

AGENDA

REGION 2 PLANNING COMMISSION

Executive Committee

FOR FURTHER INFORMATION CONTACT:

**Steven Duke, Executive Director
(517) 768-6706**

DATE: Thursday, February 9, 2017

TIME: 2:00 P.M.

WHERE:

**Hillsdale City Hall
97 N. Broad Street
Hillsdale, MI 49242**

Comments will be solicited on each item following discussion and prior to any final action.

	<u>PAGE #</u>
1. Call to Order	
2. Pledge of Allegiance	
3. Approval of the Agenda – ACTION	
4. Public Comment	
5. Approval of Action Taken at the December 8, 2016 Executive Committee Meeting (see enclosure) – ACTION	2
6. Receipt of Treasurer's Report of January 31, 2017 (see enclosure) – ACTION	5
7. Approval of the February 9, 2017 Submitted Bills (see enclosure) – ACTION	9
8. Staff Progress Report for January, 2017 (see enclosure) – DISCUSSION	10
9. Report of the Nominating Committee – Election of the R2PC Officers for 2017 (see enclosure) – ACTION	15
10. Regional Prosperity Initiative 2017 Grant Application Update – DISCUSSION	
11. Hillsdale, Jackson, and Lenawee Counties Rural Task Force Meetings' Update – Proposed Projects for FY 2017-2020 – DISCUSSION	
12. Hillsdale County Economic Development Partnership Update, Sue Smith – PRESENTATION	
13. Update on New Employee Search (see enclosures) – DISCUSSION	16
14. Other Business	
• City of Tecumseh Parks & Recreation 5-Year Plan (see enclosure)	18
• City of Tecumseh Review Period for South Evans Sub-Area Plan (see enclosure)	19
15. Public Comment	
16. Adjournment	

Region 2 Planning Commission

120 West Michigan Avenue • Jackson, Michigan 49201 • ☎ (517) 788-4426 • 📠 (517) 788-4635

Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

MINUTES

Region 2 Planning Commission – Executive Committee
Jackson County Tower Bldg. – 17th Floor
120 W. Michigan Ave.
Jackson, MI 49201

Thursday, December 8, 2016

- I. **Call to Order** – Chair Rice called the meeting to order at 2:00 p.m. A quorum was present.

Executive Committee Members:

✓ Beeker	Hayes	✓ Rice
✓ Bryant	Herl	Rohr
✓ Burtch	Johnson	✓ Sigers
✓ Dotterweich	✓ Knoblauch	✓ Terry
Duckham	Koch	✓ Tillotson
✓ Gaede	✓ Polaczyk	✓ Wittenbach
✓ Gould	✓ Quigley	✓ Wonacott

Key: ✓ = present

Other Commissioners Present: Broderick, Griewahn, Guetschow, Kubish, Overton, Welsh

Others Present: Monica Bowman and Melissa Merkel, Jackson College; Debra Kabit-skey, Jackson County

Staff Present: Bauman, Dawson, Duke

- II. **Pledge of Allegiance** – The Committee joined in the Pledge of Allegiance. Introductions were made.
- III. **Approval of the Agenda** – Mr. Duke requested the agenda be amended to include a letter from Summit Township regarding a notification of the adoption of the 2016 edition

of their Master Plan. A motion was made by Comm. Tillotson, supported by Comm. Polaczyk, to approve the December 8, 2016 Executive Committee agenda as amended. The motion carried unanimously.

