

Milton Township
Planning Commission
Regular Meeting
December 3, 2025
7:00 PM

7023 Cherry Ave. / Kewadin, MI

1. Call meeting to order. Note members, present, absent, or excused.
2. Public Comment
3. Approval of Agenda
4. Approval of Minutes - November 5, 2025
5. Correspondence
6. Old Business
 - a) Zoning Ordinance Amendment – Section 117.317 & 117.222 RE Vacation Rentals
7. New Business
 - a) PUBLIC HEARING-ZOA 2025-05 Wells Rezoning from A to AR
 - b) Planning Commission 2026 Meeting Schedule
8. Reports
 - a) Zoning Administration Office Report
 - b) Township Board Report – Renis
 - c) Zoning Board of Appeals – Hefferan
 - d) Planning Commission Updates – All
9. Future Meeting Considerations – January 7, 2026
10. Adjourn

Active Subcommittees (created date)

Milton Township
Planning Commission
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 ZO-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

Date: 11.26.2025
From: Sara Kopriva, AICP
To: Milton Township Planning Commission
Project: ZO 2025-06 Definitions and Dwelling Rental Zoning Amendment



Recommended Motion: To schedule a public hearing on ZO 2025-06

On October 27, 2025, the Township Board adopted an amended Vacation Rental Ordinance. In our review of the ordinance and zoning ordinance, there are some updates to the Zoning Ordinance that are needed.

The Zoning Ordinance does not currently contain a definition for a vacation rental and it does not reference the licensing ordinance. Adding these to the Zoning Ordinance is best to ensure that the proper ordinances get referenced and that the definitions stay the same.

The planning commission reviewed the proposed amendments at the November 5 meeting and asked that staff email them the final version of the Vacation Rental Ordinance and to provide a redlined version of the existing zoning ordinance for reference. Staff emailed the Vacation Rental Ordinance on November 6. Redlines of the existing zoning ordinance Section 117.317 is included below.

117.317 Dwelling Unit Rentals.

In Milton Township, any dwelling unit may be leased or rented provided:

- A. The zoning district permits single-family dwellings.
- B. All other requirements and standards of this Ordinance including signs are met.
- C. The minimum length of stay is seven thirty (730) days unless permitted as a Vacation Rental.
- D. Availability of a weekly rental unit to the public shall not be advertised on site.
- D. Vacation Rentals are subject to the rules and procedures of the Milton Township Vacation Rental Ordinance.

Beckett & Raeder, Inc.
535 West William
Suite 101
Ann Arbor, MI 48103

734.663.2622 ph
734.663.6759 fx

Petoskey Office
113 Howard Street
Petoskey, MI 49770

231.347.2523 ph
231.347.2524 fx

Traverse City Office
148 East Front Street
Suite 207
Traverse City, MI 49684

231.933.8400 ph
231.944.1709 fx

Grand Rapids Office
100 Cesar E. Chavez Ave
SW Suite 300
Grand Rapids, MI 49503

616.585.1295 ph

Section 117.317 Dwelling Unit Rentals, Proposed Amendment Clean:

In Milton Township, any dwelling unit may be leased or rented provided:

- A. The zoning district permits single-family dwellings.
- B. All other requirements and standards of this Ordinance including signs are met.
- C. The minimum length of stay is thirty (30) days unless permitted as a Vacation Rental.
- (i) initiative** D. Vacation Rentals are subject to the rules and procedures of the Milton Township Vacation Rental Ordinance.

Add the following definition consistent with Section 113.104 Definitions of the Vacation Rental Ordinance:

Section 117.222

Vacation Rental. A property containing a Dwelling Unit that is occupied by any person, other than the primary Owner, for monetary consideration, for a period of less than thirty (30) consecutive calendar days, counting portions of calendar days as full days, regardless of the number of days listed on the lease (i.e. subletting). A Vacation Rental does not include a Bed and Breakfast permitted and operated in accordance with the Milton Township Zoning Ordinance.

Staff will be present during the December 3 meeting to discuss further and answer questions.

