



# Milton Township

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## Planning Commission Members

Kara Boyles, Jeremy Clanton, Scott Kretchman, Karen Shirk, and Kelly Sweeney

## Minutes for Milton Township Planning Commission Meeting Milton Township Hall 32097 Bertrand St., Niles, MI January 14, 2015 7:00 P.M.

### Call to Order/Pledge of Allegiance:

- Meeting was called to order at 7:00 PM.
- Pledge of Allegiance was recited.
- All were present with the exception of Richard Hebard and Geoff Klopenstine.

### Anyone Wishing to Speak to the Planning Commission: (3 min/person)

- None

### Approval of the Agenda:

Motion: Jeremy made a motion to approve the agenda as presented.

Seconded: Scott

**Motion passed.**

### Approval of the Previous Minutes

Motion: Kara made a motion to approve the meeting minutes from December 1, 2015.

Seconded: Kelly

**Motion passed.**

The January 4 meeting was canceled due to lack of quorum.

### Community Reports

1. Zoning Administrator – no report.
2. Township Board Representative – no report.
3. Zoning Board of Appeals Representative – no report.

### New Business

1. Elections of Officers:

Motion: Jeremy made a motion to elect Scott as the Chairman.  
Seconded: Kelly

Roll call was taken:

Jeremy - yes

Kelly - yes

Scott - yes

Karen - yes

Kara - yes

**Motion passed.**

Motion: Kelly made a motion to elect Karen as the Vice Chairman.

Seconded: Jeremy

Roll call was taken:

Jeremy - yes

Kelly - yes

Scott - yes

Karen - yes

Kara - yes

**Motion passed.**

Motion: Kelly made a motion to elect Kara as the Secretary.

Seconded: Scott

Roll call was taken:

Jeremy - yes

Kelly - yes

Scott - yes

Karen - yes

Kara - yes

**Motion passed.**

Kelly indicated that Geoff Klopenstine has resigned from the Planning Commission.

2. Road Condition Report

Motion: Kelly made a motion to present the 2016-2018 Proposed Project List as presented by Cass County Engineering with further discussion to be centered on Frantz Drive, Rocking Horse Lane, and Kestrel Hills.

Seconded: Scott

**Motion passed.**

### 3. 2016-2017 Budget

Motion: Karen made a motion to submit the PC budget as discussed to the BOT.

Seconded: Kelly

**Motion passed.**

### **Old Business**

#### 1. Update on status of draft Zoning Ordinance

The subcommittee has been working to complete a new draft of the ZO that will be presented to the PC prior to the February meeting. The February meeting will be focused on finishing up with a final discussion so that a public hearing can be scheduled for March.

#### 2. Follow up on Zoning Ordinance amendment procedure

Based on a discussion with the Planner of Record, the new Zoning Ordinance will identify the procedure for updating the Zoning Ordinance, and hold the Zoning Administrator responsible for the procedure.

### **Board Member Comments:**

- Karen acknowledged Geoff Klopentine for his service to the Planning Commission. The PC wishes his wife and family the best.

### **Adjournment:**

Motion: Kelly made a motion to adjourn the meeting.

Seconded: Scott

**Motion passed.**

Meeting was adjourned at 8:07 PM.

Minutes respectfully submitted by Kara Boyles.