- IV. **Public Comment** – Chair Rice asked for public comment. No public comments were received.
- V. **Approval of Minutes of the October 13, 2016 Executive Committee Meeting** – A motion was made by Comm. Dotterweich, supported by Comm. Polaczyk, to approve the October 13, 2016 Executive Committee meeting minutes as presented. The motion carried unanimously.
- VI. **Receipt of the Treasurer's Report of November 30, 2016** – A motion was made by Comm. Dotterweich, supported by Comm. Knoblauch, to receive the November 30, 2016 Treasurer's Report as submitted. The motion carried unanimously.
- VII. **Approval of the December 8, 2016 Submitted Bills** – A motion was made by Comm. Dotterweich, supported by Comm. Sigers, to approve payment of the December 8, 2016 submitted bills as presented. The motion carried unanimously.
- VIII. **Staff Progress Report for November, 2016** – The staff progress report was included in the agenda packet for Committee review. Mr. Duke reported on a number of projects and activities that staff had worked on during the month of November.
- IX. **Michigan Citizen Planner Course/Michigan Association of Planning Annual Conference Presentation** – Comm. Bryant briefly reviewed the topics presented and discussed at the Michigan Citizen Planner courses she attended during the Michigan Association of Planners annual conference held in Kalamazoo. She found the information very valuable in her role as a R2PC Commissioner and thanked the Commission for covering her expenses to attend the conference.
- X. **JACTS FY 2016 Obligated List of Federal-Aid Projects** – Mr. Dawson distributed and presented the list of federally-funded road and transit obligated in Jackson County during FY 2016 (October 1, 2015 – September 30, 2016). The annual listing and publication of the projects is a requirement of all metropolitan planning organizations.
- XI. **R2PC Annual Asset Management Report** – Mr. Dawson distributed a map illustrating the 2015-2016 PASER ratings collected on all the federal-aid roadways in the three-county region. He explained that the information could be located on the R2PC website or local agencies can contact him directly to obtain local PASER data for their individual municipalities.
- XII. **Federal Project Review (16-11 & 16-12)**
 - a. Recess Executive Committee and convene the Review Committee – A motion was made by Comm. Dotterweich, supported by Comm. Polaczyk, to recess the Executive Committee and convene the Review Committee.
 - b. Madison Charter Township is submitting a project requesting federal funds for the renovation of two recently purchased buildings for use by the police and

DPW departments, which are currently housed in the township hall. Federal funds requested total \$1,299,633.

Jackson College is requesting federal funding to initiate an Upward Bound project to serve sixty (60) disadvantaged, first-generation, disabled and academically at-risk students attending Jackson High School. This will be a five-year program requesting \$257,500 in federal funds annually.

No Commissioner comments were received on either of these projects.

- c. Recess the Review Committee and Re-convene the Executive Committee – A motion was made by Comm. Polaczyk, supported by Comm. Dotterweich, to recess the Review Committee and re-convene the Executive Committee. The motion carried unanimously.

XIII. **Other Business** – As required by the Michigan Planning Enabling Act, the following communities have notified the Region 2 Planning Commission that they have either completed, or are in the process of updating/developing a Master Plan:

- Village of Blissfield (Lenawee County)
- Summit Township (Jackson County)

In other business, Chair Rice requested that Mr. Duke prepare a certificate commending Comm. Hayes for his years of service on the R2PC. Comm. Hayes has indicated he will no longer be able to continue his activities on the R2PC due to on-going health issues.

Chair Rice requested that an Ad Hoc committee be organized to review and update the R2PC bylaws, which were last revised in 1999. Volunteering for the Committee were Comms. Broderick, Dotterweich, Gaede, and Sigers. Chair Rice and Executive Director Duke will also participate on the Ad hoc committee.

No other business was brought before the Committee.

XIV. **Public Comment** – No public comments were received.

XV. **Adjournment** – There being no further business, the meeting was adjourned by Chair Rice at 2:51 PM.

Ron Hayes
Secretary

REGION 2 PLANNING COMMISSION
Treasurer's Report - Monthly Summary
as of January 31, 2017

Checking Account Balance ending December 31, 2016	\$	649,694.49
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Deposit Summary:

January 2017 EFT Deposits	\$	6,976.75
January Bank Deposits		-
January Adjustments		(708.66)
Total Deposits plus Bank Balance	\$	655,962.58

Expenses:

