

**CHARTER TOWNSHIP OF CLAYTON
PLANNING COMMISSION MINUTES
JANUARY 28, 2025**

Chairman DePottey opened the meeting at 6:00 p.m.

ROLL CALL

Members Present: Rick Caruso, Richard Derby, Jon Mieczkowski, Kevin DePottey, Kathy Norris, George Sippert, Corey Potter

Members Absent: None

Others Present:

Ted Henry/Building Official, Zoning Administrator
Ken Tucker/Township Attorney

APPROVAL OF PROPOSED AGENDA

Action Taken: Motion by Potter, supported by Mieczkowski, to approve the proposed agenda for the January 28, 2025, Clayton Township Planning Commission meeting.

MOTION CARRIED.

APPROVAL OF MINUTES: December 17, 2024

ACTION TAKEN: Motion by Derby, supported by Potter to approve minutes of December 17, 2024.

MOTION CARRIED.

COMMUNICATION:

None

REPORT OF OFFICERS AND ZONING ADMINISTRATOR:

Discussion took place on completing last phase that was started in Cole Creek. A surveying company is working on site presently to propose finishing phase out.

PUBLIC COMMENT:

None

NEW BUSINESS/DISCUSSIONS:

Discussion started back up on rental ordinance where the Commission left off last month. The Commission began to talk about developing the Rental Ordinance. The Commission started with the inspector check list.

OLD BUSINESS/DISCUSSIONS**ADDITIONAL ITEMS****FUTURE ITEMS**

1. Business License

ADDITIONAL COMMENTS**ADJOURNMENT**

Action Taken: Motion by Potter, supported by Norris, to adjourn the Planning Commission meeting at 7:14 p.m.

Kevin DePottay, Chairperson

Kathy Norris, Secretary