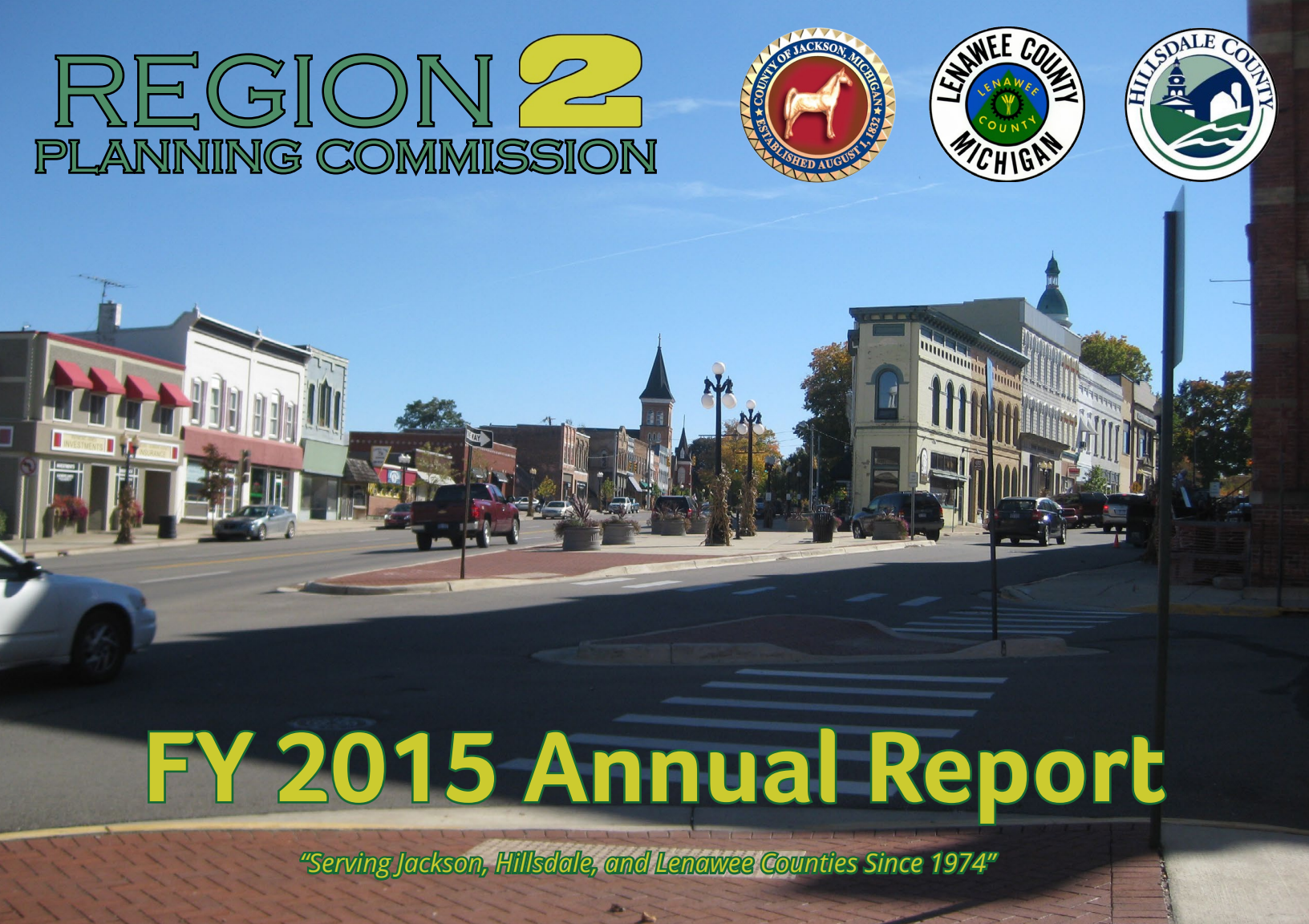
REGION 2 PLANNING COMMISSION



FY 2015 Annual Report

"Serving Jackson, Hillsdale, and Lenawee Counties Since 1974"

