

EGELSTON TOWNSHIP  
PLANNING COMMISSION MEETING  
November 18, 2025

**1. Call to Order**

Call to order by Chair Creighton at 7:07 pm. Vice Chair Stevenson and Commissioner Spencer were also in attendance. Secretary Kieft, and Commissioner Villaponda were absent.

- a. The Pledge of Allegiance was recited
- b. Chair Creighton motioned to appoint Commissioner Spencer to take notes seconded by Commissioner Spencer. Passed 3-0.

**2. Review / Approval of Agenda**

Commissioner Spencer motioned, seconded by Vice Chair Stevenson to approve the meeting agenda. Passed 3-0.

**3. Public Hearing**

- a. Special use for site plan for Arrowwaste at 770 S. Maple Island or parcel 61-11-023-300-0003-00.
  - i. Problems that need to be addressed prior to issuing the permit:
    1. Location of sewer and well
    2. Location/proposed signs and exterior lighting
- b. For public input for the proposed updated Master Plan and Parks & Rec Plan.
  - i. Former planning commissioner Dave Covell commented that: The Parks and Rec Plan and the Master Plan do not need to be approved together by the Township Board and holding up the approval of the P&R plan would hinder the ability to apply for and receive grants; It is imperative that our Master Plan reflect our township professionally, and it currently does not because there are a number of factual errors, typos, and grammar errors that would negatively impact our Master Plan's integrity and our reputation as a township. Covell also asked that his name be removed from the P&R Plan as he is no longer on the Planning Commission. Administrator Ream agreed to make that edit.

**4. Discussion**

- a. Arrowwaste: Size of underground gasoline storage tank, number of trucks, and phases of construction.

- b. P&R Plan and Master Plan: There was a question on why the P&R Plan was sent back to the Commission. Was it because of an expectation to pass it together with the Master plan? Or was it because the P&R Plan needed to have a public hearing first? Commissioner Spencer stated that it needed a hearing, but could not remember the discussion about needing to pass them together, so that was unclear. Consensus was built on sending just P&R back to the Egelston Township Board for individual approval. Commissioner Spencer recommended working on the Master Plan in sections with regular public hearings focused each on the respective section. Vice Chair Stevenson concurred. Commissioner Spencer offered to find three prospective services to present their Master Plan services to the commission so we could determine what options were available to us, Chair Creighton agreed.

**5. Closed Public Hearing:** 7:25 pm

**6. Public Comments:** No Comments.

**7. Review / Approval of Minutes - October 7, 2025**

Commissioner Spencer motioned, seconded by Vice Chair Stevenson, to approve Planning Commission Minutes from October 7, 2025. Passed 3-0

**8. Reports to the Board:** None

**9. Reports from the Board:** None other than the board minutes (November, 3, 2025).

Vice Chair Stevenson motioned, seconded by Commissioner Spencer, to approve November 3, 2025 Township Board minutes as the Township's report to the Planning Commission. Passed 3-0.

**10. Reports from Zoning Administrator**

New projects: There is a battery plant project in the works West of Sun Chemical, but it is not ready yet.

Commissioner Spencer motioned, seconded by Vice Chair Stevenson to approve the Zoning Administrator's report. Passed 3-0.

**11. New Business:**

- a. **Special use for a site plan for Arrowwaste at 770 S Maple Island Rd or parcel 61-11-023-300-0003-00.** Commissioner Spencer motioned, seconded by Vice Chair Stevenson, to approve the special use for site plan pending the Administrator's approval of the above stated problems that need to be addressed prior to issuing the permit. Passed 3-0.
- b. **Temporary signage:** Discussion produced consensus to leave the ordinance as is.

c. **Proposed updated Master Plan and Parks and Rec Plan**

Commissioner Spencer motioned, seconded by Vice Chair Stevenson, to approve P&R Plan and send it back to the board for final approval. Passed 3-0. There was no motion to approve the Master Plan as it is in the revision stage.

d. **2026 Planning Commission Dates:** Vice Chair Stevenson motioned, seconded by Commissioner Spencer, to schedule the following dates, adding additional dates to the proposed schedule to expedite the Master Plan revision process:

All meetings are at 7:00 P.M. at the Township Hall

January 6th, 20th

February 3rd, 17th

March 3rd, \*\*24th

April 7th, 21st

\*May 12th

June 2nd

July 7th

\*August 11th

September 1st

October 6th

\*November 10th

December 1st

\*Date is different due to elections

\*\*Date is different due to holiday

Passed 3-0

**12. Old Business:** None

**13. Public Comments:** Dave Covell reminded to have his name taken off of the other Parks & Rec Plan.

**14. Board Comments:**

Commissioner Spencer asked about the process for submitting an RFP for Master plan consulting, and requesting an increase in budget if needed. The commission was unclear on that as we are a new board, so we'll need clarity on that soon.

**15. Next Meeting December 22, 2025**

**16. Adjourn**

Motion to Adjourn by Commissioner Spencer, Seconded by Vice Chair Stevenson. The meeting adjourned at 7:55 pm.