

BATH CHARTER TOWNSHIP



PLANNING & ZONING ADMINISTRATOR RECRUITMENT

“Bath Charter Township welcomes your interest in serving our community as our next Planning & Zoning Administrator. Bath Township is a growing township near the state capitol. Bath is known for extraordinary public services, low taxes and outstanding recreational opportunities.”

Ryan Fewins-Bliss, Supervisor
Bath Charter Township



BATH CHARTER TOWNSHIP

FULL-TIME STAFF



35

TOWNSHIP BUDGET



\$9,215,297

POPULATION



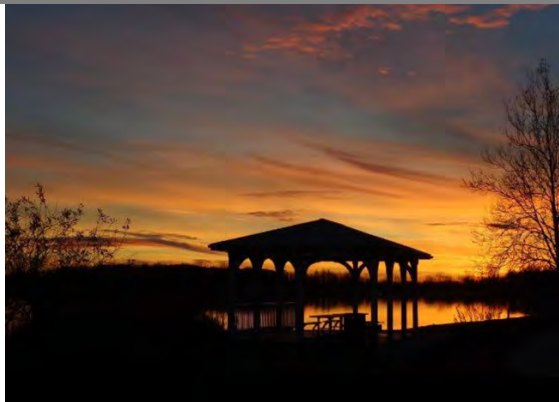
13,224

NUMBER OF PARCELS



4,043

2025 TAXABLE VALUE



\$609,503,622

SALARY



\$80,000 - \$95,000

"Bath Charter Township is a perfect blend of a community that offers natural beauty, top-notch township services, plenty of waterfront and quality schools. Our approach to providing excellent public services, blended with low taxes, is just one of the reasons people flock to live in Bath."



Find out more at <https://bathtownship.us>



OUR TOWNSHIP PLANNING & ZONING ADMINISTRATOR

Bath Charter Township, population 13,459, is located in the southeastern corner of Clinton County. Our neighbors include Dewitt Charter Township to the west, Victor Township to the north, Woodhull Township (Shiawassee County) to the east and Meridian Township (Ingham County) to the south.

Our community is seeking a new Planning and Zoning Administrator who is committed to providing excellent customer service. The Planning and Zoning Administrator is a vital component of our township team and will focus on the following key areas:

1. Facilitates long-range and strategic planning of the Township, including capital improvements plan and master plan; coordinates or participates in studies regarding development in Township.
2. Prepares reports and makes recommendations to Planning Commission, Superintendent, and Township Board based on professional planning principles and the comments of the other reviewing agencies.
3. Counsels and advises Planning Commission, Board of Trustees, Superintendent, developers, property owners, real estate agents, and others in various planning and zoning matters.
4. Research opportunities for grants and other non-traditional revenue sources; performs grant writing and administration.
5. Prepares notices and materials in advance for Planning Commission meetings; attends meetings and serves as recording secretary.
6. Assists residents, representatives from various professional organizations and other interested parties regarding planning/zoning related matters; provides exemplary customer service and positive first impression to callers and visitors to the Department and the Township.
7. Reviews site plans and consults with developers, other Township staff, and appropriate reviewing agencies to ensure quality and compliance with policies, regulations, ordinances, and modern planning standards.
8. Receives and processes zoning application variance requests, land division requests and development plans; prepares case files and publication notices to property owners as necessary.

TOWNSHIP PARKS AND FACILITIES

Bath Township's park system is one of the main reasons so many people are moving to Bath! Our community offers trails, fishing docks, outdoor concerts and our popular senior center.

FLETCHER-ROBSON NATURE PARK

Welcome to nature in this tranquil setting on Robson Road. The park is dog-friendly and is a collection of trails for hikers, birdwatchers and a glimpse of wildlife.



SENIOR CENTER

The Bath Senior Center is part of the township's municipal building and offers a cadre of events for seniors, including meals. Seniors stop by for a hot meal, a game of cards and the different musical offerings.



JAMES COUZENS MEMORIAL PARK

Located on Main Street, the two-acre park is home to the Farmers Market, outdoor concerts, Veterans Memorial and the site of the 1927 Bath School Memorial.



WISWASSER PARK

Gather your family for a reunion at Wiswasser Park. The park offers a picnic pavilion, grills, drinking fountain and horseshoe pits!



RICKARD BOAT LAUNCH

Located on the east shore of Park Lake, the Rickard Boat Launch offers public access to Park Lake. The facility provides a launch, boat ramp and mooring dock!



PARK LAKE, MSU SPORTS & THEATER

Bath Township offers residents and visitors pride in their perfect blend of small-town living coupled with neighboring big city lights. Residents are able to stroll down to Park Lake and enjoy an ice cream cone, a chance to land a giant bass, or simply marvel at the sandy beach. There's no hustle and bustle at the Lake.



After an afternoon at the lake, many residents will travel the 10 minutes to enjoy a sporting event, or theater production, on the campus of Michigan State University. As a neighbor to MSU, Bath residents are on the doorstep of BIG 10 Athletics and premiere cultural arts.



APPLICATION PROCESS



DEADLINE TO APPLY: FRIDAY, SEPTEMBER 25, 2026

To join the Bath Charter Township team, please submit a cover letter, resume and five professional references to Frank L. Walsh, Walsh Municipal Services, LLC. Applications will be received at walshmuni@gmail.com. Please indicate in your cover letter if you request confidentiality as allowed under the Michigan Open Meetings Act.

Bath Charter Township is a proud Equal Opportunity Employer.