Date: 11.25.2025
From: Jenn Cram, AICP
To: Milton Township Planning Commission
Project: Rezoning 05-12-101-020-020, 12164 Miller Road, Rapid City, MI 49676
from A to AR

i
initiative

I. Overview

Rezoning Request:

The applicant has submitted a rezoning request to rezone a 37.71-acre parcel from Agricultural (A) to Agricultural Residential (A-R) in hopes of developing future single family residential homes.

Subject Property Location:

- Aerial Image of Property Location:



- Address: 12164 Miller Road, Rapid City, MI 49676
- Parcel ID Number: 05-12-101-020-00

Beckett & Raeder, Inc.
535 West William
Suite 101
Ann Arbor, MI 48103

734.663.2622 ph
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Petoskey Office
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231.347.2523 ph
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Traverse City Office
148 East Front Street
Suite 207
Traverse City, MI 49684

231.933.8400 ph
231.944.1709 fx

Grand Rapids Office
5211 Cascade Road SE
Suite 300
Grand Rapids, MI 49546

616.585.1295 ph

- **Legal description:** COM AT THE SE COR OF SEC 1; TH S 89 DEG W 418.03 FT ALG S SEC LINE TO THE C/L OF MILLER RD & THE POB; TH CONT S 89 DEG W 901.44 FT; TH N 00 DEG W 1316.62 FT ALG E 1/8 LINE; TH N 89 DEG E 896.12 FT ALG S 1/8 LINE; TH 232.18 FT ALG THE C/L OF CHERRY AVE & A CURVE TO LEFT; CHORD BEARS S 59 DEG E 231.82 FT; TH 233.37 FT ALG A CURVE TO LEFT; RAD=350 FT; CHORD BEARS S 83 DEG E 229.07 FT; TH S 00 DEG E 618.66 FT; TH 510.68 FT ALG THE C/L OF MILLER RD & A CURVE TO RIGHT; RAD=650 FT; CHORD BEARS S 22 DEG W 497.64 FT; TH 252.94 FT ALG A CURVE TO RIGHT; RAD=325 FT; CHORD BEARS S 67 DEG W 246.60 FT TO THE POB; BEING PART OF THE SE 1/4 OF THE SE 1/4 SEC 1 T28N R9W 37.71 A M/L

 **initiative**

Property Owners: Daniel J. and Kellie Wells

II. Application

The application is included in the packet after this memo.

III. Standards for Approval (Zoning Map Amendment)

The Milton Township Zoning Ordinance does not contain specific standards for rezonings. The Township must follow the same process for a Zoning Ordinance Amendment per the Michigan Zoning Enabling Act (MZEA). As such, the planning commission must conduct a public hearing and consider public comments prior to making a recommendation to the board.

In general, the planning commission and board should consider the following when reviewing and approving or denying a rezoning request:

- Is the requested rezoning consistent with the master plan and the future land use map?
- Will the rezoning request allow land uses that are harmonious or compatible with existing land uses (considering all the allowed uses within the requested zoning district)?
- Will the rezoning create non-conforming uses with the zoning ordinance?
- Will the rezoning bring non-conforming uses into compliance with the zoning ordinance?
- Will the rezoning request increase allowed density?

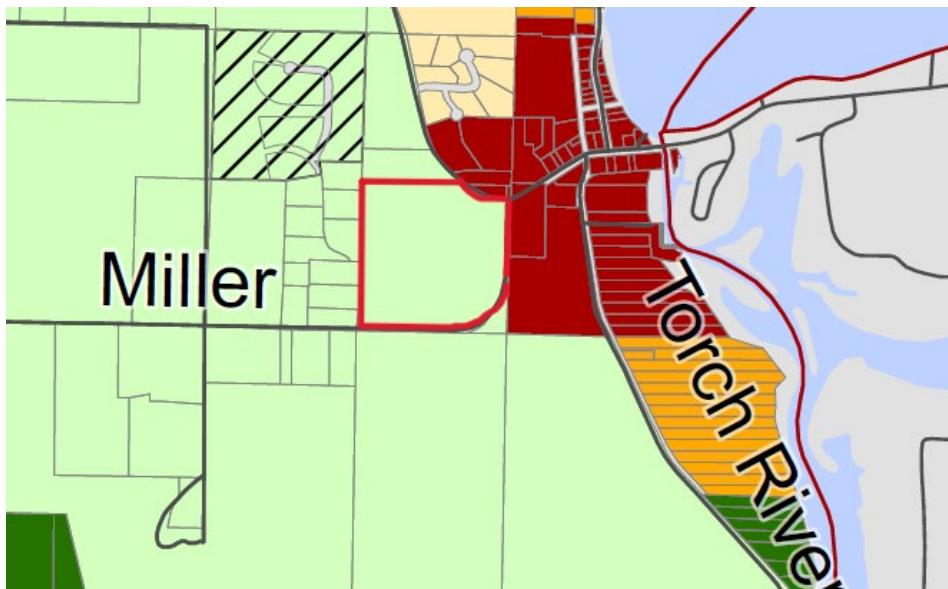
Existing Zoning of Subject Property:

- The subject parcel is zoned Agricultural (A)

Existing Zoning of Surrounding Properties:

- North: Agricultural (A) and Village (V)
- South: Agricultural (A)
- East: Village (V)
- West: Agricultural (A)

 initiative



Screenshot of existing zoning map with subject property

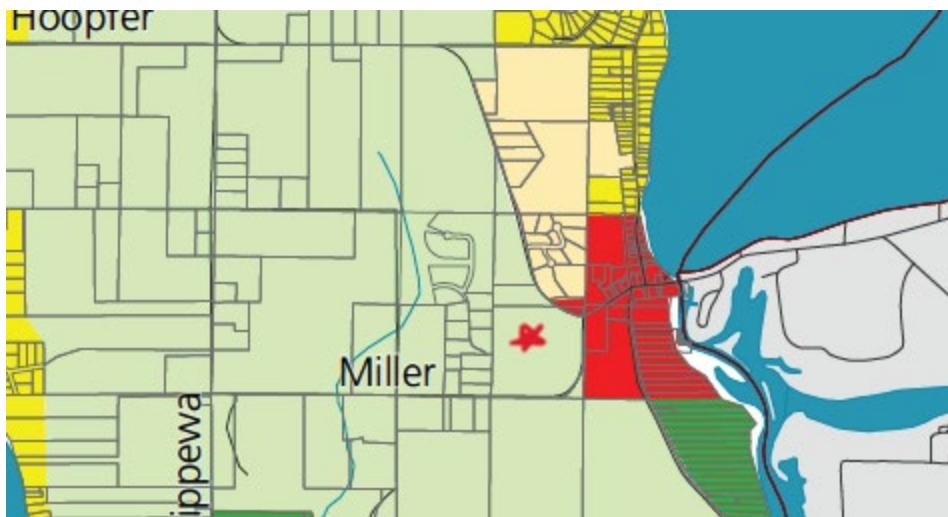
Master Plan and Future Land Use Map:

Goals within the 2025 Master Plan Include:

- Preserve agricultural lands in the Township
- Preserve the Township's natural features, water quality, and shoreline.
- Preserve the traditional rural residential neighborhoods while regulating housing typologies in select areas of the Township to diversify the housing stock and address affordability concerns.
- Improve the existing transportation infrastructure and expand non-motorized transportation opportunities.
- Protect and expand the agricultural economy and continue to support local businesses in the commercial areas of the Township.

 initiative

The master plan further identifies that maintaining the large lot size in the Agricultural zones as a high priority along with directing development away from areas that are not subdivided that do not have access to paved county roads.



The future land use map shows the subject property in light green for Agricultural.

Existing Land Uses of Surrounding Properties:

- **North:** Single Family Residential
- **South:** Open Space/Grand Traverse Regional Land Conservancy
- **East:** Single Family Residential & Vacant
- **West:** Single Family Residential (Torch Oaks Subdivision)

Allowed Land Uses in the A – Agricultural District compared to A-R – Agricultural Residential:

 *initiative*

If the rezoning request is approved the applicant proposes to use the property to develop single-family residential homes. Because rezonings run with the land the planning commission and board should consider all the allowed uses and the intensity of allowed uses in the A-R district and whether they are consistent with existing land uses.

