

# AGENDA

# REGION 2 PLANNING COMMISSION

## Full Commission

### FOR FURTHER INFORMATION CONTACT:

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

**DATE:** Thursday, July 13, 2017

**TIME:** 2:00 P.M.

**WHERE:**

**Lenawee Co. Library  
4459 W. U.S. 223  
Adrian, MI 49221**

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

### PAGE #

1. Call to Order
2. Pledge of Allegiance
3. Approval of the Agenda – **ACTION**
4. Public Comment
5. Approval of Minutes of the May 11, 2017 Full Commission Meeting (see enclosure) – **ACTION** 2
6. Approval of Action Taken at the June 8, 2017 Executive Committee Meeting (see enclosure) – **ACTION** 6
7. Receipt of Treasurer's Report of June 30, 2017 (see enclosure) – **ACTION** 9
8. Approval of July 13, 2017 Submitted Bills (see enclosure) – **ACTION** 13
9. Staff Progress Report for June, 2017 (see enclosure) – **DISCUSSION** 14
10. I-94 Planned Improvements – 2018 Cooper Street Interchange/Grand River Bridge Reconstruction and Other Upcoming Projects, Jack Rick, MDOT (see enclosure) - **PRESENTATION** 19
11. Approval of Amendments to the JACTS FY 2017-2020 Transportation Improvement Program (TIP) (see enclosures) – **ACTION** 24
  - Michigan Department of Transportation
  - Jackson Area Transportation Authority
12. "Planning for Connected and Automated Vehicles," Rory Neuner, Public Sector Consultants (see enclosure) – **PRESENTATION** 27
13. Approval of EDA Comprehensive Economic Strategy (CEDS) Grant Application Resolutions (see enclosures) -- **ACTION** 36
  - Financial - Commitment of Local Matching Funds
  - Signature Authorization
14. Federal Project Review (17-11 & 17-12) – **ACTION** 39
  - a. Recess Full Commission and convene the Review Committee
  - b. Review and comment on Project Notification (see enclosure)
  - c. Recess the Review Committee and re-convene the Full Commission
15. Approval of Travel to the Michigan Association of Regions (MAR) Annual Meeting in Alpena, July 16-18, 2017 (see enclosure) – **ACTION** 48
16. Other Business 49
  - Location for R2PC FY 2018 Annual Meeting – Hillsdale, MI
  - Bylaws Ad Hoc Committee Update
  - Adoption of Sylvan Township Master Plan
  - 2017 Regional Transportation Safety Plan
17. Public Comment / Commissioners' Comments
18. 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*

## MEETING MINUTES

### Region 2 Planning Commission - Full Commission

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

**Thursday, May 11, 2017**

- I. **Call to Order** – Chair Rice, Jr. called the meeting to order at 2:05 p.m. A quorum was present.

Attendance:

Acker	✓ Dotterweich (E)	Kalusniak	Sessions
Bailey	✓ Driskill	Kastel	Shotwell
Baker	✓ Duckham (E)	Keck	✓ Sigers (E)
Bales	Emmons	✓ Knoblauch (E)	Smith
Barnhart	✓ Fessel	Knox	✓ Southworth
Beach	✓ Gaede (E)	Koebbe	Spencer
✓ Beeker (E)	Gallagher	Koehn	Spink
Blythe	Gamez	Kubish	Stormont
Boggs	J. Gould	Lance	✓ Terry (E)
Bolton	✓ L. Gould (E)	✓ Linnabary	✓ Tillotson (E)
Bower	✓ Grabert	✓ Mahoney	Tompkins
Broderick	✓ Gray	Navarro	Votzke
Bryant (E)	Griewahn	Nolte	Wagner
M. Burns	✓ Guetschow	Overton	Wardius
S. Burns	Hartsel	Palmer	Webb
T. Burns	Hawley	Platt	✓ Welsh (E)
Burtch (E)	Herl (E)	Polaczyk (E)	Wilson
Bush	Herlein	✓ Quigley (E)	Wismar
Cavasin	Isley	Reiser	✓ Wittenbach (E)
Chamberlain	✓ Jancek (E)	✓ Rice, Jr. (E)	✓ Wonacott (E)
Collins	Jeffrey	Richardson	
Cornish	Jenkins	Rohr (E)	
Cousino	Elwin Johnson (E)	Schlecte	
✓ Cure	Eric Johnson	SeGraves	
David	Jones	Seegert	

**Key:** ✓ = present      (E) = Executive Committee member

Staff Present: Steve Duke, Executive Director

Others Present: Mary Baird; Amy Carey, Siena Heights University; Jerry Drake, City of Jonesville; Matt Draud, Siena Heights University

- II. **Pledge of Allegiance** – Those in attendance rose and joined in the Pledge of Allegiance.
- III. **Approval of the Agenda** –The motion was made by Comm. Jancek, and supported by Comm. Mahoney, to approve the May 11, 2017 agenda as presented. The motion carried unanimously.
- IV. **Public Comment** – Chair Rice, Jr. requested public comment. No public comments were received.
- V. **Approval of Minutes of the March 9, 2017 Full Commission Meeting** – The motion was made by Comm. Jancek, supported by Comm. Knoblauch, to approve the minutes of the March 9, 2017 Full Commission meeting as presented. The motion carried unanimously.
- VI. **Approval of Action Taken at the April 13, 2017 Executive Committee Meeting** –The motion was made by Comm. Jancek, supported by Comm. Wonacott, to approve the action taken at the April 13, 2017 Executive Committee meeting. The motion carried unanimously.
- VII. **Receipt of Treasurer’s Report of April 30, 2017** – A motion was made by Comm. Mahoney, and supported by Comm. Jancek, to receive the April 30, 2017 Treasurer’s Report as presented. The motion carried unanimously.
- VIII. **Approval of May 11, 2017 Submitted Bills** – A motion was made by Comm. Knoblauch, and supported by Comm. Jancek, to approve payment of the May 11, 2017 submitted bills. The motion carried unanimously.
- IX. **Staff Progress Report for April** – Mr. Duke reviewed the staff activities undertaken during the month of April.
- X. **Approval of MDOT Administrative Modifications to the JACTS FY 2017-2020 Transportation Improvement Program (TIP)** – The Michigan Department of Transportation proposed the following Administrative Modifications to the JACTS FY 2017-2020 Transportation Program:

FISCAL YEAR	PROJECT NAME	LIMITS	PROJECT DESCRIPTION	FUNDING	COMMENTS
2017 JN 120277	M-60	Chapel Rd. to Emerson Rd.	Resurface/widening with CLTL	CON Federal : \$7,585,332 (ST) State: - \$1,682,025 (M) Local - \$174,000	Move CON Phase 2017 to 2018
2018 JN 132577	M-99	I-94 to Willow St.	Resurface – single chip seal with fog seal	PE Federal - \$13,642 (ST) State - \$3,025 (M)	Move PE Phase from 2018 to 2017
2018 JN 132528	M-124	US-12 to M-50	Resurface – single course mill and re-surface	PE Federal - \$16,015 (ST) State - \$3,551 (M)	Move PE Phase from 2018 to 2017
2018 JN 132562	M-60	Spring Arbor Rd to I-94	Resurface – single course mill and re-surface	PE Federal - \$18,979 (NH) State: -\$4,020 (M)	Move PE Phase 2018 to 2017

2018 JN 132575	M-50/US- 127BR	Washing- ton Ave to South St	Concrete pavement repair	PE Federal - \$18,130 (NH) State - \$4,020 (M)	Move PE Phase 2018 to 2017
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The motion was made by Comm. Fessel, supported by Comm. Jancek, to approve the MDOT administrative modifications to the FY 2017-2020 TIP as presented. The motion carried unanimously.

