

# **Clayton Township Planning Commission**

## **PLANNING COMMISSION MINUTES**

December 23<sup>rd</sup>, 2025

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

### **Roll Call**

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

**Members Absent:** Corey Potter

**Others Present:** Ted Henry/building official, Zoning administrator

### **Approval of proposed agenda**

**Action taken:** Motion by Jon Mieczkowski and seconded by Kathy Norris to approve the proposed agenda for Dec 23<sup>rd</sup>, 2025 Clayton Township planning commission meeting.

### **Motion Carried**

**Approval of minutes** Nov 25<sup>th</sup>, 2025 pgs 2-4

**Action taken:** Motion by Rick Caruso and supported by Jon Mieczkowski to approve the Nov 25<sup>th</sup>, 2025 minutes as stated.

### **Motion Carried**

### **Communication:**

**Report of Officers and Zoning Administrator:**

### **Public Comment**

## **New Business/Discussions**

**1. CASE #SCU25-03 OLD RITE AID PGS 5-23:** Public hearing opened at 6:02p. no public comment. public hearing closed at 6:04p. no board comment. Motion by Richard Derby and seconded by George Sippert to recommend approving as applied to send to board. ROLL CALL: Kevin Depottey, Rick Caruso, Kathleen Norris, Jon Mieczkowski, George Sippert, and Richard Derby. **Motion carried.** RESOLUTION NO. 25-1223-01

**Old business/Discussion:**

**Additional Items:**

**Future Items:**

**Additional Comments:**

**Adjournment:**

**Action taken:** motion by Richard Derby and supported by Kathleen Norris to adjourn the Planning Commission meeting @ 6:14 p.m.

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Kevin DePottey, Chairperson

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Kathy Norris, Secretary