

**ROME TOWNSHIP  
PLANNING COMMISSION MEETING MINUTES**

**March 26<sup>th</sup>, 2013**  
Rome Township Hall

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

**ROLL CALL:** Mike Griffith, Matt Minnick, Matthew Zellen, Amy DeLine, Jeff Elwell, and Betty Jo Halliwill were all present. Kevin Fisher was absent

**OTHERS PRESENT:** R. Yeider, H. Warrick, W. Boggs, B. Shepherd, K. Irwin, P. Bournes

**APPROVAL OF MINUTES:** Betty Jo Halliwill made a motion to approve the January 22<sup>nd</sup>, 2013 meeting minutes; Motion seconded by Matthew Zellen, motion carried 6-0.

**ADDITIONS TO AGENDA:** None

**APPROVAL OF AGENDA:** Jeff Elwell made a motion to approve the agenda for March 26<sup>th</sup>, 2013 meeting agenda, motion seconded by Matthew Zellen, motion carried 6-0.

**PUBLIC COMMENT:** No Public Comment

**TOWNSHIP BOARD REPRESENTATIVE REPORT:** Betty Jo Halliwell informed the Planning Commission that the pay raises have been approved (Chairperson/Secretary \$65.00 remaining members \$40.00 per meeting).

**ZONING BOARD OF APPEALS REPRESENTATIVES REPORT:** No Meeting

**ZONING ADMINISTRATORS REPORT:** 1 Call

**PLANNING COMMISSION CHAIR REPORT:** Nothing to Report

## ORDER OF BUSINESS

- 1. Election of Officers:** Mike Griffith made a motion to elect Amy DeLine be Secretary for the Planning Commission with the condition that the Township Purchase her a laptop computer for conducting business. Betty Jo Halliwell seconded.  
Roll Call Vote: BJH (YES), MM (YES), ADL (YES), MZ (YES) JE (YES), MG (YES).  
Motion carried 6-0.  
Betty Jo Halliwell made a motion to elect Matthew Zellen as Chairperson. Jeff Elwell seconded.  
Roll Call Vote: BJH (YES), MM (YES), ADL (YES), MZ (YES) JE (YES), MG (YES).  
Motion carried 6-0.  
Matt Minnick made a motion to elect Mike Griffith Vice-Chairperson. Amy DeLine seconded.  
Roll Call Vote: BJH (YES), MM (YES), ADL (YES), MZ (YES) JE (YES), MG (YES).  
Motion carried 6-0.
- 2. Planning Commission Procedures (Dual Meeting with Rome Township Board):**  
The intention of this agenda item to conduct a dual meeting with the Rome Township Board, however it was determined that the proper notice was not given thus the meeting was cancelled. However, W. Boggs (Rome Township Clerk) and H. Warrick (Rome Township Trustee) were present, however the Supervisor did not attend this meeting and the aforementioned attendees were not aware of his thoughts/ or issues.
- 3. Special Use Permits ((Home Occupation/ Cottage Industries) Dual Meeting with Rome Township Board).**  
Amy DeLine had done some research regarding other Townships and how they handle Landscape uses and York Township had made an amendment that a Landscape Business be a permitted use in some districts. The Planning Commission had a lengthy discussion regarding Special Use Permits as a whole. Matt Minnick felt that a main issue is that enforcement is not truly taking place. H. Warrick felt that the Township was getting into people's business and we should not be. Matt Minnick also agreed with R. Yeider that the Zoning Enforcement Officer should not be from Rome Township. After continuing discussion Matthew Zellen made a motion that Rome Township have a fee amnesty for all special use permits prior to June 30<sup>th</sup>, 2013 or such date as deemed appropriate by the Township Board. Matt Minnick seconded, motion carried 6-0.

**MEETING DATES:** The next Planning Commission Meeting will take place May 28<sup>th</sup>, 2013 at 7:00pm.

**PUBLIC COMMENT:** None

**ADJOURNMENT:** Matthew Zellen moved to adjourn at 8:38pm. Seconded by Jeff Elwell, motion carried 6-0.

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Matt Minnick  
Secretary  
Rome Township Planning Commission

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Mike Griffith  
Chairman  
Rome Township Planning Commission