Submitted Expenses - January 2017**	\$	(31,675.19)	
Interim Expenses		(19,154.36)	
Payroll/Related Expenses		(20,054.25)	
Subtotal of Expenses	\$	(70,883.80)	\$ (70,883.80)
Balance Checking Account ending January 31, 2017			\$ 585,078.78
Balance CD Investments ending January 31, 2017			\$ 101,401.77
Total Cash on Hand	\$		686,480.55

**Note that this amount can include cleared checks from prior months' submitted bills.

REGION 2 PLANNING COMMISSION
Deposits and Adjustments to Cash
as of January 31, 2017

EFT Deposits:		
1/31/2017	Lenawee County Quarterly Membership Dues	\$ 6,976.75
	Subtotal - EFT Deposits	\$ 6,976.75
1/31/2017 <i>No January Check Deposits</i>		-
	Subtotal - Check Deposits	\$ -
1/31/2017 Adjustments to cash:		
	<i>Bank fees - January</i>	\$ (63.31)
	<i>Paycor Fees - January</i>	\$ (308.95)
	<i>Credit Card Charges - Supplies</i>	\$ (336.40)
	Subtotal - Adjustments to Cash	\$ (708.66)
Total Net Deposits for January 2017		\$ 6,268.09

REGION 2 PLANNING COMMISSION
INTERIM BILLING and PAYROLL EXPENSES
January 31, 2017

Interim Billing for January, 2017

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
BS&A	Update AP/GL Programs	\$ 1,070.00	14039
Jackson County	Accounting Services & Pstg. Dec. 2016	\$ 2,147.46	14040
Jackson County	Phone Dec. 2016	\$ 267.74	14040
Kuntzsch	Sept. 2016 RPI Services	\$ 14,000.00	14045
Mlive	Advertising for JACTS Dec. 2016	\$ 161.40	14044
Monroe ISD	RPI FY 2017	\$ 1,298.81	14047
Speedy Printing	Copying R2PC January Packet	\$ 179.20	14036
The Water Store	Supplies for Jan. 2017	\$ 29.75	14052
Total Interim Billing for January 31, 2017		<u>\$ 19,154.36</u>	

Payroll & Travel Related Expenses:

<i>Paid January 13, 2017</i>	<i>by Direct Deposit/EFT</i>	
Paycor	Payroll Disbursement*	\$ 11,800.87
		<u>\$ 11,800.87</u>

<i>Paid January 27, 2017</i>		
Paycor	Payroll Disbursement	\$ 7,887.29
G. Bauman	Travel Reimbursement	\$ 216.61
S. Duke	Travel Reimbursement	\$ 149.48
		<u>\$ 8,253.38</u>

Total Payroll Expenses for January, 2017	<u>\$ 20,054.25</u>
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* Includes Health Savings Plan annual deductible of \$1350.00/employee

Region 2 Planning Commission
Outstanding Accounts Receivable
FY 2017

Municipality/Source	Date	Inv. No.	Amount
<i>None recorded this month.</i>			-
<i>FY 2017 Balance as of January 31, 2017</i>			<i>\$ -</i>

REGION 2 PLANNING COMMISSION
Submitted Bills
February 9, 2017

Vendor	Description	Amount Due
Blue Cross/Blue Shield/ PX	Prescription Coverage (SD) Jan.-Mar. 2017	\$ 374.40
Blue Cross/Blue Shield	Health Ins. Feb. 2017	\$ 1,249.89
County of Jackson	Rent Expense for Feb. 2017	\$ 2,899.77
Hillsdale Daily News	Subscription Renewal/RTF Advertising	\$ 403.17
ICMA Retirement Corp.	Quarterly Fee	\$ 250.00
ICMA Retirement Trust	ICMA 401 Contribution	\$ 1,439.29
Michigan Assoc. of Planning	Planner Position Advertising	\$ 150.00
Springport Twp. P.D.	FY 2017 Grant (Jan. 2017)	\$ 1,458.70
The Water Store	Supplies Jan. 2017	\$ 6.75
Unemployment Ins. Agency	Reimbursing Benefit Charges.	\$ 0.28
VantagePoint Transfer Agents	ICMA RHS Contribution	\$ 131.63
Walton Agency	Mgmt. Liability Ins. Policy Renewal for 2017	\$ 2,559.00
	Total Submitted Billing - February, 2017	<u>\$ 10,922.88</u>

Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

Staff Progress Report *January, 2017*

Area-Wide Regional Planning Activities

Economic Development

- Staff attended the monthly meetings of the City of Jackson DDA committee.
- Staff began to recruit local officials to serve on the committee which will develop the 2017 Comprehensive Economic Development Study (CEDS).
- Staff attended the January 12, 2017, informational session on Redevelopment Ready Communities sponsored by the Michigan Economic Development Corporation (MEDC).
- Staff participated in the January 25, 2017, quarterly conference call convened by the Chicago Regional Office of the US Economic Development Administration.

Michigan Association of Regions

- Staff participated in the January 10, 2017, meeting of the Michigan Association of Regions (MAR).

Regional Transportation Planning Hillsdale, Jackson, and Lenawee Counties

Program Management

- Staff updated the federal/state funding totals received from MDOT increasing the 3-county Rural Task Forces funds for FY 2017. Staff set up and hosted County Rural Task Force meetings in January to solicit and review potential projects in order to program the additional dollars. All 3 counties have received an increase in federal funding in FY 2017 due to redistribution. These funds can only be spent on projects outside urbanized areas. The review of projects previously programmed for the FY 2017-2020 time frame and affirmation of the projects was completed at the January meetings. A three-county meeting will be held later in February to review and confirm the projects selected prior to them being submitted to MDOT for approval.
- Staff attended the Regional Transit Initiative meeting in Ann Arbor. Staff and representatives from Public Sector Consultants are in the process of preparing a final report to submit to MDOT listing identified service gaps and potential projects that could receive funding from the state to improve regional service.

[January, 2017 Staff Progress Report]

Assistance to Local Governments

- The Asset Management Report for 2015-2016 has been completed and is available on the website. Township/Village/City analysis or maps are available for jurisdictions that are interested.

Metropolitan Area Transportation Planning Jackson Area Comprehensive Transportation Study

Technical Assistance

- While R2PC is in the process of recruiting to fill the Transportation Planner position, we have temporarily shifted the administration of the Walkable Communities Coalition back to the organization itself. The development of a County-wide non-motorized plan is a high priority of the WCC, and they will be working with R2PC and AARP representatives to move forward. R2PC will be requesting from MDOT an additional \$40,000 in planning funds with \$10,000 in local match funding provided by the City of Jackson and Jackson County.

Program Management

- Staff attended the monthly directors' meeting of the Michigan Transportation Planning Association.
- Staff attended the quarterly Jackson County GIS Committee meeting.
- Staff conducted the monthly meetings of the JACTS Technical Advisory and Policy committees.
- Staff reviewed two (2) RFPs submitted by consultants to review service and staff organizational structure and make recommendations regarding these matters to the Jackson Area Transportation Authority. Funding for this study was provided by the Federal Transit Administration.

Long Range Transportation Plan

- Staff attended a Long Range Planning Workshop conducted by MDOT and FHWA. Staff is working with MDOT to update existing employment totals throughout the county

Unified Work Program (UWP)

- Staff is preparing an amendment for the Jackson County Non-Motorized Transportation plan that will need approval by the R2PC prior to submitting it to MDOT.

Transportation Improvement Program (TIP)

- MDOT and JCDOT amendments to the JACTS FY 2017-2020 have been processed by staff and submitted to MDOT and FHWA for review and approval.
- Staff attended training on a new computer software program entitled JobNET for programming future TIP projects.

Jackson Traffic Safety Program

- Staff prepared agenda packet for quarterly meeting; attending meeting and compiled minutes.

[January, 2017 Staff Progress Report]

- Staff submitted OHSP quarterly progress report.
- Staff submitted strategic plans to OHSP for the remainder of the fiscal year.

