

# **Clayton Township Planning Commission**

## **PLANNING COMMISSION MINUTES**

**September 23<sup>rd</sup>, 2025**

**Meeting opened by:** Chairman DePottey Opened meeting at 6:00 p.m.

### **Roll Call**

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

**Members absent:** Corey Potter

**Others Present:** Ken Tucker/Township Attorney

Ted Henry/building official, Zoning administrator

### **Approval of proposed agenda**

**Action taken:** Motion by Jon Mieczkowski and supported by George Sippert, to approve the proposed agenda for the Sept 23<sup>rd</sup>, 2025 Clayton Township Planning Commission meeting.

### **Motion Carried**

### **Approval of minutes August 26, 2025 pgs 2-3**

**Action taken:** Motion by Richard Derby as corrected and supported by George Sippert

**Communication:** none

**Report of Officers and Zoning Administrator:** none

**Public Comment:** Ken Washburn-Duffield Rd. – nervous about all the traffic for the plans for Swartz Creek meadows. Lots of farmer traffic but not much else very quiet and with this it is going to cause more traffic w/ trailers. The reason he moved there is because it is quiet.

### **New Business/Discussions**

**1. CASE #SITE PLAN REVIEW 25-01 OLD RITE AID PGS 4-22: Mr.**

Nannoshi explained the plan for the site to have a gas station with diesel pumps also with plenty of room for RV's/camper.

**Public comment:** none. **Public comment closed**

**Board comment:** Ted inquired about hours of operation. Response was M-Th 5a-10p F-S 5a-11p and Sun 5a-close a little earlier.

Jon Mieczkowski motioned and seconded by Richard Derby to approve site plan. All in favor, **Motion carried.** RESOLUTION NO. 25-0923-01

**2. CASE #SCU25-02 SWARTZ CREEK MEADOWS PGS 23-72: Gordon**

Gross explained plan for meadows. Board discussed plans for meadows.

**Public comment:**

**Brian Carly- Sheridan:** says in favor of new plans for season RV park. Says more traffic from the party store than anything else and supports Gordons plans as he has always kept the park safe. And a sense of community is what is needed in the Meadows.

**Robert Jacobs-Sheridan:** suggests that signs are added for lots for visitors to know where they are going. Also concerned about generators. Gordon assured no generators and office hours are the only time campers can check in just like a campground.

**Vicky Carly-Sheridan:** been living there for over a yr and wants family to be able to stay since they are Snowbirds in Florida and the convenience would be great. Supports the plan. **Public comment closed 6:59p**

**Board Comment:** discussed concerns and plan for site with the attached conditions (see attachment)

Rick Caruso motioned and seconded by Richard Derby to approve with suggested conditions (see attachment) and needs to add submittal of contract agreement for seasonal rentals. All in favor, **Motion carried.**  
RESOLUTION NO. 25-0923-02

**3. CASE #REZONE 25-02 KURT STEPHENS PGS 73-106:** discussed the plan of going from multi-family to residential.

**Public comment:** Warren: concern will it mess with current HOA, mowing, streets, etc.

**Janice Montley:** concern about knowledge of the plan because this was the first she heard about it. **Public comment closed.**

Motion by George Sippert and second by Kathy Norris to recommend for approval to the board. All in favor, **Motion carried.** RESOLUTION NO. 25-0923-03

**Old business/Discussion:**

**Additional Items:**

**Future Items:**

**1. WEST FLINT ANIMAL HOSPITAL SITE:**

**Additional Comments:**

**Adjournment:**

**Action taken:** motion by Jon Mieczkowski and supported by Richard Derby to adjourn the Planning Commission meeting @ 7:03 p.m.

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Kevin DePottey, Chairperson

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Kathy Norris, Secretary

\* Attached

# CHARTER TOWNSHIP OF CLAYTON

2011 South Morrish Road • Swartz Creek, Michigan 48473  
Ph. (810) 635-4433 • Fax (810) 635-4526 • claytontownship.org

Ted Henry - Supervisor  
Dennis Millern - Clerk  
Shelley Thompson - Treasurer



Tom Spillane - Trustee  
Ken Engel - Trustee  
Kathy Norris - Trustee  
Doug Sherman - Trustee

Results from the September 23, 2025 Planning Commission meeting of case number SCU25-02:

A motion was made and approved by the Planning Commission of Clayton Charter Township on September 23, 2025 with a 6-0 approval vote with these conditions in place:

1. All 25 approved sites will have a storage shed of which will be minimum 7' x 7' and a 6 ft. minimum size picnic table
2. A 30 consecutive day minimum stay is required
3. 25 sites approved for seasonal RV use which are designated in attached map
4. The approved season dates are May 1 thru October 31
5. The minimum size of RV on permitted sites will be 32 feet
6. Visitation hours will be 8:00 a.m. till 10:00 p.m. and limited up to six people
7. Age of RV cannot exceed 12 years
8. Pets are limited to 3. They must be on leashes or contained
9. All sites subject to Genesee County Water and Waste rules
10. All sites will be upgraded to hard surface parking and patio area with 50 Amp 30 Amp 110 Amp electrical service, sewer service and water service
11. All renters must comply with Clayton Charter Township Ordinances
12. A copy of the Rental Agreement will be supplied to Clayton Charter Township

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13. Swartz Creek Meadows will pay Residential Fees for all 25 sites the same as the housing units

14. This permit is subject to an Annual Renewal

15. No generators will be operating when electricity is available

16. All units must be self-contained

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Ted Henry, Clayton Charter Township Supervisor

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Swartz Creek Meadows Administrator

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