The minimum lot size in the A district is 87,120 sq. ft. or 2 acres. The minimum lot size in the A-R district is 43,560 sq. ft. or 1 acre. Thus, the potential density in A-R district is double that of the A district.

Both the A and A-R districts allow one-family and two-family dwellings by right. Other allowed uses are consistent with a few exceptions.

The A-R district allows the following land uses that are not allowed in the A district:

- Adult Foster Care Small Group Home
- Child Group Day Care Home
- Excavation Contractor
- Golf Course
- Landscaping, Lawn Service Contractor
- Public Assembly – Large
- Schools
- Seasonal Camp/Recreational Enterprise
- Subdivision

The A district allows the following land uses that are not allowed in the AR district:

- Construction or Building Contractor Facility
- Wineries/Cideries with Tasting Room

The A-R district allows for more intense uses than the A district.

IV. Summary

- The requested rezoning from Agricultural (A) to Agricultural Residential (A-R) is inconsistent with the future land use map included in the current master plan.
- The requested rezoning is also inconsistent with goals number one and five.
- Some of the allowed uses within the A-R district are more intense than those allowed in the A district.
- Existing single family residential lots that have been developed around the subject property are larger than 1 acre.

 *initiative*

Staff will be present during the December 3 meeting to answer questions.

The planning commission may make a recommendation to the board after considering public comment.

Milton Township
Planning Commission
7023 Cherry Ave.
Kewadin, MI. 49648

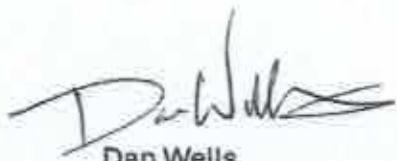
October 7, 2025

Planning Commissioners,

We would like thank you for your attention to this matter. We are property owners at 12164 Miller Road Rapid City. We own 37 acres that is bordered by Cherry Avenue, Miller Road, and Coral Lane. We are asking to change our zoning from Agriculture (AG) to (R1). (A-R)

Our reasons are as follows: 1. This land has not been farmed for many years and we do not have any intention to do so in the future. 2. We are the next piece of land next to the village zoning and an existing PUD on Coral Lane. 3. One day we may want to build homes that would enhance the area for families to enjoy on the flat area at the top of our property. R1 (A-R) would meet our goals and plans for the future of our property.

Sincerely,



Dan Wells



Kellie Wells

Kellie Wells

MILTON TOWNSHIP

AMENDMENT TO ZONING ORDINANCE APPLICATION

P.O. Box 309, 7023 Cherry Avenue, Kewadin, MI 49648

(231) 264-6697 / fax: (231) 264-6728

zoning@miltontownshipmi.gov

ZOA# 2025-05 Wells REzone

to R (A-R)

per email 10/29/25

*Applications will not be accepted unless containing all the following information:

1. Completed application form with owner's signature
2. Site plan and or supporting documents – surveys, aerial images etc
3. Cover letter describing the request
4. Escrow amount as determined by the planner
5. Fee - \$500 when submitting, includes initial meeting and public hearing

*Additional meetings will require additional fees. \$150 per meeting with no public hearing, \$200 per meeting with public hearing. Fee to be collected prior to being placed on next agenda. Failure to provide fee will result in delay in processing. Applications are to be submitted 30 days prior to the Planning Commission meeting. Regular meetings are the 1st Wednesday of the month.

Owner Name: Dan and Kellie Wells Phone: 847-376-1499

Parcel Number: 05-12-101-020-00

Property Address 12164 Miller Road Rapid City, MI 49676

Applicant Name: Same Phone: _____
(if different than owner)

Applicant Address: Same

Engineer / Surveyor Name: Craig Pullen

Company Name: Wade Trim Phone: 231-947-7400

Please specify to whom all communications should be sent;

Applicant: _____ Owner: X Other: _____

Are any conditions being voluntarily offered as part of this zoning amendment application? YES NO

If yes, please attach a detailed description of the conditions being offered as part of this application.