Local Planning Assistance

Jackson County

- Facilitated Jackson County Planning Commission meetings, provided technical assistance, assisted with training new Commissioners
- Coordinated Jackson County Solid Waste Planning Committee meetings, provided information and technical assistance, and assisted with update to the Jackson County Solid Waste Management Plan
- Attended Jackson 2020 meetings, helped create media materials, and gave presentations
- Assisted County officials drafting a Michigan Natural Resources Trust Fund Grant for the Sparks Park Inter-City Trail Connector, and provided additional information requested by the State of Michigan

- City of Jackson
  - Assisted with revisions to City sign ordinance and integration into zoning
  - Worked with City officials to update sections of the zoning ordinance
  - Cooperated with University of Michigan students to update the Historic District Commission website, to facilitate public involvement
  - Updated text in the City/County Joint Recreation Plan for new edition
  - Assisted City officials drafting a Michigan Natural Resources Trust Fund Grant for the Fourth Street Connector Trail
  - Submitted the fiscal year budget request for the Historic District Commission
- Summit Township
  - Assisted Township officials drafting a Michigan Natural Resources Trust Fund Grant for the Horton Road Trail
  - Met with Zoning Administrator to discuss Township Master Plan
  - Assembled demographic data for appendix of Township Master Plan
- Blackman Township
  - Provided technical assistance with zoning ordinance questions and assisted with rezoning requests
  - Drafted updates to the zoning ordinance with the Jackson County Planning Commission
- Henrietta Township
  - Assisted Township officials with preparation and editing of the Henrietta Township Recreation Plan
- Norvell Township
  - Attended Township Planning Commission meeting to assist with approval of Master Plan

CITY OF JACKSON & JACK
COUNTY JOINT RECREATIO

MAP 3-2

- Brooklyn Township
  - Provided technical assistance with zoning ordinance questions
- Parma Township
  - Provided technical assistance with zoning ordinance questions
  - Assisted with development of the Parma Township Master Plan
  - Assembled demographic data as requested
- Pulaski Township
  - Prepared requested demographic data for Township officials
- Concord Township
  - Provided technical assistance with zoning ordinance questions
  - Drafted zoning ordinance amendments
- Tompkins Township
  - Conducted basic planning and zoning workshops for Township officials
- Leoni Township
  - Finalized survey with committee to update the Leoni Township Recreation Plan
- Spring Arbor Township
  - Provided technical assistance with zoning ordinance questions
  - Completed outstanding revisions to the Township's zoning ordinance
- Grass Lake Township
  - Collected demographic information for Township officials
  - Provided technical assistance with zoning ordinance questions
  - Supported development of new Grass Lake Township Master Plan
  - Assisted Township with creation of Grass Lake Area Recreation Plan
- Hanover Township
  - Discussed Michigan's Land Division Act with Township Supervisor
- Waterloo Township
  - Facilitated meetings for update of Waterloo Township Recreation Plan
  - Prepared drafts of demographic data and maps as requested

Figure 3
Countywide Future Land Use

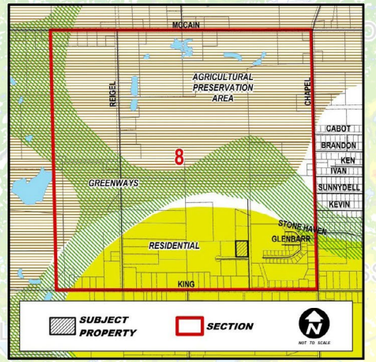
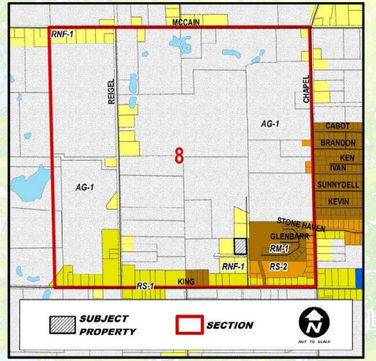


