

Village of Lawton
REGULAR PLANNING COMMISSION MEETING
125 S. MAIN, LAWTON MI 49065 269.624.6407
Tuesday, June 2, 2026 at 7:00PM

AGENDA

- 1. Call to Order:**
- 2. Roll Call:**
- 3. Approval of Agenda:** Motion to approve the Planning Commission Agenda for June 2, 2026 as presented (or as amended with additions/changes/deletions).
- 4. Approval of Minutes:** Motion to approve the meeting minutes from February 3, 2026 (or amended with additions/changes/deletions)
- 5. Public Comment / Communications:** (related to agenda items only - limit 3 min/person)
- 6. Public Hearings/Appointments:**
- 7. New Business:**
 - A. Planning Commission Annual Report.....Discussion and Recommendation to Council**
- 8. Unfinished Business**
- 9. Public Comment/ Hear from the Audience:** (Limit of 3 min/person for general comments)
- 10. Planning Commissioner Comments:**
- 11. Adjournment:**

Village of Lawton
REGULAR PLANNING COMMISSION
125 S. MAIN, LAWTON MI 49065 269.624.6407
Tuesday, February 03, 2026 - 7:00 PM

MINUTES

- 1. Call to Order:** P. Rathbun called the meeting to order at 7:04 p.m.
- 2. Roll Call:** Present: P. Rathbun, P. Chmiel, M. Dudek, C. Knapp, and J. Peterson. Absent: B. Allen and S. Knudstrup. Also Present: M. Leonard, H. Seeyle, T. Carpenter from AK Engineering, and J. and S. Marks.
- 3. Approval of Agenda:** J. Peterson, supported by M. Dudek, made a motion to approve the Planning Commission Agenda of February 03, 2026 as is. Motion approved by unanimous voice vote.
- 4. Approval of Minutes:** M. Dudek, supported by P. Chmiel, made a motion to approve the Planning Commission Minutes of January 06, 2026 with the correction under item 7B. Motion approved by unanimous voice vote.
- 5. Public Comment / Communications:** None.
- 6. Public Hearing to Review Special Use Permit for Pin High Golf Course**
 - A. P. Rathbun opened the public hearing at 7:07 p.m.**
 - B. Public Comment**

J. Marks stated his disapproval of the Special Use Permit for Pin High Golf Course.
 - C. R. Rathbun closed the public hearing at 7:10 p.m.**
 - D. Recommendation to Council for approval**

M. Dudek, supported by P. Chmiel, made a motion for recommendation to the Council to approve the Special Use Permit for Pin High Golf Course. Motion approved by unanimous voice vote.
- 7. New Business:**
 - A. Review Site Plan for 911 N Main St. HS Fleet Services**

The Planning Commission reviewed the site plan for 911 N Main St. (HS Fleet Services). Overall, the Commission was satisfied that the site plan met all required criteria. P. Rathbun recommended the Commission approve the site plan. C. Knapp, supported by M. Dudek, made a motion to approve the site plan for 911 N. Main St. Motion approved by unanimous voice vote.
- 8. Unfinished Business:** None.
- 9. Public Comment / Hear from the Audience:** None.
- 10. Planning Commissioner Comments:** P. Rathbun stated that Safe and Easy Storage plans to construct additional units and add landscaping in the spring.

11. Adjournment: M. Dudek, supported by P. Chmiel, made a motion to adjourn the meeting at 7:26pm. Motion approved by acclamation.

Respectfully Submitted,
Melina Leonard

PLANNING COMMISSION ANNUAL REPORT



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2025

MICHIGAN ECONOMIC
DEVELOPMENT CORPORATION

1. Introduction

The Planning Commission is an administrative body of seven residents comprised of six appointed officials and one elected official. The Planning Commission (PC) holds regular monthly meetings on the first Tuesday of the month at 7 pm and is tasked with reviewing applications for site plan review, special land uses, planned unit developments, and rezoning's. The PC also is required to hold the necessary public hearings for zoning text amendments and is entrusted to incorporate the application of policies initiated in the Zoning Ordinance while reviewing development decisions. The Planning Commission is committed to advancing community development, ensuring compliance with zoning and planning laws, and maintaining alignment with the RRC framework.

2. Purpose of Annual Report

- The Michigan Planning Enabling Act contains language of the requirement of the Planning Commission to prepare an annual report to the Village Council: "A planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development."
- Increases information-sharing between staff, boards, commissions, and the governing body.
- Allows for anticipation of upcoming issues and priorities, in order to prepare and budget.
- The Village staff would like to thank all members of the Planning Commission for their hard work and dedication to the Village.

3. Membership

Planning commission member	Term expiration
Paul Rathbun, Chairperson	November 2027
Susan Knudstrup, Vice Chairperson	November 2027
Mike Dudek	November 2026
Philip J Chmiel	November 2027
Connie Knapp	November 2027
Judith Peterson	November 2026
Blain Allen	November 2026

4. Meetings

The Village of Lawton Planning Commission met 5 times in 2025. This meets the requirements of the MPEA to hold a minimum of four meetings per year.

5. Master Plan Review

The Village adopted a master plan in 2023

6. Zoning Ordinance Amendments

- Blight continues to be a concern for the Village, Ordinances continue to be reviewed, highlighting contradictory regulations. Considering an outside contract for zoning enforcement and blight regulation.
- The parking regulations in the zoning ordinance were reviewed and items needing revisions were noted, especially pertaining to blight enforcement and storage of vehicles/trailers in front yards.

7. Development Reviews

Project type	Location	Description	Status	Recommendation to legislative body	Date of action
Site plan	825 Main St.	Alternate Fuel Technologies	Site plan approved	Monitor for future changes	
Site plan review	1020 Main St	Pin High Golf Club	Site plan approved		

8. Variances

Variance type	Location	Description	Status	Recommendation to legislative body	Date of action
NA					

9. Actions by Village Council

- Council approved revised zoning ordinance as recommended by the planning commission.
- Council acknowledged the planning commissions 2024 annual report.

10. Trainings Attended

Topic /description	Date

Topic /description - Potential training topics in the upcoming year, based on goals and priorities

11. Joint meetings

The planning commission and council adopted a policy to conduct an annual meeting in October of every year.

12. Notable Items

Rezoning:

Pin High Golf Course Rezoning from Low Density Residential to Community Business District.

Zoning Ordinance Amendments:

Comprehensive zoning text amendments adopted including updates to use tables, definitions, administrative authority, and legal protections.

- Continued implementation of the Village Master Plan
- Identification of ordinance gaps and needed updates
- Commitment to ongoing ordinance review
- Alignment with RRC best practices

Conclusion

The Village of Lawton Planning Commission made significant progress in 2025 toward strengthening zoning regulations, supporting economic development, and aligning with Redevelopment Ready Communities standards. Continued efforts will position the Village for sustainable growth.