ZONING MAP CHANGE

ZONING MAP CHANGE

Property Address: 12144 Miller Rd Rapid City, MI. 49676

Parcel Number: 05-12- 101-020-00

Current Zoning District: Agriculture

Current Master Plan Designation: Residential Improved

Current Use of Property: Residential

Adjacent Property Uses

North: Residential

South: Conservancy

East: Vacant

West: Subdivision

Adjacent Property Zoning

North: Village (V)

South: Agriculture (AG)

East: Village (V)

West: Approved (PUD)

ZONING TEXT CHANGE

Section (s) of existing Ordinance: (attach sections) _____

Proposed Text including all necessary additions to or deletions from current Zoning Ordinance:
(attach additional sheets if necessary):

Explain why the Text Amendment is being requested:

Affidavit:

The undersigned affirms that he/she or they is (area) the owner or authorized agent of the owner, and that the answers and statements herein contained and the information submitted are in all respects true and correct. In addition, the undersigned represents that he/she/they are authorized and do hereby grant a right of entry to Township Officials for the purpose of inspecting the premises and uses thereon for the sole purpose of gathering information regarding this request.

Dale Wells

Owner Signature

10-7-2025

Date

Rebbie L. Wells

Owner Signature

10-7-2025

Date

Same

Applicant Signature

Date

OFFICE USE ONLY:

Rezoning Case Number: _____ Fee: _____ Paid (date): _____

Publication Date: _____

PC Decision: _____ Date: _____

ACPC Decision: _____ Date: _____

MTB Decision: _____ Date: _____

CERTIFICATE OF SURVEY

PELLING TO WEISS PARCEL (SOUTHEAST OF MILLER ROAD):

THAT PART OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4, SECTION 1, T28N, R9W, MILTON TOWNSHIP, ANTRIM COUNTY, MICHIGAN, LYING SOUTHEASTERLY OF MILLER ROAD BEING DESCRIBED AS BEGINNING AT THE SOUTHEAST CORNER OF SAID SECTION 1; THENCE ALONG THE SOUTH SECTION LINE SOUTH 89°30'07" WEST 418.03 FEET; THENCE 252.94 FEET ALONG THE CENTERLINE OF MILLER ROAD AND A CURVE TO THE LEFT, HAVING A RADIUS OF 325.00 FEET, A DELTA OF 44°35'31", AND A LONG CHORD BEARING NORTH 67°12'22" EAST 246.60 FEET TO A POINT OF COMPOUND CURVATURE; THENCE 510.68 FEET ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 650.00 FEET, A DELTA OF 45°00'54", AND A LONG CHORD WHICH BEARS NORTH 22°24'10" EAST 497.64 FEET; THENCE ALONG THE EAST SECTION LINE SOUTH 00°06'17" EAST 551.99 FEET TO THE SOUTHEAST CORNER AND THE POINT OF BEGINNING. CONTAINING 1.18 ACRES, AND SUBJECT TO ANY EASEMENTS, RESTRICTIONS, OR RESERVATIONS OF RECORD.

REMAINDER PARCEL:

THAT PART OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4, SECTION 1, T28N, R9W, MILTON TOWNSHIP, ANTRIM COUNTY, MICHIGAN, LYING NORTHWESTERLY OF MILLER ROAD AND SOUTHWESTERLY OF COUNTY ROAD 593 (CHERRY AVENUE) BEING DESCRIBED AS COMMENCING AT THE SOUTHEAST CORNER OF SAID SECTION 1; THENCE ALONG THE SOUTH SECTION LINE SOUTH 89°30'07" WEST 418.03 FEET TO THE CENTERLINE OF MILLER ROAD AND THE POINT OF BEGINNING; THENCE CONTINUING ALONG THE SOUTH SECTION LINE SOUTH 89°30'07" WEST 901.44 FEET; THENCE ALONG THE EAST 1/8 LINE NORTH 00°14'55" WEST 1316.62 FEET; THENCE ALONG THE SOUTH 1/8 LINE NORTH 89°26'26" EAST 896.12 FEET; THENCE 232.18 FEET ALONG THE CENTERLINE OF COUNTY ROAD 593 (CHERRY AVENUE) AND A CURVE TO THE LEFT HAVING A RADIUS OF 1200.00 FEET, A DELTA OF 11°05'09", AND A LONG CHORD WHICH BEARS SOUTH 59°12'14" EAST 231.82 FEET TO A POINT OF COMPOUND CURVATURE; THENCE 233.37 FEET ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 350.00 FEET, A DELTA OF 38°12'12", AND A LONG CHORD WHICH BEARS SOUTH 83°50'55" EAST 229.07 FEET; THENCE ALONG THE EAST SECTION LINE SOUTH 00°06'25" EAST 618.66 FEET; THENCE 510.68 FEET ALONG THE CENTERLINE OF MILLER ROAD AND A NON-TANGENTIAL CURVE TO THE RIGHT HAVING A RADIUS OF 650.00 FEET, A DELTA OF 45°00'54", AND A LONG CHORD WHICH BEARS SOUTH 22°24'10" WEST 497.64 FEET TO A POINT OF COMPOUND CURVATURE; THENCE 252.94 FEET ALONG A CURVE TO THE RIGHT HAVING A RADIUS OF 325.00 FEET, A DELTA OF 44°35'31", AND A LONG CHORD WHICH BEARS SOUTH 67°12'22" WEST 246.60 FEET TO THE POINT OF BEGINNING. CONTAINING 37.71 ACRES, AND SUBJECT TO ANY EASEMENTS, RESTRICTIONS, OR RESERVATIONS OF RECORD.