Local Planning Assistance

The requests of member units of government within Hillsdale, Jackson, and Lenawee Counties are listed below. These activities were prepared at cost to the individual units requesting the service (unless alternative funding was available).

Hillsdale County

City of Jonesville

- Staff spoke with the City Manager on January 25, 2017, regarding the update to the City of Jonesville Master Plan. The planning process is likely to include a community visioning session and a joint economic development strategy among the City's Downtown Development Authority (DDA), Local Development Finance Authority (LDFA), Planning Commission, and City Council.

City of Litchfield

- Staff completed a draft of Appendix B of the City of Litchfield Master Plan which summarizes the results of the resident survey conducted for the planning document. Staff also facilitated the January 25, 2017, meeting of the Planning Commission during which the survey results were presented. Work also began on revising the goals and recommendations to be included in the Plan.

Jackson County

Blackman Township

- Staff provided a recommendation to the Blackman Township Planning Commission on the proposed rezoning—from Agricultural (AG-1) to General Commercial (C-2)—of property located in the north-east quarter of the intersection of Rives Junction Road and Clinton Road (M-50).
- Staff continued to consult with Township officials regarding a draft Blackman Township Parks and Recreation Plan and the state-mandated approval process for the document.

Concord Township

- Staff provided some possible zoning regulations regarding gun ranges to a Planning Commissioner.

County of Jackson

■ County Planning Commission (JCPC)

Staff facilitated the January 12, 2017, meeting of the JCPC. Staff reports regarding proposed rezonings in Columbia, Blackman, Napoleon, and Hanover Townships, text amendments to the zoning ordinances of Blackman and Grass Lake Townships, and Farmland and Open Space Preservation Program (PA 116) applications for farmland in Liberty and Concord Townships were prepared for the Commission.

■ Jackson County Solid Waste Management Plan

Staff continued to receive resolutions of adoption from municipalities regarding the 2016 Amend-

[January, 2017 Staff Progress Report]

ment of the Jackson County Solid Waste Management Plan. Staff received 21 resolutions as of January 25, 2017, more than the 19 resolutions necessary to meet the 67% municipal approval rate required by the Michigan Department of Environmental Quality (MDEQ). The plan and associated documentation will be sent to the MDEQ in February.

■ Upper Grand River Water Trail

Staff participated in the January 4, 2017, meeting of the committee developing the Upper Grand River Water Trail Development Plan. Staff also began to make revisions to a series of maps included in the Plan.

■ Jackson County Bi-Annual Report

Staff was available to answer the questions of the County Agencies and Affairs Committee of the Jackson County Board of Commissioners on January 9, 2017, regarding the R2PC's bi-annual report for the second half of 2016 (July 1, 2016, through December 31, 2016).

■ Jackson County Parks

Staff met with Jackson County Parks officials on January 9, 2017, to discuss plans for the park system and the need to amend the City of Jackson and Jackson County Joint Recreation Plan.

Liberty Township

- Staff facilitated the January 9, 2017, meeting of the Liberty Township Planning Commission regarding the update of the Liberty Township Master Plan. The survey to be included in the Plan was finalized.

Leoni Township

- Staff participated in the January 20, 2017, meeting of the ad hoc committee charged with developing a canoe/kayak launch near the dam on the Grand River in Michigan Center.

Pulaski Township

- Staff facilitated the January 17, 2017, meeting of the Pulaski Township Planning Commission regarding the update of the Pulaski Township Master Plan. The survey to be included in the Plan was finalized.

Rives Township

- Staff facilitated the January 5, 2017, meeting of the Rives Township Planning Commission regarding the update of the Rives Township Master Plan. The second chapter of the Plan was reviewed and the survey to be included in the Plan was finalized.

Spring Arbor Township

- Staff participated in the January 18, 2017 workshop sponsored by the Michigan Department of Natural Resources (MDNR) regarding 2017 MDNR recreation grant applications in preparation for assisting the Township in the development of grant application.

