

Township of Emmett Planning Commission  
June 18, 2018 Meeting Minutes

- Meeting called to order at 7:05pm by Chairman Mueller
- Roll Call Taken: Reliford, Mueller, Scott, Bowen in attendance.  
Dumas and Powers absent
- Minutes of the May 21, 2018 meeting read. Motion to approve with no corrections made by Reliford, seconded by Scott.
- Old Business:
  - a. Reviewed zoning/building ordinance administrator duties and responsibilities from other communities. Communities ordinances reviewed were: Hamburg Twp., South Branch Twp., Grattan Twp., Village of Emmett, Township of Emmett's current ordinance, and a generic ordinance.
  - b. Reviewed the duties in the Township of Emmett's ordinance book of the building inspector and the zoning inspector.
  - c. Prepared packet of a couple of sample zoning/building administrator duties, with a reminder to review the current building administrator duties, for Liaison Reliford to present to the Township of Emmett's Board to review. Planning Commission is interested in learning more of what the Twp. Board is looking for, and how entailed do they want the duties of the zoning administrator?
- Master Plan review tabled for another month.
- New Business:
  - a. No new business
- No public attendees
- No correspondence
- Motion to adjourn at 9:00pm made by Reliford, seconded by Scott

*Suzanne Dumas*