- XI. Report on the Personnel & Finance Committee Meeting of April 26, 2017** – Comm. Terry reviewed for the Commission the memorandum included in the agenda packet regarding proposed salary adjustments for Executive Secretary Liogghio and Principal Planner Bauman. The motion was made by Comm. Jancek, supported by Comm. Duckham, approving the proposed salary adjustments as presented. The motion carried unanimously.
- Comm. Terry discussed the eventual retirement of Mr. Duke and the need to have a succession plan in place well before his retirement. Mr. Duke reported that he would like to continue working full-time for now and then gradually reduce his hours to part-time status. The Commissioners voiced their agreement with Mr. Duke's proposal and requested that he keep the Personnel & Finance Committee informed of his plans.
- XII. Update of the R2PC Bylaws** – Chair Rice reported that now that R2PC has completed hiring new staff, he would like to begin the process of reviewing and updating the R2PC bylaws, that were last updated in 1998. He requested that Commissioners interested in participating on the ad hoc committee contact Ms. Liogghio.
- XIII. Approval of Travel Request to Attend the Annual Michigan Transportation Planning Association Conference in Grand Rapids, July 26-28, 2017** – The motion was made by Comm. Tillotson, supported by Comm. Jancek to approve the travel request authorizing the Executive director, Principal Transportation Planner, and Associate Planner attendance at the MTPA Annual Conference. The motion carried unanimously.
- XIV. Approval of the JACTS FY 2018 Unified Work Program (UWP)** – Mr. Duke reported that he had prepared the JACTS annual work program and budget for FY 2018. The primary activities for FY 2018 include the preparation of the 2045 Long Range Transportation Plan, and the development of performance measures to gauge project effectiveness in the areas of safety and traffic congestion. Other activities include working with a consultant to complete a transit service analysis study for JATA and the completion of a Non-Motorized Plan for Jackson County. Staff has programmed \$268,565 in federal FHWA funds with the local matching funds provided by the Jackson County Department of Transportation, City of Jackson Engineering Department. The motion carried unanimously.
- XV. Approval Authorizing the Chair and Executive Director to Sign MDOT Contract 2018-0007 (MPO Agreement) and MDOT Contract 2018-0019 (Regional Agreement) in Effect from October 1, 2017 – September 30, 2020** – The motion was made by Comm. Wonacott, supported by Comm. Duckham, authorizing the Chair and Executive Director to sign the MDOT project agreements as presented. The motion carried unanimously.

**XVI. Federal Project Review (17-8, 17-9, & 17-10).**

- a. A motion was made by Comm. Tillotson, supported by Comm. Duckham, to recess the Full Commission and convene the Review Committee. The motion carried unanimously.
- b. Three (3) Federal Project Reviews were reviewed by the Committee – Michigan DNR Wildlife Division is proposing to purchase a 32 acre parcel of land to be included as part of the Lost Nation State Game Area (Hillsdale County); and Siena Heights University (Lenawee County) is submitting two (2) applications under Title III Strengthening Institutions. No comments regarding the federal project applications were received.
- c. A motion was made by Comm. Tillotson, supported by Comm. Mahoney, to recess the Review Committee and re-convene the Full Commission. The motion carried unanimously.

**XVII. Other Business** – No other business was presented.

**XVIII. Public Comment/Commissioner Comments** – No additional comments were received.

**XIX. Adjournment** - There being no further business, Chair Rice, Jr. adjourned the meeting at 2:48 PM.

Chris Wittenbach  
Secretary

# Region 2 Planning Commission

*Serving Hillsdale, Jackson and Lenawee Counties*

## MINUTES

Region 2 Planning Commission – Executive Committee  
Jackson County Tower Bldg. – 5<sup>th</sup> Floor  
120 W. Michigan Ave.  
Jackson, MI 49201

**Thursday, June 8, 2017**

- I. **Call to Order** – In the absence of Chair Rice, Vice-Chair Tillotson called the meeting to order at 2:00 p.m. A quorum was present. Mr. Duke introduced the two new R2PC (2) staff members: Ms. DeOliveira and Ms. Gozdiff.

Executive Committee Members:

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

**Key: ✓ = present**

Other Commissioners Present: Grabert, Hawley, Linnabary, Southworth

Others Present: Mary Baird; Josh Bocks, AECOM; Rick Fowler, MDOT; Tyler Kent, MDOT; Lane Masoud, JATA

Staff Present: Bauman, DeOliveira, Duke, Gozdiff

- II. **Pledge of Allegiance** – Those in attendance joined in the Pledge of Allegiance.

- III. **Approval of the Agenda** – A motion was made by Comm. Polaczyk, supported by Comm. Sigers, to approve the agenda as submitted. The motion carried unanimously.
- IV. **Public Comment** – Vice-Chair Tillotson announced the first opportunity for public comment. No public comments were received.
- V. **Approval of Minutes of the April 13, 2017 Executive Committee Meeting** – A motion was made by Comm. Johnson, supported by Comm. Jancek, to approve the April 13, 2017 Executive Committee meeting minutes as presented. The motion carried unanimously.
- VI. **Receipt of the Treasurer's Report of May 31, 2017** – A motion was made by Comm. Jancek, supported by Comm. Polaczyk, to receive the May 31, 2017 Treasurer's Report as submitted. The motion carried unanimously.
- VII. **Approval of the June 8, 2017 Submitted Bills** – A motion was made by Comm. Jancek, supported by Comm. Polaczyk, to approve payment of the June 8, 2017 submitted bills as presented. The motion carried unanimously.
- VIII. **Staff Progress Report for May, 2017** – The staff progress report was included in the agenda packet for Committee review. Mr. Duke reported the progress made to date on the development of a new CEDS document, the Region 9 Prosperity Initiative call for projects, the 2045 Long Range Transportation Plan, and various Local Assistance projects.
- IX. **Review and Approval of the JACTS 2045 Long Range Transportation Plan's Projected Socio-Economic Data** – Mr. Tyler Kent, MDOT, reported that he had completed obtaining and updating local jurisdiction comments regarding 2045 projected socio-economic data prepared for the JACTS travel demand model. The information had been included in the agenda packet for Committee review.

The motion was made by Comm. Jancek, supported by Comm. Johnson, to approve the JACTS 2045 Long Range Transportation Plan projected socio-economic data as presented. The motion carried unanimously.
- X. **"Connecting Jackson County Plan – Review of Recent Regional Studies and Plans"** – Ms. Lane Masoud, Jackson Area Transportation Authority, and Mr. Josh Bocks, AECOM Consultants, reviewed the objectives of a study presently underway to evaluate the existing public transportation system's ability to provide effective transport for Jackson area residents to get to basic services such as employment, school, medical facilities, retail, etc. AECOM will develop and present implementable solutions to overcome barriers and eliminate any inefficiencies.
- XI. **Approval of the R2PC FY 2018 Planning Work Program (PWP) and Budget** – Mr. Duke explained that he had prepared the FY 2018 annual Planning Work Program and budget for the R2PC. The total revenue expected is approximately \$1,058,000 with the major focus of staff activities to include both urban and regional transportation, local

planning assistance to member agencies, and continuing with the Regional Prosperity Initiative.

The motion was made by Comm. Jancek, supported by Comm. Polaczyk, to approve the R2PC FY 2018 Planning Work Program and budget as presented. The motion carried unanimously.

- XII. **Highlights of the On-going Comprehensive Economic Development Study (CEDS) Update** – Mr. Bauman reported that staff is currently in the process of preparing the 5-year update of the 3-county CEDS document as required by the U.S. Economic Development Administration (EDA). He gave a PowerPoint presentation reviewing activities that have either been completed or underway including travel patterns, employment data, and a SWOT analysis. The CEDS plan is expected to be completed in September.
- XIII. **Approval of the R2PC FY 2018 Regional Transportation Work Program and Budget** – Mr. Duke explained that staff had prepared the FY 2018 Regional Transportation Work Program detailing activities and services for Hillsdale, Jackson, and Lenawee counties. Total budget for the work program is \$42,000 which is provided by the Michigan Department of Transportation. A resolution accepting the grant was also included in the agenda packet.