CENTER OF SECTION 1, T28N, R9W
ACCEPTED FD. 1/2" IRON & CAP (RFM) 2.3' NW
OF TRUE INTERSECTION OF 1/4 LINES
N33°W 14" POPLAR 38.49'
S35°W 10" CHERRY 39.89'
N68°E FENCE POST 45.26'
NORTH Q TRAIL ROAD 2.4'

200600000343
Filed for Record in
ANTRIM COUNTY MICHIGAN
PATTY NIEPOTH - 268
01-13-2006 At 09:29 am.
SURVEY 17.00
DR Liber 745 Page 2143 - 2144



Date: 19 OCT 2005

FOR: Lloyd Pelling	 WADETRIM 241 East State Street - Traverse City, MI 49684 231-947-7400 FAX: 231-946-1000 www.wadetrim.com Building relationships on a foundation of excellence	SEC. 1, T 28N, R 9W		
		DRAWN	CJP	SHEET 2 OF 2
		COMPUTED	CJH	JOB NO. CSU4038-01C

MILTON TOWNSHIP

P.O. BOX 309 7023

CHERRY AVE.

KEWADIN, MI 49648

PHONE: (231) 264-6697 FAX: (231) 264-6728

NOTICE OF PUBLIC HEARING

Please note the Milton Township Planning Commission will hold a Public Hearing on Wednesday, December 3, 2025 at 7pm to discuss and receive input on the following:

ZO 2025-05 request by Dan and Kellie Wells to rezone 12164 Miller Road, Rapid City, MI. Parcel Number 05-12-101-020-00 from Agriculture (Ag) to Agricultural/ Residential (A/R).

All persons are welcome and will be heard concerning the application. A copy of the application is available for public view and/or purchase at the Milton Township Office, 7023 Cherry Ave., Kewadin, MI 49648 Telephone (231) 264-6697.

Written comments will be received up until December 3, 2025 at 12 PM and should be addressed to Zoning Administrator; P.O. 309 Kewadin, MI. 49648 or zoning@miltontownshipmi.gov

Milton Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities who plan on attending. Contact the Township Clerk at (231) 264-6612 as soon as possible.

published
11.13.25
ER NEWS

300' MAILING SENT

11.10.25

MILTON TOWNSHIP

P.O. BOX 309

7023 CHERRY AVE.

KEWADIN, MI 49648

PHONE: (231) 264-6697 FAX: (231) 264-6728

Email: miltonzoning@gmail.com

Planning Commission

2026 Regular Meeting Schedule

The Milton Township Planning Commission Meets

The 1st Wednesday of the Month, at 7pm unless otherwise noted.

January 7, 2026

February 4, 2026

March 4, 2026

April 1, 2026

May 6, 2026

June 3, 2026

July 1, 2026

August 5, 2026

September 2, 2026

October 7, 2026

November 4, 2026

December 2, 2026

Regular Planning Commission Meetings are held at 7023 Cherry Ave Kewadin Michigan 49648