

Milton Township  
Planning Commission  
Approved Special Meeting Minutes  
October 27, 2009

Members present: Stilson, Kingon, Cole, Hefferan, Kopkau, Luckett, and Merillat.

Members absent: None

Also present: Weinzapfel and three audience members.

Stilson called the meeting to order at 5:02 pm.

Agenda:

1. Non-conforming Lots 117.2305B&C.
2. Review Planner Committee's recommendation for a planner to the township board.
3. Work session for the Planning Commission to review revised ordinance.

Non-conforming Lots:

The waterfront overlay committee has drafted new language that the commission may want to incorporate into Non-conforming Lots draft before it goes to public hearing in December.

Motion by Kingon to replace 117.2305 B and C with the following language:

B. The Zoning Administrator reviews and approves the plan; and

C. The soil erosion restoration as proposed is not intended to avoid compliance with this Ordinance, but rather to improve a situation that is dangerous to the general public or harmful to water quality because of unchecked or potential shoreline erosion, sediment runoff, or water pollution.

Second by Cole. Motion carried.

Planner Committee Report:

Cole gave a report on the three planners that applied and were interviewed for the task of assisting the Commission in the ordinance revision. A consistent set of questions were asked to each. The committee recommends Jay Kirkpatrick from Williams & Works. Some discussion by the commission as to the difference in the hourly rates of the applicants. The final applicant will be expected to offer a "not to exceed" bid to the township.

Motion by Luckett to have Cole explain to the Township Board that:

1. The subcommittee established criteria in rating the firms / candidates,
2. The subcommittee interviewed the three (3) candidates,
3. The interviews were conducted and each candidate scored with the composite scores calculated,
4. Telephone calls were made to interview candidate's references,
5. The subcommittee after calculating scores and calls ranked the candidates: 1.) Williams & Works; 2.) Beckett & Raeder; 3.) MC Planning and Design.

The Planning Commission recommends that the Township Board solicit bids from the top two candidates and make a decision for Township Planner.

Second by Kingon. Motion carried.

Work Session:

The commission reviewed and discussed chapters 1 and 2. Another work session is scheduled for November 23, 2009 at 5:00pm.

Meeting adjourned by order of the chair at 7:00 pm.

Respectfully submitted,

Joseph Merillat  
Secretary