

**Highland Township Planning Commission
Record of the 1431st Meeting
Highland Township Auditorium
June 19, 2025**

Roll Call:

Kevin Curtis, Chairman
Grant Charlick
Chris Heyn
Mike O'Leary
Roscoe Smith
Scott Temple
Russ Tierney (absent)
Guy York (absent)
Michael Zeolla

Also Present:

Kariline Littlebear, Zoning Administrator

Visitors: 2

Chairman Curtis called the meeting to order at 7:30 p.m.

Agenda Item #1: Call to the Public: Opportunity for anyone to bring forward issues of interest or concern for Planning Commission consideration. Each participant limited to 3 minutes.

There was no public comment.

Public Hearing:

Agenda Item #2:

Parcel # 11-16-100-011
Zoning: ARR, Agricultural and Rural Residential Zoning District
Address: 2601 Westwind
File#: RZ25-01 PH
Request: Request for Rezoning to R-3, Single-Family Residential, 3-acre Zoning District
Applicant: Vince Pipitone
Owner: Lisa Nonamaker

Mr. Curtis introduced the request for rezoning for the 10.16 acre parcel at 2601 Westwind, parcel 11-16-100-011. The request is to rezone from ARR, Agriculture-Rural Residential to R-3, Single Family Residential, 3-acre minimum Zoning District. Mr. Vince Pipitone was present to answer questions and identified himself as the new owner of the property under review.

Mr. Pipitone hopes to rezone the property in order to build 2 new homes. It seems consistent to him in relationship to other parcels located on the east side of Westwind.

Mr. O’Leary asked if Mr. Pipitone knew how he intended to split the property. Mr. Pipitone explained there would be two new 3-acre parcels and the remainder of the parcel would remain with the existing homesite.

Mr. Charlick asked if Mr. Pipitone currently lived in the house. Mr. Pipitone explained the former owner is still occupying the house. The closing was only a few days before the meeting. Mr. Charlick asked if there was a private road maintenance agreement. Ms. Littlebear explained that the agreement was included in the packet and any new property owners would be subject to the agreement.

Mr. Charlick asked if the new lots would be sold vacant or if Mr. Pipitone intended to build homes there. He also asked about the soils on the parcel and whether they would support septic systems. Mr. Pipitone replied that the soils on the existing homesite are sandy and that he does not foresee any issues with septic permits or foundations. Mr. Pipitone explained that he is not aware of any water table issues or wetlands.

Mr. Charlick noted that there are similar divisions to the northeast of the property. He was uncertain why the Master Plan map has a small “L” shaped area of large lots among small and medium lot parcels, but thought that dividing this parcel into three homesites would not impact the character of the area.

Mr. Pipitone explained that he had discussed the road maintenance agreement with the association treasurer who reported that the road is well maintained and that all parties have willingly paid their assessments.

Mr. Charlick asked if the notices had been mailed and advertised. Ms. Littlebear noted that only one property owner had inquired, who asked a lot of questions about the process and the Master Plan but seemed satisfied. No one submitted any written comments.

Mr. Zeolla asked about the mapping in this area on the Master Plan, which shows a mixture of designations ranging from small to large lots. Ms. Littlebear reported that she had discussed the map with Ms. Corwin, the Planning Director. Ms. Corwin’s impression is that the area was not studied during the Master Plan, and the mapping designations are the result of some defaults from the lot sizes and from the former Master Plan. Ms. Corwin thought there was no serious intent to preserve any specific lot size here, as long as the development was in character with the existing patterns of development.

Mr. Charlick noted that there are many other areas in the township where existing lot sizes are smaller than the Master Plan designation.

Mr. Heyn noted that there are other parcels on the east side of the street that are already 3-acre lots. Although he in general does not like to break up the Agricultural and Rural Residential lots, he can accept 3-acre lots. He would be opposed to 1.5 acre lots.

Mr. Charlick moved to recommend approval of the rezoning request for parcel 11-16-100-011, 2601 Westwind from ARR, Agricultural and Rural Residential to R-3, Single-Family Residential Zoning District to the Board of Trustees based on the facts and findings stated tonight. Mr. O’Leary supported the motion.

Roll Call vote: Charlick-yes; O’Leary-yes; Temple-yes; Zeolla-no; Curtis-yes; Heyn-yes; Smith -yes. Motion carries (6 yes votes, 1 no votes.)

Agenda Item #3: Committee Updates

- Zoning Board of Appeals:
- Township Board:
- Highland Downtown Development Authority:
- Planning Director’s Update

Committee liaisons reported on the activities of their respective organizations.

Agenda Item #4: Minutes: June 5, 2025

Mr. Charlick offered a motion to approve the minutes of the June 5, 2025, Planning Commission meeting as presented. Mr. Curtis supported the motion which was approved by voice vote (all ayes, no nays)

Adjournment:

Mr. Zeolla moved to adjourn the meeting at 8:08 p.m. Mr. O'Leary supported the motion, which was unanimously approved by voice vote. (all ayes, no nays)

Respectfully submitted,

A. Roscoe Smith, Secretary
ARS/ejc