[January, 2017 Staff Progress Report]

Lenawee County

Village of Blissfield

- Staff began work on the proposed demographic appendix which will be included in the update of the Village of Blissfield Comprehensive Plan.

County of Lenawee

- **County Planning Commission (LCPC)** — Staff facilitated the January 19, 2017, meeting of the Commission during which rezonings in Woodstock and Rollin Townships and various PA 116 Farmland Agreements in Cambridge (3) and Palmyra Townships were reviewed and recommended.
- **County Solid Waste Planning Committee** — Staff helped to organize and participated in the January 18, 2017, informational meeting regarding the proposed amendments to the Lenawee County Solid Waste Management Plan to which all of the municipalities in Lenawee County were invited.

Macon Township

- Staff attended the January 23, 2017, meeting of the Macon Township Planning Commission and discussed the need to amend the Township's zoning ordinance to regulate large-scale solar energy farms.

City of Morenci

- Staff added a mixed-use district to the City's draft future land use map at the request of the City Administrator.

Rollin Township

- Staff met with a Planning Commissioner to discuss a potential amendment to the Rollin Township Master Plan.

Region 2 Planning Commission



MEMORANDUM

TO: Region 2 Planning Commission Executive Committee

FROM: Steven Duke, Executive Director

DATE: February 3, 2017

SUBJECT: Election of 2017 R2PC Officers

Section VII of the R2PC Bylaws specifies that the officers of the Commission; which shall include a Chair, Vice-Chair, Treasurer, and Secretary; shall be elected by the Executive Committee from its members. Officers shall serve for a period of not more than two years. Officer positions are also to be rotated among counties.

The current officers who have served one year in their present positions (except the Secretary) are: Chair – Carl Rice, Jr. (Jackson County); Vice-Chair – Ralph Tillotson (Lenawee County); Treasurer – Doug Terry (Hillsdale County); and Secretary – Chris Wittenbach (Lenawee County).

Officers are recommended by the Nominating Committee. The Nominating Committee met on Monday, December 19, 2016 and recommended the re-election of the current slate of officers for the completion of a second year of service to the Commission (except Secretary Wittenbach, who will be serving his first term).

In addition, nominations may be taken from the floor.

ASSISTANT/ASSOCIATE PLANNER

The Region 2 Planning Commission (Hillsdale, Jackson and Lenawee Counties) is seeking applicants for an Assistant/Associate Planner position. Job responsibilities include assisting the Principal Planners with the development of comprehensive and recreation plans; preparation of zoning ordinances and amendments; solid waste planning; economic development activities; assisting with urban (MPO) and regional transportation planning activities; and presentations at planning commission and local governmental meetings. General requirements for the position include a Master's degree in urban planning or a Bachelor's degree with some work-related experience. Possession of AICP certification may be substituted for some work experience. Knowledge of Michigan planning and zoning laws, GIS programs, and strong written, oral, computer and presentation skills are preferred.

Salary: \$38,500 to \$43,000 salary range depending on experience and qualifications. Benefits include a comprehensive health/dental/optical plan and benefits package. The R2PC is an Equal Opportunity Employer.

Please submit a letter of interest, resume, and salary history by ***Friday, February 17, 2017 at 5:00 p.m.*** to:

Region 2 Planning Commission
Att: Mr. Steven Duke, Executive Director
120 W. Michigan Avenue, 9th Floor
Jackson, Michigan 49201
(517) 788-4426
Fax: 517-788-4635
www.region2planning.com

PRINCIPAL TRANSPORTATION PLANNER

The Region 2 Planning Commission (Hillsdale, Jackson and Lenawee Counties) is seeking applicants for a Principal Transportation Planner position. Job responsibilities include the management and supervision of the Jackson County Metropolitan Planning Organization (MPO) addressing the requirements of applicable federal and state transportation planning regulations. This would include the preparation and maintenance of the Transportation Improvement Program; the Long Range Transportation Plan; and, the annual Unified Transportation Work Program and budget. Other regional transportation activities include the collection of Asset Management data; coordinating the Rural Task Force and Small Urban meetings; management of the CMAQ program for Lenawee County; and, presentations at planning commission and local governmental meetings. General requirements for the position include a Master's or Bachelor's degree in urban planning with a minimum of three years progressively responsible work-related experience; knowledge with GIS programs; and strong written, oral, computer and presentation skills are preferred. Possession of an AICP certification may be substituted for some work experience. Knowledge of Michigan planning and zoning laws, GIS programs, and strong written, oral, computer and presentation skills are preferred.

