

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES SPECIAL

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held _____ Tuesday, March 11, _____ 20____ 25____

The meeting was called to order at 5:30 pm by Chair James McCaskey, with Trustees Nate McDonald and Andy Bushman and Fiscal Officer Todd Ray present. Mr. McCaskey led the Pledge of Allegiance.

Chair McCaskey noted that the purpose for the Special meeting was to allow the Trustees to discuss preliminary plans for the process to update the Munson Township Land Use Plan. Trustee Nate McDonald offered a brief outline to help guide the discussion.

The Trustees discussed a tentative timeframe for the process. They acknowledged that the announcement of the Land Use Plan update was published in the Spring newsletter that had been recently sent to all Munson households, and included an invitation to residents who wished to volunteer to participate on a committee. The Township office has already been receiving letters of interest. The Trustees determined that they would accept applicants until April 30, and would begin scheduling interviews in early May. They agreed to have the committee membership set by June.

The Trustees decided that the committee would have 12 to 15 members, including up to three Zoning Commission members, one Trustee, the Zoning Inspector, and at least one representative from the Munson Fire Department. The additional members would be residents representing various interest groups in the township, including agricultural, historical, commercial and business, real estate, legal, and residential interests. They discussed the nature of the commitment and expectations for committee members, as follows: committee meetings will be approximately once per month, beginning in June 2025; committee members should be able to commit to attending most of the meetings (75% was mentioned); committee members may be asked to do some work outside of meetings and the committee might also wish to form sub-committees to do specific aspects of the work.

The Trustees agreed that a new, current survey of residents’ land use preferences and concerns should inform the new land use plan. A survey would be the first task of the newly formed committee, and it should be available near the end of July, to be available to present to residents attending the Community Day Picnic on August 2nd.

Discussion explored the use of a professional planning consultant to assist the committee with the plan. There was no agreement on the scope of involvement of a consultant, but consensus that the professional involvement would likely be necessary. A couple of planning consultants were mentioned. The Trustees agreed they would identify three consultants to interview and then determine the extent of involvement.

The Trustees felt that a reasonable goal would have the update completed in a 12 to 18 month time period, but would not like to see it extend beyond 24 months.

Motion to Adjourn

Nate McDonald moved to adjourn the meeting at 6:20pm. Andy Bushman seconded; motion carried with a unanimous vote.

 Chairman  Fiscal Officer