The motion was made by Comm. Jancek, supported by Comm. Polaczyk, to approve the FY 2018 Regional Transportation Work Program as presented and to authorize the R2PC Chair and Executive Director to sign the resolution and agreement with MDOT for receipt of the grant funds. The motion carried unanimously.

- XIV. **Other Business** – Mr. Duke announced that the next meeting of the R2PC Full Commission will be in Adrian, July 13<sup>th</sup>. The agenda will include the approval of MDOT TIP amendments and a presentation on the planning for connected and automated vehicles. As in previous years, Mr. Duke said he will probably cancel the August meeting unless something time sensitive arises.

Comm. Gaede asked if someone representing Amtrak could attend a future meeting.

No other business was brought before the Committee.

- XV. **Public Comment / Commissioner Comments** – Vice-Chair Tillotson announced the second opportunity for public comment. No public or Commissioner comments were received.
- XVI. **Adjournment** – There being no further business, the meeting was adjourned by Vice-Chair Tillotson at 3:15 p.m.

Chris Wittenbach  
Secretary



**REGION 2 PLANNING COMMISSION**  
**Treasurer's Report - Monthly Summary**  
**as of June 30, 2017**

Checking Account Balance ending May 31, 2017	\$	688,198.97
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**Deposit Summary:**

June 2017 EFT Deposits	\$	35,773.95
June Bank Deposits		1,171.93
June Adjustments		(3,906.78)
<b>Total Deposits plus Bank Balance</b>	<b>\$</b>	<b><u>721,238.07</u></b>

**Expenses:**

Submitted Expenses - June 2017**	\$	(20,015.18)	
Interim Expenses		(8,906.20)	
Payroll/Related Expenses		(38,941.02)	
<b>Subtotal of Expenses</b>	<b>\$</b>	<b><u>(67,862.40)</u></b>	<b>\$ (67,862.40)</b>
Balance Checking Account ending June 30, 2017			\$ 653,375.67
 Balance CD Investments ending June 30, 2017			 <u>\$ 101,591.45</u>
 <b>Total Cash on Hand</b>	 <b>\$</b>		 <b><u>754,967.12</u></b>

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

**REGION 2 PLANNING COMMISSION**  
**Deposits and Adjustments to Cash**  
**as of June 30, 2017**

<b>EFT Deposits:</b>	
6/30/2017 MDOT FHWA, Invoice 3451	\$ 32,138.40
MDOT FTA - JTA Study, Invoice 3452	498.55
OHSP 2nd Quarter 2017 Revenue	3,137.00
<b>Subtotal - EFT Deposits</b>	<b>\$ 35,773.95</b>
6/30/2017 Village of Blissfield Planning Revenue, Invoice 3446	691.93
Lenawee Annual Dinner Ticket Revenue	480.00
<b>Subtotal - Check Deposits</b>	<b>\$ 1,171.93</b>
6/30/2017 Adjustments to cash:	
<i>Bank fees - June</i>	\$ (129.61)
<i>Paycor Fees - June</i>	(308.30)
<i>Credit Card Charges - Lenawee Annual Dinner Catering</i>	(1,380.03)
<i>Credit Card Charges - Conference Lodging/Meals</i>	(1,636.35)
<i>Credit Card Charges - Postage</i>	(147.42)
<i>Credit Card Charges - Supplies</i>	(305.07)
<b>Subtotal - Adjustments to Cash</b>	<b>\$ (3,906.78)</b>
<b>Total Net Deposits for June 2017</b>	<b>\$ 33,039.10</b>

**REGION 2 PLANNING COMMISSION**  
**INTERIM BILLING and PAYROLL EXPENSES**  
**June 30, 2017**

Interim Billing for June, 2017

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
<b>American Speedy Print</b>	R2PC June Pkt./Business Cards	\$ 290.56	14133
<b>BC/BS</b>	Office Premium July 2017	\$ 4,513.08	14146
<b>Direct Office Buys</b>	Supplies	\$ 83.19	14136
<b>JATA</b>	Regional Transit Study	\$ 498.55	14138
<b>Jackson County</b>	Phone for May 2017	\$ 323.15	14135
<b>Jackson County</b>	Rent for June 2017	\$ 2,899.77	14145
<b>Ricoh</b>	Maint. Agreement	\$ 278.90	14142
<b>The Water Store</b>	Supplies	\$ 19.00	14143
<b>Total Interim Billing for June 30, 2017</b>		<u>\$ 8,906.20</u>	

**Payroll & Travel Related Expenses:**

*Paid June 2, 2017*

*by Direct Deposit/EFT*

Paycor	Payroll Disbursement	\$ 9,900.04
G. Bauman	Travel Reimbursement	\$ 352.69
T. DeOliveira	Travel Reimbursement	\$ 24.99
A. Gozdiff	Travel Reimbursement	\$ 86.78
S. Richardson	Travel Reimbursement	\$ 46.55
		<u>\$ 10,411.05</u>

*Paid June 16, 2017*

*by Direct Deposit/EFT*

Paycor	Payroll Disbursement	\$ 12,245.92
G. Bauman	Travel Reimbursement	\$ 64.63
S. Duke	Travel Reimbursement	\$ 598.10
T. DeOliveira	Travel Reimbursement	\$ 290.73
A. Gozdiff	Travel Reimbursement	\$ 200.76
		<u>\$ 13,400.14</u>

*Paid June 30, 2017*

*by Direct Deposit/EFT*

Paycor	Payroll Disbursement	\$ 15,011.09
T. DeOliveira	Travel Reimbursement	\$ 85.52
S. Duke	Travel Reimbursement	\$ 33.22
		<u>\$ 15,129.83</u>

**Total Payroll Expenses for June, 2017**

\$ 38,941.02

**Region 2 Planning Commission**  
**Outstanding Accounts Receivable**  
**FY 2017**

Municipality/Source	Date	Inv. No.	Amount
<i>No outstanding invoices for this month.</i>			
<b><i>FY 2017 Balance as of June 30, 2017</i></b>			\$ -

REGION 2 PLANNING COMMISSION  
Submitted Bills  
July 13, 2017

Vendor	Description	Amount Due
<b>AECOM</b>	JATA Regional Transit Study	\$ 8,998.26
<b>Blue Cross/Blue Shield/ Part F</b>	Supplement F Coverage (SD) Aug. 2017	\$ 149.78
<b>County of Jackson</b>	Rent for July 2017	\$ 2,957.77
<b>County of Jackson</b>	Postage/Acct. Services for May 2017	\$ 1,914.35
<b>ICMA Retirement Trust</b>	ICMA 401 Contribution	\$ 2,208.62
<b>Jackson Area Transp. Auth.</b>	Planning Study	\$ 421.85
<b>Jonesville Community Schools</b>	RPI Grant FY 2017	\$ 2,941.29
<b>Mlive</b>	JACTS Advertising	\$ 173.27
<b>Public Sector Consultants</b>	RPI Grant FY 2017 - May 2017 Support	\$ 5,208.35
<b>The Water Store</b>	Supples for June 2017	\$ 24.50
<b>VantagePoint Transfer Agents</b>	ICMA RHS Contribution	\$ 249.99
Total Submitted Billing - July, 2017		<u>\$ 25,248.03</u>



## Staff Progress Report *June, 2017*

### Area-Wide Regional Planning Activities

#### Economic Development

- **Jackson DDA.** Staff attended the monthly meetings of the City of Jackson DDA committee.
- **CEDS (Comprehensive Economic Development Strategy)**
  - Staff facilitated the June 15, 2017, and June 29, 2017 meetings of the CEDS Steering Committee which is engaged in developing the 2017 Edition of the *Region 2 Planning Commission Comprehensive Economic Development Study* (CEDS). The fifth and sixth meetings of the Committee went well. The SWOT (i.e., Strengths, Weaknesses, Opportunities, and Threats) Analysis was completed and a first draft of the Mission Statement and Goals and Objectives were crafted. Meanwhile, staff developed and distributed various memos to the Committee regarding the CEDS and continued the work of rewriting and reformatting the document.
  - Staff developed and submitted a Planning Partnership Assistance grant application to the U.S. Economic Development Administration (EDA) for the annual update of the CEDS document in 2018 and the administration of the R2PC's economic development program.
- **MEDC Redevelopment Ready Communities Workshop**

Staff attended the Michigan Economic Development Commission's (MEDC's) workshop regarding its Redevelopment Ready Communities (RRC) Program on June 20, 2017. The last three of six Best Practice modules were covered. The Program is aimed at municipalities with traditional downtowns or other commercial strips that need reinvestment. Engagement in the RRC Program makes municipalities eligible for MEDC assistance. Staff participation in the workshops in May and June make the R2PC eligible to consult with communities within Region 2 who wish to become RRC Certified.

