

**PLANNING COMMISSION  
REGULAR MEETING**

**April 11, 2022**

**4884 W. Curtis St.**

**MEMBERS PRESENT:**

Kathy Noel  
Arthur Brood  
Carolyn Hall  
Nate Beery  
Judy Wright  
Barbara Hampton  
John Kane

**MEMBERS ABSENT:**

Also present: Katie Murray, Sarah Schmalz, Herman Calkins, Joe Micolo

Chairman Brood called the meeting to order at 6:30 PM.

**MOTION #1:** by John Kane to approve the agenda. Seconded by Judy Wright. Motion carried.

**MOTION #2:** by Kathy Noel, second by Carolyn Hall, to accept minutes of March 14<sup>th</sup>, 2022.  
Motion carried.

**PUBLIC COMMENT:**

**NEW BUSINESS:**

**Sarah Schmalz:** As public notice was not posted in time for a public hearing, this meeting cannot double as a public hearing in order to approve the special use permit. It is agreed by the board that if this delay causes Sarah to need to pay any kind of reapplication fee for certification and licensure, the planning committee should cover that cost as the error was on their end. Arthur Brood and the other members of the planning commission apologized repeatedly for this delay and the difficulties it could cause for Sarah.

Based on the ordinance's notice requirements, it should be possible to hold a special meeting on April 20<sup>th</sup> exclusively to address the topic of Sarah's business. With the assumption that notice will be sent out on Tuesday the 12<sup>th</sup> with notice also being sent to the local paper at that time, a special meeting is scheduled for 6:30 PM on April 20<sup>th</sup>, 2022.

**OLD BUSINESS:**

**Ticket Book:** Joe Micolo made a brief appearance to give a note on the proposed ticket design, which is that he would like the 'name' field to be formatted differently. With the addition of the back of the ticket book, the design seems ready to finalize.

**MOTION #3:** by John Kane, second by Barbara Hampton, to accept the design of the ticket book with the modification to the 'name' field proposed by Joe Micolo. Motion carried.

**Temporary Worker Housing:** Kathy Noel brought in a site plan and project narrative provided by Southeastern Disaster. Kathy confirms that the land has not been properly surveyed for value and taxation, and that the proposed lease would have them paying \$6,500 per month plus utilities.

John Kane proposes that this development should make additional payments for police support. While they propose a curfew for workers residing in the development, there is no clear guidance on who will be enforcing. Furthermore, an increase in population of this size suggests the need for additional officers, which will need to be budgeted for. The company has stated that they plan to have their own security, however, there is nothing in the documentation given regarding security.

The lease ought to be able to include provisions for security, restoration, and acceptable uses. The documentation suggests that an LLC has been formed under the name of Kinross Lodge, LLC—this may be a subsidiary through which they are planning to do business here, though it also looks like the desired name for the completed development. The specifics of this are also unclear.

It is suggested that there could be a bond of some kind in order to minimize potential losses and liabilities on the township's end, so as to avoid being left to clean up any messes left behind if the developer decides to cut losses.

Much of the submitted narrative implies that the planning commission has approved their development, which it has not. The commission determined that criteria had been provisionally met, but final approval has not been given. This will need to be clarified to ensure no miscommunications.

Herman Calkins raised the issue of the developer being relatively unknown to the township. There was not much background information available about the company, its leadership, or its reputation. Other commission members agree that this lack of information makes them hesitant to approve anything.

Arthur Brood and Barbara Hampton both recommend inviting a representative to the next meeting on May 9<sup>th</sup>. It is agreed that further discussion of this development will be on the agenda for May 9<sup>th</sup>, and an invitation will be extended to have a representative appear in order to answer questions.

Herman Calkins also expressed reservations about the various numbers being provided by the developer. Kathy Noel pointed out that their current design suggests over 700 workers will be living in this development, but there will only be 500 parking spaces. In order to adhere to the ordinance that applies to hotels, which it was determined this could be approved under, there would need to be one parking space per sleeping room and one for every two employees. There is also some mixed messages about whether there will be individual kitchens or catered meals for workers.

Kathy Noel has previously met with Greg Wright and Rick Bernhardt regarding their utility hookups. Individual hookups will be their own responsibility, but it should be feasible to add them to the existing lines. They have suggested that there will not be a sprinkler system in this development, but commissioners doubt that such a development would meet code without sprinklers.

Meeting adjourned at 7:30 PM.

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John Kane, Secretary

Minutes taken and typed by Katie Murray