Figure 4
Generalized Municipal Zoning



Local Planning Assistance

Lenawee County

- Facilitated the Lenawee County Planning Commission meetings, amended ordinances, and reviewed farmland agreement applications
- Involved in committee and sub-committee meetings for the Lenawee County Solid Waste Planning Committee
- Assisted County officials with an update to the County's 5-year Recreation Plan
- Attended a Lenawee Conservation District presentation regarding drainage water management grant

- City of Morenci
  - Prepared an update to the City's zoning map
- City of Adrian
  - Assisted with questions about non-conforming uses and zoning issues
  - Corrected minor issues with the City's zoning map and provided Geographic Information System map layer files
- Village of Britton
  - Reviewed the Master Plan and made recommendations for updates by meeting with the Planning Commission
  - Updated demographic information and drafted "Notice of Intent to Plan" for use by the Village
- Village of Deerfield
  - Shared examples of park regulations with Village officials
- Village of Blissfield
  - Drafted changes to the Village's zoning map
- Rollin Township
  - Assisted with Right to Farm Act inquiries
  - Created new zoning maps with higher detail as requested
  - Amended the Township zoning ordinace to accomodate a new business
- Cambridge Township
  - Attended the Cambridge Township Planning Commission meeting and presented information on sign regulations
- Adrian Township
  - Discussed process of approving a municipal master plan with Township officials and reformatted zoning maps
- Fairfield Township
  - Assisted Township officials with an interpretation of the zoning map and converted the master plan to an editable format
- Woodstock Township
  - Provided technical assistance with zoning ordinance questions

Hillsdale County

- City of Jonesville
  - Assisted with update of the City of Jonesville and Fayette Township Recreation Plan
  - Developed and distributed online survey to aid in planning process
- City of Litchfield
  - Provided cost estimate for aid in the development of a new master plan and attended a Planning Commission meeting
  - Updated zoning map to reflect annexations
  - Reviewed and updated City Code regarding the regulation of animals
- Somerset Township
  - Attended Township Planning Commission meetings and advised on zoning issues
  - Advised Township staff on Right to Farm Act and the Planning Enabling Act
  - Assisted with special use permit cases
  - Created digital map files for future land use and watershed maps
- Jefferson Township
  - Drafted grant applications for the Hillsdale County Community Foundation and the Department of Environmental Quality

Economic Development

- Staff regularly attends or facilitates meetings of the following organizations:
  - City of Jackson Downtown Development Authority Executive and Promotions Committees
  - Hillsdale Economic Development Partnership
  - Lenawee County Legislative Committee
  - U.S. Economic Development Administration
  - Comprehensive Economic Development Strategy Committee
  - Leoni Township Downtown Development Authority
  - Enterprise Group's Economic and Workforce Development Coordinating Committee
  - South Central Michigan Works! Board
  - Michigan Association of Regions
  - Governer's Economic and Education Summit
  - Jackson County Economic and Development Coordinating Council

- Region 2 Planning Staff has completed the 2014 update for the Comprehensive Economic Development Strategy (CEDS) document, and has begun the process to update for the 2015 CEDS. This includes meeting with community stakeholders from both government and private sectors, monitoring plan progress, updating demographic information and assembling new project lists.

- Region 2 Planning Commission is also the lead agency for the Region 9 Prosperity Initiative, which includes Jackson, Hillsdale, Lenawee, Livingston, Monroe, and Washtenaw Counties. Over the course of the fiscal year, staff has coordinated several activities including:

  - Submitted the year two grant application - a $250,000 proposal for Regional Prosperity Initiative funding and submitted it to the State of Michigan
  - Reviewed prosperity plans from other regions, to incorporate best practices for Region 9
  - Created a Regional Prosperity Initiative website for the region, which provides an overview of the effort and related tasks, identifies regional stakeholders, contains an interactive calendar for public involvement, and provides draft documents and project deliverables
  - Coordinated Regional Transportation meetings in order to identify regional transportation goals, objectives, and strategies that directly support region-wide economic prosperity
  - Completed the final Region 9 Prosperity Strategy report, and began implementing high-priority actions identified in the 5-year plan