#### Regional Prosperity Initiative

- **Program Administration and Project Management**
  - Public Sector Consultants (PSC) prepared meeting materials for the June 29 conference call.
  - PSC coordinated with challenge grantees to ensure submission of activity reports for management team review prior to the June 29 call.
  - PSC facilitated the June 29 management team call.

### **[June, 2017 Staff Progress Report]**

- PSC conducted outreach to associations, chambers of commerce, and foundations in each of the six counties to promote the challenge grant request for proposals (RFP).
- PSC created and sent an HTML email to more than 300 people, announcing the release of the challenge grant RFP.
- PSC answered questions from organizations interested in applying for a challenge grant.

#### **■ Development of a Unified Regional Brand**

- PSC performed basic updates to the Greater Ann Arbor Region Prosperity Initiative website.

#### **R2PC Activities**

- The first meeting of the bylaws Ad Hoc committee was conducted. The committee will be reviewing and proposing updates to the bylaws as needed.
- Staff worked on updating the R2PC website through WordPress.

### **Regional Transportation Planning** Hillsdale, Jackson, and Lenawee Counties

#### **Program Management**

- Staff completed the FY 2018 Regional Transportation Work Program which includes activities to be performed in 3-county region.
- Staff is training the new employees on PASER and RoadSoft for the collection of pavement condition ratings to begin in late September.

### **Metropolitan Area Transportation Planning** Jackson Area Comprehensive Transportation Study

#### **Program Management**

- Staff attended the monthly directors' meeting of the Michigan Transportation Planning Association.
- Staff attended the bi-monthly Local Transit Advisory Council (LTAC) meeting.
- Staff attended a MDOT workshop on developing safety performance measures.
- Staff conducted the monthly meetings of the JACTS Technical Advisory and Policy committees.
- Staff completed the Disadvantaged Business Enterprise (DBE) forecasting required by MDOT.

## **[June, 2017 Staff Progress Report]**

### **Long Range Transportation Plan**

- Staff has begun preliminary work on the Long Range Transportation Plan. The plan will be completed in-house. To help guide the process, a steering committee has been identified and contacted. Members of the Steering Committee include representatives from the JACTS Policy Committee, JACTS Technical Committee, the Region 2 Planning Commission, the Jackson Area Transportation Authority, the Michigan Department of Transportation, the Jackson County Department on Aging, the Traffic Safety Committee, Disability Connections, and the Walkable Communities Coalition. A Steering Committee Kickoff Meeting is expected to occur in July. Chapters of the Long Range Transportation Plan will go in front of the Steering Committee in addition to the JACTS Technical Committee, JACTS Policy Committee and Region 2 Planning Commission for review and approval over the duration of the project. The project is expected to last approximately one year.
- Staff has also begun work on an online format through the R2PC website to communicate and inform the public on the progress and products of the LRTP.

### **Technical Assistance**

- The Jackson Area Transportation Authority and the Region 2 Planning Commission have hired consultants AECOM out of the Detroit area to complete the “Connecting Jackson County Transit Plan.” The study identifies the gaps and issues with JATA transit service and identifies implementable solutions. The study was funded by a grant from MDOT. Work is on-going and expected to be completed by the end of October.

### **Transportation Improvement Program (TIP)**

- Several amendments and administrative modifications previously approved by the JACTS committees and the R2PC to the JACTS FY 2017-2020 were submitted to MDOT and FHWA for review and approval.
- Staff continued attending MDOT-sponsored workshops on the development of performance measures and targets to achieve in preparing future FHWA-required work activities.

### **Jackson Traffic Safety Program**

- Staff reviewed and submitted the May/June mandatory seat belt and impaired driving enforcement reports required by OHSP.
- Staff reviewed and submitted to OSHP the June elective enforcement activity reports.

### **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 of government requesting the service (unless alternative funding was available).



## **[June, 2017 Staff Progress Report]**

### ***Hillsdale County***

#### **City of Litchfield**

- Staff facilitated the June 28, 2017, portion of the Planning Commission meeting regarding the 2017 Edition of the *City of Litchfield Master Plan*. A final draft of the entire document was approved by the Commission and forwarded to City Council with a request to release it for public comment.

### ***Jackson County***

#### **County of Jackson**

##### **■ County Planning Commission**

Staff facilitated the June 8, 2017, meeting of the Jackson County Planning Commission (JCPC). A staff report was prepared for County Planning Commissioners regarding proposed text amendments to Chapter 42, Zoning, of the *Leoni Township Code of Ordinances* which provide standards for the keeping of 'backyard chickens'.

##### **■ Upper Grand River Water Trail**

Staff made needed revisions to various maps contained in the *Upper Grand River Water Trail Development Plan*.

#### **Liberty Township**

- Staff facilitated the June 19, 2017, portion of the Planning Commission meeting regarding the 2017 Edition of the *Liberty Township Master Plan*. A draft of Chapter 2, Community Description & Issue Identification, was reviewed by Commissioners. The Commission also began to revise the Master Plan's Goals, Policies, and Strategies.

#### **Pulaski Township**

- Staff facilitated the June 20, 2017, portion of the Planning Commission meeting regarding the 2017 Edition of the *Pulaski Township Master Plan*. A draft of Chapter 2, Community Description & Issue Identification, was reviewed by Commissioners. The Commission also revised the Master Plan's Goals, Policies, and Strategies.

#### **Rives Township**

- Staff facilitated the June 29, 2017, portion of the Planning Commission meeting regarding the 2017 Edition of the *Rives Township Master Plan*. Drafts of Appendix B (2017 Rives Township Survey), Chapter 1 (Introduction), and Chapter 3 (Community Policies and Plans) were reviewed by Commissioners.

#### **Spring Arbor Township**

- Spring Arbor Township is splitting the cost of developing model standards for solar farms currently under development by the Macon Township Planning Commission (please see below). Staff created a memo regarding the project which will be reviewed by the Spring Arbor Township Planning Commission during its July 11, 2017, meeting.

## **[June, 2017 Staff Progress Report]**

### ***Lenawee County***

#### **Adrian Township**

- Staff spoke with representatives from ProMedica—a northwest Ohio and southeast Michigan based nonprofit health system serving Lenawee County—via telephone on a couple of occasions regarding the ProMedica Lenawee Regional Hospital proposed to replace Bixby and Herrick Hospitals.

#### **Franklin Township**

- Staff uploaded the *Franklin Township Zoning Ordinance*, including the map, to the online library located on [www.region2planning.com](http://www.region2planning.com).

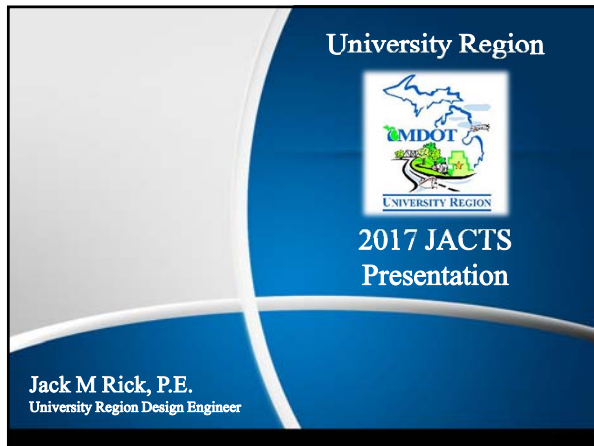
#### **County of Lenawee**

##### **■ County Planning Commission**

- The June 15, 2017 meeting of the Lenawee County Planning Commission was cancelled due to a lack of agenda items.

