

## **MILLINGTON TOWNSHIP**

### **POLICY FOR AGENDA ITEMS INVOLVING SPECIFIC PROPERTIES**

#### **I. Purpose**

The purpose of this policy is to ensure transparency and fairness in township proceedings while providing consistent, non-discriminatory notice when a specific, identifiable property is scheduled for discussion at an official township meeting.

This policy is intended to:

- Provide equal treatment to all property owners
- Prevent selective or discretionary notification
- Limit township liability
- Clarify when individual notice is required versus when public notice is sufficient

#### **II. Individual Property Owner Notification**

This policy applies only to agenda items in which a specific parcel or parcels of property are the direct subject of discussion or action by the Township Board, Planning Commission, Zoning Board of Appeals, or other designated township body.

This policy does not apply to:

- General township business
- Policy discussions
- Budget matters
- Ordinance development
- Issues of public interest not tied to a specific property

#### **III. Public Notice**

All township meetings shall be noticed and conducted in accordance with applicable state law. The posting of a meeting notice and agenda shall constitute official public notice of matters to be discussed.

The township has no obligation to provide individual notice to residents regarding general agenda items unless required by law.

#### **IV. Prohibition of Selective or Informal Notification**

All notifications shall be administered solely by the Township Clerk to ensure consistency and equal treatment.

## **V. No Effect of Failure to Receive Notice and Legal Compliance**

Failure of any individual to receive notice under this policy shall not invalidate any township meeting, action, or decision, provided that statutory public notice requirements have been met.

Nothing in this policy shall be construed to replace or supersede notice requirements imposed by state law or township ordinance. Where legal notice requirements apply, those requirements shall control.

## **VI. Recording of Rules**

These rules shall be recorded in the minutes and kept on file with the Township Clerk.

Adopted: July 21, 2025

Revised: January 19, 2026

Millington Township Clerk:



Lorah Cameron