R9 Prosperity Initiative

Regional Transportation Planning

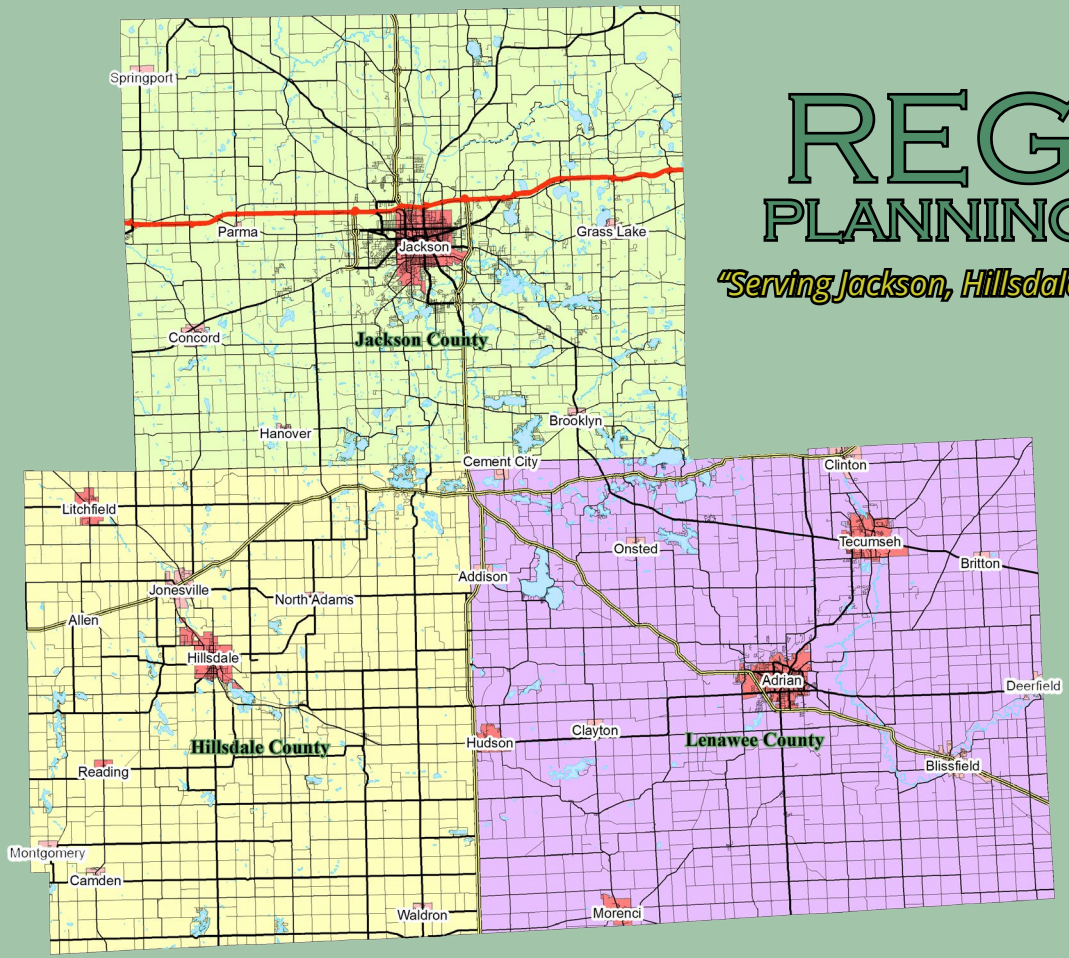
- Provided data for non-motorized facilites inventory to MDOT for development of the University Region Non-Motorized Plan.
- Completed PASER Ratings (pavement condition) for all counties and cities in the Region 2 Planning Area
- Maintained the State Transportation Improvement Program (STIP) and amended as necessary
- Cooperated with Lenawee County to select and schedule Congestion Mitigation and Air Quality (CMAQ) projects
- Updated the Local Agency Balance Report to ensure projects were not deleted
- Staff participated in several webinars and training sessions to remain current on transportation issues
- Reviewed and updated the National Functional Classification of roads in the Region 2 Planning Area
- Facilitated meetings for the Hillsdale County Rural Task Force, with similar meetings for Jackson and Lenawee Counties
- Reviewed and requested data to update the Highway Performance Monitoring System
- Submitted project information to the State of Michigan for the FY 2015 - FY2018 E-STIP
- Gathered data via survey for a regional transit study, to assess regional transit mobility in cooperation with MDOT
- Completed and submitted the FY 2016 Regional Unified Work Program and budget
- Prepared a series of transportation maps for Connecting Lenawee, for development of a non-motorized transportation plan
- Worked with Michigan Technological University and the Jackson County IT Department to ensure RoadSoft software was up to date and transferring files correctly
- Entered traffic count data for the region into RoadSoft
- Reviewed and suggested edits to Connecting Lenawee Plan: A Non-Motorized Vision for Lenawee County and attended taskforce meetings
- Facilitated an Internet Reporting Tool (IRT) workshop for MDOT to train local agencies
- Updated Long Range Transportation plans and maps as necessary
- Cooperated with MDOT to ensure rural projects receive funding