#### **Macon Township**

- Staff facilitated the June 7, 2017, meeting of the Planning Commission. The discussion that night regarded the creation of model zoning standards for solar farms: solar energy facilities that are a primary use of property and designed to generate and transmit electricity to the commercial power grid. Standards from Iron County, Utah, (selected as a starting point for drafting the new regulations) were adapted by staff to fit into the Macon Township Zoning Ordinance and the Commission began the process of revising the regulations to meet the needs of Michigan communities.




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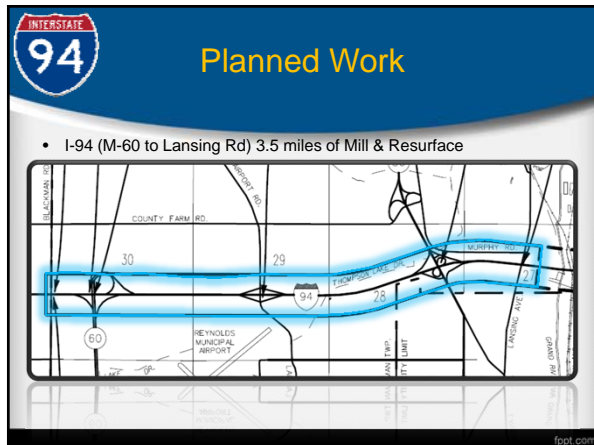
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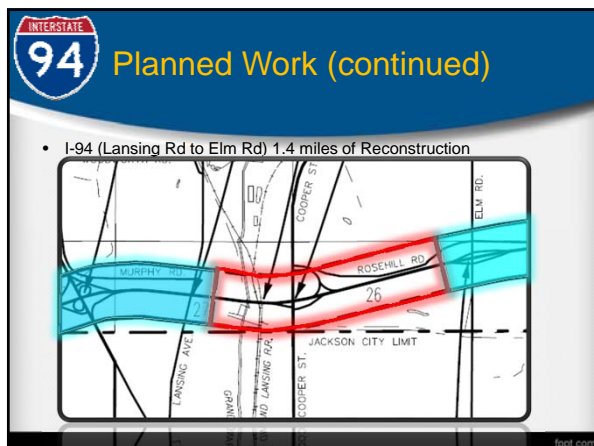
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INTERSTATE

94

Planned Work (continued)

- I-94 (Elm Rd to Sargent Rd) 4.3 miles of Mill & Resurface

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INTERSTATE

94

Timeline

- Environmental Classification
  - Reevaluation (Spring 2017)
- Design (Ongoing – March 2018)
- Right of Way Acquisition (Ongoing – March 2018)
- Geotechnical Evaluation (Summer 2017)
- Utility Relocations (2017)
- Construction (Starting Summer 2018)

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INTERSTATE

94

Right of Way

- Approximately 10 remaining parcels
- Appraisals of Properties (ongoing most complete)
- Billboard Impacts (Spring-Summer 2017)
- Protective Acquisition (ongoing)

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INTERSTATE

94

Preliminary Construction Cost

- Estimated Construction
  - \$94 million (includes \$10 Million CE)
- Cost Increases
  - \$7 million (buildout Grand River bridge)
  - \$11.5 million (mine mitigation and construction engineering)

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INTERSTATE

94

I-94 Context Sensitive Solutions

- Approved CSS Guide

I-94 Aesthetic Design Guidelines



1.94 FROM THE M-60 INTERCHANGE TO THE SARGENT ROAD INTERCHANGE  
BLACKMAN AND LEONI TOWNSHIPS JACKSON COUNTY, MICHIGAN

I-94

an I-94 corridor

MDOT

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INTERSTATE

94

I-94 Cooper Bridge

- Conceptual Aesthetics



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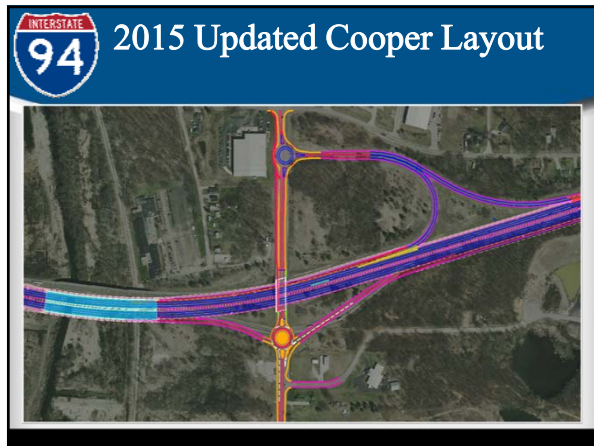
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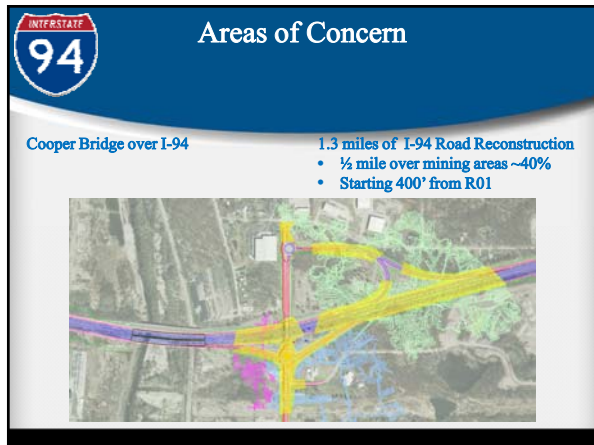
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**94**

## Bridging of the Potential Subsidence Area

- CRC Pavement
- Reinforced Soils



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**94**

## Communication

- MDOT main Web Site
  - MDOT Road & Bridge Projects
    - Interstate Routes
    - I-94 Road and Bridge Reconstruction, Jackson County
- Youtube video
  - I-94 Improvements – Jackson County

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# Questions

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RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
**DEPARTMENT OF TRANSPORTATION**  
LANSING

KIRK T. STEUDLE  
DIRECTOR

May 26, 2017

Mr. Steve Duke, Executive Director  
Region 2 Planning Commission  
Jackson County Tower Building  
120 W. Michigan Avenue, 9<sup>th</sup> Floor  
Jackson, Michigan 49201

Dear Mr. Duke:

This letter is sent by the Michigan Department of Transportation (MDOT) to request amendments to the FY 2017-20 Transportation Improvement Program (TIP). The MDOT TIP amendments are detailed below.

Fiscal Year	Project Name	Limits	Project Description	Funding	Comments
2017 JN 120277	M-60	Chapel Road to Emerson Road	Resurfacing and Widening	UTL Federal: \$49,110 (ST) State: \$10,890 (M) Total: \$60,000	Add Utility Phase (Z phase)
2018 JN 115861	I-94	I-94 over Conrail and the Grand River	Realign and replace structure	Revised funding: CON Federal: \$24,476,715 (IM) State: \$2,719,635 (M) Total: 27,196,350	Previous funding: CON Federal: \$18,159,000 (IM) State: \$2,018,000 (M) Total: \$20,177,000
2018 JN 120273	I-94	M-60 to Sargent Road	Reconstruct	Revised funding: CON Federal: \$47,262,320 (IM) State: \$5,251,369 (M) Total: \$52,513,689	Previous funding: CON Federal: \$36,948,000 (IM) State: \$4,105,000 (M) Total: \$41,054,000

Thank you for your attention to this request. If you have any questions or need additional information, please contact me at 517-750-0405.

