path forward. After discussion it was determined that to start, we would have the map digitized from it's current 1976 drawing to the current land map reflecting the zoning as it was in 1976. Thomas will update his files to digitize the map and we'll reconnect in the coming months.

2. Amendment to Planning Commission bylaws.

Scott Peters mentioned that our bylaws require a 48-hour notice for any special meeting to be called by members. This requirement is not consistent with the Open Meetings Act which currently requires at least an 18-hour notice. After some discussion Scott Peters made a motion to change the Planning Commission bylaws to reflect an 18-hour notice; replacing the 48-hour notice. Kevin Fisher seconded the motion; motion carried 7-0.

PUBLIC COMMENT: Howard Peters asked about document retention and if Matt Minnick knew of any retention requirements. Matt Minnick informed Howard that the State of Michigan has a Document, Technology, Management & Budget department that can assist the Township with this issue. Matt also suggested that the Clerk should also have information regarding document retention.

MEETING DATES: The next Planning Commission meeting will take place on March 25th, 2026 at 7:00pm.

ADJOURNMENT: Scott Peters moved to adjourn at 9:12. Pat Bournes seconded the motion; motion carried 7-0.



Matt Minnick
Secretary
Rome Township Planning Commission

Robert Apoian, MD
Chairman
Rome Township Planning Commission