

CASCO TOWNSHIP PLANNING COMMISSION  
REGULAR MEETING  
JANUARY 20, 2026

Present: Members - John Sarcone, Gina Kaszynski, Bill Johnstone, James Edwards.

Absent: Dan Hill and Sue Coppens.

Also Present: Brenda Loper, Daniel Ponzio, Jerry Simons, Supervisor Joe Stevens, Planner Karen LaVere.

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Chairman Sarcone.

THE PLEDGE TO THE FLAG

The Pledge to flag was recited.

2. CONSENT AGENDA

Request to add to New Business Dan Ponzio and his site plan review. A motion was made to approve the addition to the Agenda under New Business, approve the Agenda has amended, and approve the Minutes of December 16, 2025 by Member Kaszynski, supported by Member Edwards.

Ayes: Members – Kaszynski, Sarcone, Johnstone, Edwards.

Nays: None.

Abstained: None.

The motion carried.

3. CITIZEN COMMENTS – None.

4. COMMUNICATIONS – None.

A letter was sent to Ponzio Construction regarding an extension being granted. Planner LaVere stated due to the nature of proposed changes there is no procedure to review it other than reviewing it as a new site plan.

5. UNFINISHED BUSINESS

1. Section 84- Home Occupation Regulations

Schedule Public Hearing – Review

Planner LaVere stated there are five amendments proposed. The Home Occupation amendment is to provide two tiers based on intensity of home occupation.

2. Section 66 – Off Street Parking Requirements

Schedule Public Hearing - Review

Planner LaVere stated Section 66, off street parking requirements were modified to coordinate with the home occupation regulations.

3. Section 65 – Accessory Buildings – “J”/Shipping Containers

Schedule Public Hearing – Review

Planner LaVere stated Section 65 added provisions to allow shipping containers under certain circumstances.

4. Section 38 – Uses Permitted on Special Approval

Schedule Public Hearing – Review

Planner LaVere stated Section 38 is for self-storage structures with proposed language allowing someone to have an automated system in lieu of having someone on staff during business hours on site.

5. Section 75 – Site Plan Review

Schedule Public Hearing – Review

Planner LaVere stated Section 75 proposes to update the number of plans that the township will keep on record and amended language about having planners' stamps which do not exist.

Planner LaVere will send clean versions of these Sections so anyone can come to the office and review them. Planner LaVere will take care of the publication of the Public Hearing which is set for February 17, 2026.

6. NEW BUSINESS

1. Election of Planning Commission Officers

A motion was made to table the election of officers until the February 17, 2026 meeting due to the absence of Members Hill and Coppens by Member Johnstone, supported by Member Kaszynski.

Ayes: Members – Kaszynski, Sarcone, Johnstone, Edwards.

Nays: None.

Abstained: None.

The motion carried.

2. Set Meeting Dates, Times and Location for 2026

A motion was made to set the future Planning Commission meeting dates as follows: January 20, 2026, February 17, 2026, March 17, 2026, April 21, 2026, May 19, 2026, June 16, 2026, July 21, 2026, August 18, 2026, September 15, 2026, October 20, 2026, November 17, 2026, December 15, 2026 and January 19, 2027, the third Tuesday of each month at 7:00 p.m. at the Casco Township Hall, 4512 Meldrum Road by Member Edwards, supported by Member Johnstone.

Ayes: Members – Kaszynski, Sarcone, Johnstone, Edwards.

Nays: None.

Abstained: None.

The motion carried.

3. NEW BUSINESS

1. Ponzio Construction, LLC

Planner LaVere stated she reviewed Section 75, specifically five and six which talks about minor amendments to a site plan and what qualifies. Planner LaVere stated she cannot see how it can be reviewed any other way other than a new site plan review. Mr. Ponzio has decided to modify his plans due to the cost of construction of the three proposed buildings.

Mr. Ponzio plans to have the smaller buildings on the same footprint as the previously proposed three buildings.  
Chairperson Sarcone suggested this may be another ordinance that should be reviewed to streamline the process, as well as the timelines associated with that process.

Brenda Loper emailed Mr. Ponzio a special land use application today which can be reviewed and set before the Planning Commission at the March meeting as long as everything required is submitted by February 17. After the Planning Commission reviews this, it can be set for a Public Hearing.

7. REPORT FROM COMMITTEES

Member Kaszynski went to the Road Commission meeting recently and reported the rest of St. Clair Highway will be finished in 2026, as well as a roundabout at the intersections of Wadhams and St. Clair Highway and at Shea and Starville.

Member Edwards stated the Zoning Board of Appeals elections were held.

8. PLANNER UPDATE

Planner LaVere submitted a 2025 planning report and it is comparable with other similar communities. There is no update on solar farms.

9. CITIZEN COMMENTS

Supervisor Stevens received an inquiry about willingness of the township to rezone a portion of the township for a data center and they were told no, that it would be opposed.

Supervisor Stevens stated the timeline for site plan reviews was established less than four years ago to give the professionals time to do their jobs, which is to protect the township and having those procedures and timelines in place allows that to happen.

Supervisor Stevens was doing some research on another matter but found information from June 17, 1997 about why Casco Township has so many long, narrow lots, which was in order to preserve farmland and the character of the township.

10. COMMISSION COMMENTS – None

11. ADJOURNMENT

A motion was made to adjourn at 7:59 p.m. by Member Kaszynski, supported by Member Edwards.

Ayes: Members – Kaszynski, Johnstone, Sarcone, Edwards.

Nays: None.

Abstained: None.

The motion carried.

The next Planning Commission meeting will be held on Tuesday, February 17, 2026 at 7:00 p.m. at Casco Township Hall.

Sue Coppens, Secretary



Christine Ruemenapp, Recording Secretary