Metropolitan Area Transportation Planning

- Provided administrative services for Jackson Walkable Communities Coalition including taking minutes and providing meeting agendas
- Processed Metropolitan Transportation Improvement Program (MTIP) amendments for the Jackson Area Comprehensive Transportation Study (JACTS) Committee
- Attended and participated in the quarterly meetings for the Local Transportation Advisory Council (LTAC)
- Updated the project maps for the Long Range Transportation Plan (LRTP) and processed amendments as needed
- Attended the directors' meeting of the Michigan Transportation Planning Association
- Conducted the monthly meetings for the JACTS Technical Advisory and Policy committees
- Submitted the Disadvantaged Business Enterprise (DBE) report to MDOT
- Cooperated with MDOT during the initial design phase for the I-94 corridor plan
- Completed the PASER ratings and the Asset Management Report for the metropolitan area
- Assisted Leoni Township with submitting a Safe Routes to School and Transportation Alternatives Program project - a non-motorized trail along Ann Arbor Road
- Cooperated with Jackson County Road Commission and Leoni Township to complete the design of the Fifth Street streetscape project
- Updated maps detailing the new interchanges on I-94 in 2020 and 2021, which were submitted to MDOT and FHWA as information only
- Completed the JACTS FY2016 Unified Transportation Work Program and budget
- Updated and submitted the bi-annual Title VI Certification to MDOT

Jackson Traffic Safety Program

- Met with the Office of Highway Safety Planning (OHSP) to address program reporting deficiencies, which led to being awarded an enforcement grant for FY 2015
- Facilitated the Jackson Traffic Safety Commission meetings and provided administrative services
- Cooperated with police agencies to ensure all reports are submitted correctly
- Reviewed seat belt safety zones to ensure compliance with OHSP guidelines
- Monitored and submitted budget information for the JTSP and OHSP programs
- Developed and the FY2015 "After" Prom and "After" Graduation application and instructions, which was forwarded to all Jackson County high schools
- Attended the annual Office of Highway Safety Planning Summit
- Submitted enforcement reports to OHSP for impaired driving zones
- Prepared and distributed the 2016 call for grant applications, which included a public notice in the Jackson Citizen Patriot
- Attended the Capital Area Traffic Safety Committee meetings in Lansing
- Updated the JTSP bylaws to include the Jackson County Department of Health and the Michigan Department of Transportation as members
- Worked with OHSP to receive access to traffic crash information through their office



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