

Milton Township
Planning Commission
Unapproved Regular Meeting Minutes
November 5, 2025
7023 Cherry Ave., Kewadin, MI 49648

1. Call to Order: Chairman Hefferan, Renis, Standerfer, Ford, Warner, and Merillat.

Members absent: Peters, excused.

Also present: Jenn Cram from Beckett & Raeder and three audience members.

Hefferan called the meeting to order at 7:00pm.

2. Public Comment:

Tony Martina: Regarding the September public hearing, he asked what the standard for scheduling a hearing is? It was a waste of time. There has been a pattern of incorrect information from the zoning department. Martina asked that Kopriva address this.

3. Approval of Agenda: **Motion** to approve the agenda by Ford. Seconded by Renis. **Motion carried.**

4. Approval of Minutes: Special Meeting September 17, 2025. **Motion** to approve the minutes as presented by Renis. Seconded by Warner. **Motion carried.**

5. Correspondence: None received.

6. Old Business:

A) Public Hearing ZO 2025 02 paid Taxes Prior to Permits Amendment.

Hefferan reviewed the process for a public hearing and he gave the history on this amendment. It is that if property taxes are unpaid, they must be up to date prior to the township taking action on a request. Ford asked if he had a bill, but it was not due until February, can he go ahead? Hefferan said that's correct if it is current and up to date and not in arrears.

Conflict of interest: None.

Advertised: October 16, 2025 in the Elk Rapids News.

No applicant as this was brought by the township board.

Cram said this is straightforward. The treasurer has reviewed the language.

Questions from the public: None.

Correspondence: None.

Those speaking in favor or opposition: None.

Public hearing closed. Deliberations began.

Merillat asked about a sentence that seemed to be missing a word. Jenn will make this correction.

Renis said this has gone through Liz to clarify what taxes we are talking about. The language was seen and approved by the township board a few months ago

Motion to recommend approval of Z0-2025-02 by Renis. Seconded by Ford. No discussion.

Roll call vote: Merillat: Yes | Warner: Yes | Ford: Yes | Hefferan: Yes | Standerfer: Yes | Renis: Yes

Motion carried.

7. New Business:

A) Definition Amendment, Section.

The township board updated the rental ordinance. In the review of the zoning ordinance, there are some updates to the zoning ordinance that are needed. The Zoning Ordinance does not currently contain a definition of vacation rentals, and it does not reference the licensing ordinance. Adding these to the ordinance is a best practice to ensure that the proper ordinances get referenced and that the definitions stay the same. Sections 117.317 should be amended as well as Section 117.222. Hefferan asked for clarifications regarding what was changed. Cram said she can bring back a red lined copy and she discussed the changes verbally. There are some misnumbers and confusion. Ford asked regarding the word "signs". Cram said this is included in the original. Merillat said he does not have a copy of the new vacation rental ordinance. Cram said this was not included in the packet but it can be included later. There was no motion to schedule the public hearing. This will be on the agenda for next month.

8. Reports:

A) Zoning Administration Office Report: Jackie printed the report for your review. They are continuing to work with Dowker to have a complete application for SUP.

B) Township Board Report: Renis said the vacation rental ordinance was amended. We are going to do a trial year and see if we will continue with vacation rentals or not.

C) ZBA Report: Hefferan: No meeting.

D) Planning Commission Updates: Hefferan said in January, we will need a new chairperson. He can no longer be the commission chair in the new year.

9. Future Meeting Considerations: December 3, 2025. There will be a rezoning request in December.

10. Adjourn: Meeting adjourned by order of the chair at 7:20 pm.

Respectfully submitted,

Joseph Merillat