Sincerely,

Christopher Gulock, Transportation Planner  
University Region





RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
**DEPARTMENT OF TRANSPORTATION**  
LANSING

KIRK T. STEUDLE  
DIRECTOR

July 11, 2017

Mr. Steve Duke, Executive Director  
Region 2 Planning Commission  
Jackson County Tower Building  
120 W. Michigan Avenue, 9<sup>th</sup> Floor  
Jackson, Michigan 49201

Dear Mr. Duke:

This letter is sent by the Michigan Department of Transportation (MDOT) to inform the Jackson Area Comprehensive Transportation Study committees of two amendments to the FY 2017-2020 Transportation Improvement Plan (TIP).

The MDOT TIP Amendments are as follows:

<b>Fiscal Year</b>	<b>Project Name</b>	<b>Limits</b>	<b>Project Description</b>	<b>Funding</b>
FY 2017 JN 200803	M-106	M-52 in Stockbridge (Ingham Co.) southwest to the Portage River Bridge just west of Hawkins Road (Jackson County).	Non-Motorized Trail improvement with bridge replacements	Preliminary Engineering  Federal: \$509,840 (ST) State: 218,503 (M)
FY 2018 JN 200803	M-106	M-52 in Stockbridge (Ingham Co.) southwest to the Portage River Bridge just west of Hawkins Road (Jackson County).	Non-Motorized Trail improvement with bridge replacements	Construction  Federal: \$3,918,136 (ST) State: 1,677,916 (M)

Thank you for your attention to this request. If you have any questions or need additional information, please contact me at 517-335-2641

Sincerely,

Rick Fowler, Transportation Planner

# Memorandum



**To: Steve Duke**

**From: Lane Masoud**

**Date: June 9, 2017**

**Subject: Request for Amendment to 2017-2020 Transportation Improvement Program (TIP)**

The Jackson Area Transportation Authority (JATA) is requesting that the Region 2 Planning Commission approve an amendment to the current TIP to add a project to replace two demand-response vehicles which have met their useful lives. This project is being funded with FY 2017 Section 5310 funds awarded to JATA via the Michigan Department of Transportation (MDOT). Section 5310 focuses on improving transportation for seniors and people with disabilities and almost  $\frac{3}{4}$  of JATA's demand-response ridership falls into at least one of these two groups. The table below shows the specific project information we would like added to the TIP.

Fiscal Year	Project Name	Limits	Primary Work Type	Project Description	Federal Cost	Federal Fund Source	State Cost	State Fund Source	Local Cost (\$1000s)	Local Fund Source	Total Project Cost (\$1000s)
2017	Bus Replacement	Countywide	Transit vehicle replacements	Replace 2 small buses/vans	\$97,600	5310	\$24,400	CTF	-	-	\$122,000

The following is an excerpt from an email sent by MDOT staff on May 16, 2017 which provides some additional details on the purpose of this grant and how the funding became available:

We are preparing to submit Michigan's FY 2017 Federal Section 5310 application to the Federal Transit Administration (FTA). In years past our priority for this funding has been traditional Section 5310 needs (funding to private non-profits where there is not sufficient public transit). Now that the Section 5310 funding that comes to the state is for both traditional Section 5310 and New Freedom projects for rural and small urban areas of the state, we have had more funding than the Section 5310 needs submitted in the annual applications. This year we will be using some of the Section 5310 funding to help with the replacement of vehicles for public agencies that have a high percent of buses that need to be replaced and a high percent of seniors and individuals with disabilities ridership or are used in paratransit service.

# Planning for Connected and Automated Vehicles

March 2017

## INTRODUCTION

Connected and automated vehicle (CAV) technologies have the potential to change transportation on a global scale. These technologies could improve safety, significantly alter transportation costs, and change traffic patterns and congestion. As the home of the Motor City, stakeholders in Southeast Michigan are working to leverage the region's unparalleled automotive heritage to become the center of connected and automated vehicle technology development. This emerging industry could drive local job creation, talent retention, and economic development, and improve quality of life throughout the region.

Connected and automated vehicles, however, are not just an economic development opportunity. Their implementation poses significant questions for government entities about how to maximize the technology's benefits to social welfare, and at the same time, mitigate negative externalities. Government entities must carefully consider how the potentially substantial changes posed by CAV technology may dramatically change transportation, infrastructure, and land use.

Given the time horizon of CAV implementation and the lifespan of infrastructure, the time for these conversations is now. Although the anticipated timeframe for the full implementation of automated vehicles varies greatly and depends on a variety of factors, even partial implementation could have dramatic impacts on our transportation infrastructure and travel patterns (Litman 2017). Meanwhile, infrastructure investments made today may still be in use at the beginning of CAV implementation.

Consider a real-life example currently taking place in some Michigan communities—a local government is managing an increasingly dense downtown core. This government entity may decide to build a parking garage today, and in doing so, may choose to finance the debt over the next 30 years—until 2047.

By 2047, we could see partial implementation of automated vehicles. Such a scenario means that the revenue potential of the garage could be threatened, particularly if CAV technology significantly changes the demand for parking. This could have a dramatic impact on that community's ability to pay off the debt incurred while building the structure, sustain other critical public services, and manage a large stranded asset.

## PROCESS

To aid stakeholders in the Greater Ann Arbor Region when considering these kinds of scenarios, Public Sector Consultants (PSC) and the Center for Automotive Research (CAR), along with guidance from the Michigan Municipal League, produced this report. Funded through a Regional Prosperity Initiative technical assistance grant, this report was guided by input from Michigan communities, including stakeholders from regional government, and academic and business leaders, who met to evaluate potential implications associated with the connected and automated vehicle technology.

Given that CAV technology is constantly changing, this report describes current knowledge of the field. PSC combined CAR's research with other recent work to develop a final set of conclusions and supplemented these findings with a series of recommendations.

# DEFINING CONNECTED AND AUTOMATED VEHICLES

The term “connected and automated vehicle” can refer to a variety of vehicle technologies currently being implemented to improve travel. These technologies may work at the level of the vehicle, the transportation system, or both. Many types of connectivity and automation are feasible, as are many ways to combine them. For example, some vehicles could be connected without being automated, and possibly others could be automated without being connected (though increasingly, vehicles are connected one way or the other, even if only via a 4G LTE device inside the vehicle). Meanwhile, an automated vehicle could theoretically only rely on information from its sensors (camera, radar, etc.) to perceive the external environment, and human-operated vehicles can have connectivity applications (telematics, GPS, etc.). Further complicating these discussions, both connected and automated systems are often conflated with intelligent transportation systems (ITS). ITS may include connected and automated vehicle systems, but is a much broader concept involving a variety of advanced applications that go beyond vehicle systems. For example, connected and automated vehicle technologies may or may not be integrated into ITS, depending on the specific application.

As shown in Figure 1, approaches to CAV technology can be identified within three categories: intelligent transportation systems, automated vehicle systems, and connected vehicle systems.