Salary: \$62,500 to \$70,000 salary range depending on experience and qualifications. Benefits include a comprehensive health/dental/optical plan and benefits package. The R2PC is an Equal Opportunity Employer.

Please submit a letter of interest, resume, and salary history by **Friday, February 17, 2017 at 5:00 p.m.** to:

Region 2 Planning Commission
Att: Mr. Steven Duke, Executive Director
120 W. Michigan Avenue, 9th Floor
Jackson, Michigan 49201
(517) 788-4426
Fax: 517-788-4635
www.region2planning.com



January 11, 2017

Steve Duke, Executive Director
Region 2 Planning Commission
120 West Michigan Avenue
Jackson, Michigan 49201

Subject: City of Tecumseh Parks and Recreation 2017-2021 Five Year Plan

Dear Mr. Duke,

In order to maintain eligibility for federal and state funding for recreation projects, local units of government must have a recreation plan approved by the Michigan Department of Natural Resources & Environment. Copies of the plan must also be made available to the Region 2 Planning Commission and County of Lenawee. The following link provides access to the City of Tecumseh Parks and Recreation 2017-2021 Five Year Plan:

<http://www.mytecumseh.org/government/parks-rec/parks-and-recreation-2.htm>

Please contact me if you have any questions.

Sincerely,

Shelley Lim
Parks and Recreation Director
City of Tecumseh
slim@tecumseh.mi.us
517-423-5602

Innovative ♦ Timeless ♦ Inviting



January 17, 2017

REGION 2 PLANNING COMMISSION
GRANT BAUMAN, AICP, PRINCIPAL PLANNER
JACKSON COUNTY TOWER BUILDING – 9TH FLOOR
120 WEST MICHIGAN AVENUE
JACKSON, MICHIGAN 49201

RECEIVED
JAN 17, 2017
Per _____

Subject: 63-day Review Period for the South Evans Sub-Area Plan

Dear Mr. Bauman,

Please be advised that the City of Tecumseh has developed a South Evans Sub-Area Plan in order to integrate the proposed redevelopment of the site into the surrounding neighborhood, consistent with the provisions of the Michigan Planning Enabling Act, Public Act 33 of 2008, as amended. The *South Evans Sub-Area* site is approximately bound by Evans St. on the west, Cummins St. on the north, Maumee St. on the east and Russell Rd. on the south.

The City of Tecumseh has been working with the City's planning consultant, McKenna & Associates, to prepare the Sub-Area Plan. The distribution of the proposed master plan for a 63-day public review period was approved by Tecumseh City Council at its regular meeting on January 16, 2017. Following the 63-day public review period, the City will hold a public hearing to gather public comment prior to Plan adoption.

Your comments and questions can be sent via email to braymond@tecumseh.mi.us or mailed to:

City of Tecumseh
Attention:
Bradley A. Raymond
Building Services Director
309 E. Chicago Blvd.
Tecumseh, MI. 49286

A copy of the draft plan has been uploaded to the City's website (www.mytecumseh.org) for your review and comment. If you would prefer to receive the Sub-Area Plan in paper form, please return one signed copy of this letter for the City's files as authorization.

We thank you in advance for your assistance with the City of Tecumseh's Sub-Area Plan.

Sincerely,

Bradley A. Raymond
Building Services Director
Tecumseh, Michigan

I/WE PREFER INFORMATION IN PAPER FORM ONLY

Signature Date

Date Name and Title

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