

February 27, 2018 Planning Commission Minutes

Royalton Township Planning Commission Meeting Minutes

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27 February 2018

Approved

7:01 p.m., 27 February 2018, Chair Leslie Orvis called the Royalton Township regular planning commission meeting to order, with Members Jeff Schlaeger, Priscilla Schneider, Duane Swanson, and Gary Valvoda present.

Member Valvoda moved, Member Schneider seconded, to approve the agenda as presented. Motion carried unanimously.

Member Valvoda read the minutes of the commission meeting of 30 January 2018. Member Schlaeger moved, Member Schneider seconded, to approve the minutes as read. Motion carried unanimously.

Member Schlaeger moved, Member Schneider seconded, to approve the minutes of the working planning commission meeting of 13 February 2018 as distributed. Motion carried unanimously.

Old Business:

Chair Orvis noted that the Eagle Lane turnaround issue is now in the hands of the board.

Members reviewed the draft of the "junk" letter to be sent to property owners. Member Swanson moved, Member Schlaeger seconded, to forward it to the board for amendment or approval.

Members reviewed the draft of the initial letter to property owners whose septic systems were deemed non-compliant due to imminent health threat. After deciding to omit the list of potential licensed system designers and installers and to include that questions should be directed to Amy Thompson, the township's sewer inspector, Member Valvoda moved, Member Schneider

seconded, to forward this draft to the board for amendment or approval. Member Swanson then explained that he had drafted five additional letters based on the discussion at the working meeting. These included a second notice in case of imminent health threat, first and second notices when a point of sale inspection had not been filed, and first and second notices of failure to protect groundwater. After discussion, it was recommended that these letters do not include a list of potential licensed sewer designers/installers. Questions regarding system permits should be directed to Amy Thompson, the township's septic inspector. Questions regarding other zoning and permitting issues should be directed to Zoning Administrator John Kemen. The drafts will be revised for consideration at the next working commission meeting.

New Business:

Members Orvis and Valvoda, Supervisor Wayne Olson, and Zoning Administrator John Kemen had attended a county meeting about the updated county sewer ordinance. This update requires that before a permit can be issued to increase the number of bedrooms in a structure that a septic analysis be received and filed ensuring that the system can handle the increased load. The township must include this update in its ordinance. Chair Orvis noted that Royalton is well positioned going forward and that other townships have much more work to do.

Chair Orvis set a working commission meeting for 6:30 p.m., Tuesday, 20 March 2018.

At 7:28 p.m., Member Valvoda moved, Member Swanson seconded, to adjourn. Motion carried unanimously.

Respectfully submitted:

Duane P. Swanson, Clerk/Member

Leslie Orvis, Chair/Member

Gary Valvoda, Member

Jeff Schlaeger, Member

Priscilla Schneider, Member