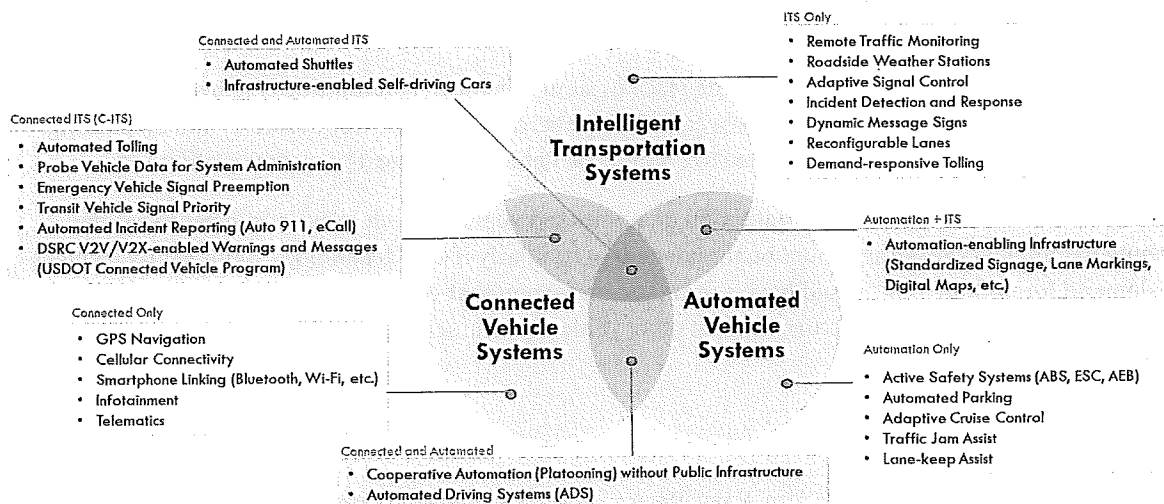


FIGURE 1: Advanced transportation technologies

- Intelligent transportation systems are formally defined by the United States Code of Federal Regulations as “electronics, communications, or information processing used to singly or in combination improve the efficiency or safety of a surface transportation system” (CFR, section 940.1). The distinguishing feature of ITS is a focus on the performance of the system as a whole, without regards to a particular actor. Therefore, ITS is typically implemented by a public or quasi-public organization.

- Vehicle-to-vehicle (V2V) and vehicle-to-infrastructure (V2I) communication systems are important elements of ITS. V2V systems describe wireless communication between vehicles, such as safety warnings and messages. V2I systems describe wireless communications between vehicles and the infrastructure, such as a system that connects a vehicle to cellular towers for navigation purposes.

Connected vehicle systems enable the exchange of digital communication between a vehicle and the world. Some vehicles may only receive communication, others may only send data, and still others may both send and receive. Connected vehicle systems are considered digital in nature and do not include sensor-based systems (e.g., radar, Lidar) or analog systems (e.g., AM/FM, CB radio).

Automated vehicle systems are electronic systems that influence the lateral and/or longitudinal motion of a vehicle. If this influence is sustained, this is referred to as a driving automation system. This definition does omit warning and alert systems that do not independently act upon driving control systems (powertrain and brakes).

As referenced above, a given situation involving advanced transportation technology can include one, two, or all three of these types of systems—for example, a connected and automated vehicle that is utilizing V2I information to choose a route and avoid traffic congestion. More examples of these definitions, as well as examples of commonly known applications, are shown in Figure 1. A more thorough description of connected and automated vehicle systems is provided in Appendix A.

## LEVELS OF AUTOMATION

Many of the new vehicles on the market today include elements of automated vehicle systems, such as sensing technologies that help the driver monitor the vehicle's environment to proactively avoid crashes. Some of these automated systems can influence movement of the vehicle over sustained periods of time, fundamentally changing the role of the driver. The various levels of driving automation systems are defined and categorized by SAE International. Because there are countless variations of driving automation possible, including steering, parking, and speed control, several organizations have attempted to provide a formal taxonomy of these systems. The most universally recognized of these taxonomies is SAE J3016, a document entitled "Taxonomy and Definition of Terms Related to Driving Automation Systems for On-road Motor Vehicles".

SAE has determined that "it is not possible to describe or specify a complete test or set of tests which can be applied to a given automated driving system (ADS) feature to identify or verify its level of driving automation." Therefore, the SAE taxonomy describes the relationship between a human driver and an automated driving system as determined by the manufacturer.

The SAE levels of automation are frequently referred to by policymakers and industry insiders to achieve clarity and precision in discussions regarding automated vehicle systems. A summary table describing the levels of driving automation is provided below in Figure 2.

Level	Name	Narrative definition	DDT		DDT fallback	ODD
			Sustained lateral and longitudinal vehicle motion control	OEDR		
Driver performs part or all of the DDT						
0	No Driving Automation	The performance by the <i>driver</i> of the entire DDT, even when enhanced by <i>active safety systems</i> .	Driver	Driver	Driver	n/a
1	Driver Assistance	The <i>sustained</i> and ODD-specific execution by a <i>driving automation system</i> of either the <i>lateral</i> or the <i>longitudinal vehicle motion control</i> subtask of the DDT (but not both simultaneously) with the expectation that the <i>driver</i> performs the remainder of the DDT.	Driver and System	Driver	Driver	Limited
2	Partial Driving Automation	The <i>sustained</i> and ODD-specific execution by a <i>driving automation system</i> of both the <i>lateral</i> and <i>longitudinal vehicle motion control</i> subtasks of the DDT with the expectation that the <i>driver</i> completes the OEDR subtask and <i>supervises</i> the <i>driving automation system</i> .	System	Driver	Driver	Limited
ADS ("System") performs the entire DDT (while engaged)			System	System	Fallback-ready user (becomes the driver during fallback)	Limited
3	Conditional Driving Automation	The <i>sustained</i> and ODD-specific performance by an ADS of the entire DDT with the expectation that the DDT fallback-ready user is <i>receptive</i> to ADS-issued requests to <i>intervene</i> , as well as to DDT performance-relevant system failures in other vehicle systems, and will respond appropriately.				
4	High Driving Automation	The <i>sustained</i> and ODD-specific performance by an ADS of the entire DDT and DDT fallback without any expectation that a <i>user</i> will respond to a request to <i>intervene</i> .	System	System	System	Limited
5	Full Driving Automation	The <i>sustained</i> and unconditional (i.e., not ODD-specific) performance by an ADS of the entire DDT and DDT fallback without any expectation that a <i>user</i> will respond to a request to <i>intervene</i> .	System	System	System	Unlimited

FIGURE 2: SAE International J3016 Taxonomy and definitions for terms related to driving automation systems for on-road motor vehicles summary table

#### Glossary for Figure 2

DDT = dynamic driving task

OEDR = object and event detection and response

DDT Fallback = dynamic driving task fallback

ODD = operational design domain

## Automated Driving Systems

Within the SAE taxonomy, the upper levels (three through five) are distinguished from lower levels by the fact that the automation system is performing the entire dynamic driving task. Levels three through five are exciting (and concerning) to policymakers because this implies that no human is controlling the motion of the vehicle in real time. Theoretically, automated driving systems could be much safer and more efficient than human drivers; however, deployment and adoption of ADS implies that long-established frameworks of driver regulation and liability must be amended.

As of the date that this report was published, there are only a handful of vehicles in operation around the world that are equipped with fully automated driving systems. These vehicles are generally low-speed, limited-range shuttles that operate in controlled environments with few conflicts.

Currently, many automakers and technology developers are working to bring road-ready, ADS-equipped vehicles to market for use on public roads in real-world conditions. Elon Musk, product architect for Tesla Inc., has suggested that their newer vehicles will have optional ADS capability sometime in 2017 (Stewart 2016). Volvo is also planning a limited pilot deployment of 100 ADS vehicles in 2017 (Davies 2015). Most other automakers have discussed a target of 2020 or later to introduce an ADS-equipped vehicle to market.



## RECOMMENDATIONS

Although full deployment of CAVs remains years away, government officials, planners, and economic developers are wise to begin preparing for the potential impacts of this transformative technology. In 2015, one national study found that just 6 percent of planning documents consider the potential effects of automated driving (National League of Cities 2015). And a recent study of the nation's 25 largest metropolitan areas found that, despite planners' awareness of CAV technology, not a single region has yet to mention the new technology in a current regional transportation plan (Guerra 2015).

Based on the background research presented in this report, the following recommendations identify how regional partners can prepare now for the potential policy and land use implications of CAVs. Given the high degree of uncertainty around the timing, scale, and direction of CAV impact, many of these recommendations are oriented toward monitoring specific aspects of policy, planning, and investment—at least until more information can be gathered.

Where feasible, these recommendations identify an actor, with the aim of helping Region 9 stakeholders work with actors at multiple levels of government as well as with key partners (such as Prosperity Regions 6 and 10), share best practices at the local and regional levels, and advocate together for policy changes at the state level.

In the short to medium term, government entities should consider the following actions.

- **Navigate the changing legal landscape.** The existing rules of the road were developed over the course of the last 100 years and are based on the assumption that drivers are human beings. However, law enforcement and other government entities may soon need to adapt to a world where this is no longer true. Consider this scenario: how does law enforcement pull over a fully automated vehicle that has committed a traffic violation? Law enforcement and other agencies must refine the legal mechanisms around the driver as the central actor in driving.
- **Investigate how transit agencies can have a role in protecting public benefits.** With increasing use of shared modes of travel—including bike sharing, car-sharing, and ride-hailing services such as Uber and Lyft—research has shown that travelers that use these services are more likely to use public transit (APTA 2016). As CAV technology begins to overlap with shared modes of travel, public transit agencies will be critical to ensuring that the benefits of CAV technology are widely shared, and not just for those that can afford it. Public transit agencies should seize opportunities to improve mobility for all users of the transportation system, including people with disabilities. For example, agencies can begin work on this now by investigating opportunities for public-private partnerships between transit providers and ride-hailing services to improve connectivity and ensure accessibility to these transportation choices for a wide variety of consumers. And eventually, transit providers could use CAVs to extend and improve service.
- **Tackle zoning changes.** CAVs will likely result in significant changes to the built environment. To prepare for these potential changes, local governments should begin to examine their zoning requirements, including:
  - **Parking requirements.** Increased use of CAVs will likely lead to less need for parking, particularly in dense urban areas. Therefore, some local governments might benefit from reducing or eliminating minimum parking requirements.

- Specifications for site design. Because CAVs will likely reshape road rights-of-way and access management, they will potentially have a large impact on site planning. Local governments should consider new streetscape design standards to maximize CAV efficiency. To manage traffic congestion and flow, high-traffic development projects should consider expanding or adding curb space for pick-up and drop-off areas or possible space for automated vehicles to create a queue.
  - Specifications for parking lots and garages. As highlighted later in this report, parking lots and garages could become less desirable, particularly in dense urban areas. Given the time frame for CAV implementation, local governments may want to encourage design specifications to ensure that new parking garages in dense areas can be retrofit to serve other purposes.
- **Change parking policy.** The potential for more efficient parking and reduced demand for parking space as CAV technology is implemented means that local governments should do more than just alter zoning regulations; they must also investigate policies and programs governing the location, form, price, and amount of parking. This includes monitoring how changes in vehicle ownership models and CAV adoption could impact parking revenue, particularly for municipalities that rely heavily on this revenue to support public services. Local governments may also need to develop specifications for parking design for self-driving cars and may need to examine redevelopment opportunities for parking lots in dense urban areas.
- **Protect nonmotorized users.** The implementation of CAV technology could provide opportunities to enhance the mobility and safety of nonmotorized users, including bicyclists and pedestrians. Future excess right-of-way created by space-efficient CAVs could, for example, allow for the creation of more complete streets and expanded nonmotorized networks. However, there are also potential drawbacks to nonmotorized users, such as fragmented nonmotorized networks created by CAV-only roadways. Planners and government agencies should examine both the potential benefits and drawbacks of CAVs to nonmotorized users and prioritize safety and mobility.
- **Track lane-keeping technology.** To date, automated vehicle technologies have been developed to rely on pavement markings and signage to help the vehicles stay in their lane and navigate roadways. However, shoddy infrastructure has proven to be a roadblock that has vexed engineers and added time and cost to the development of this technology. This is particularly an issue in Michigan, where poor markings are the result of limited road funding and weather challenges. As a result, some vehicle manufacturers are moving away from a reliance on pavement markings and signage for lane keeping. The direction in which this technology goes will have an impact on pavement marking policies and signage development and rehabilitation, both of which will cost road agencies more in maintenance costs. Therefore, road agencies should track how vehicle developers and manufacturers are handling CAV lane-keeping technology.
- **Contemplate funding changes.** CAVs will also have a major impact on how we fund transportation infrastructure. For example, if several individuals and families co-own a single CAV, who pays the vehicle registration fee, and how is it collected? Government agencies at all levels should participate in ongoing conversations at the state level about transportation funding reform, including mileage-based user fees, tolling, local options, and congestion pricing, as well as the evolution of the Comprehensive Transportation Fund, particularly as the relationship between CAVs and public transit becomes more clear.

**Plan ahead.** Government agencies at all levels should begin taking steps to incorporate CAVs into planning documents. For example, metropolitan planning organizations should seek ways to take the impact of self-driving cars into account in long-range transportation plans. This could include work to seek creative ways to consider multiple potential outcomes of CAVs, such as one scenario where vehicle miles traveled (VMT) rises substantially, and another scenario where shared CAVs replace private automobiles. Eventually, road agencies will need to update travel demand models and roadway design manuals to take CAVs into account, and must develop policies for data collection and sharing, including map creation and policies governing open data and data exchange.

**Consider communications infrastructure as transportation infrastructure.**

Transportation agencies will also need to grapple with the communications infrastructure required by the connected portion of CAV technology. This includes identifying how agencies will ensure CAVs have timely, accurate information about construction, detours, and other road hazards. It also includes monitoring the evolution of intersection design and signalization infrastructure.



## MEMORANDUM

To: Region 2 Planning Commissioners

From: Grant E. Bauman, AICP  
Principal Planner

Date: July 13, 2017

Subject: **Partnership Planning Grant**

The Region 2 Planning Commission developed its first Comprehensive Economic Development Strategy (CEDS) document for the three-county area in 2010 and the Region 2 Planning Commission was designated as an Economic Development District (EDD) by the U.S. Economic Development Administration (EDA) in 2012. The 2010 edition of the CEDS document was updated annually from 2012 through 2015. The EDD designation and the CEDS document makes the economic development within the three-county area eligible to apply for federal funding through the EDA. A grant was awarded to the R2PC for FY 2017 (10/1/16-9/30/17) to develop the 2017 edition of the Region 2 Planning Commission CEDS rather than a simple annual update (i.e., a new edition is required every five years). The CEDS Steering Committee is currently working on the creation of the 2017 edition. It is now time to apply for grant funding to develop the FY 2018 (10/1/17-9/30/18) annual update of the CEDS document and to manage the R2PC's economic development program.

The EDA has provided the R2PC with an opportunity to apply for up to a \$70,000 grant to develop the FY 2018 annual update of the CEDS document and to manage the R2PC's economic development program. Region 2 staff decided to apply for \$25,000 in federal funding for FY 2018. The R2PC must set aside an equal amount for the project, raising the project budget to \$50,000. Staff does not anticipate expending the entire \$50,000 on the annual update of the CEDS. That will leave funds available for needed training as well as to assist in the development of grant applications for economic development projects. This may result in more federal funding designated for economic development projects in the three-county Region 2 Area.

Staff is recommending approval of the resolutions associated with this memo.



**RESOLUTION OF FINANCIAL COMMITMENT  
REGARDING THE REGION 2 PLANNING COMMISSION'S COMPREHENSIVE  
ECONOMIC DEVELOPMENT STRATEGY (CEDs) GRANT APPLICATION**

WHEREAS, the Region 2 Planning Commission (R2PC) is applying for a grant from the U.S. Economic Development Administration (EDA) for preparing the annual update of the Comprehensive Economic Development Strategy (CEDs) for the Region 2 Area and to manage the R2PC's economic development program, and

WHEREAS, a \$25,000 local match is required from the R2PC as part of the \$50,000 grant application package, and

WHEREAS, the Region 2 Planning Commission has made available a financial obligation of \$25,000 to meet the 50% match required by the EDA, now therefore

**BE IT RESOLVED BY THE REGION 2 PLANNING COMMISSION:**

Section 1: That the Commission will provide \$25,000 for the purpose of meeting the required local match.

Section 2 That the Commission has the funds available and unencumbered to supply the required match.

Effective Date: July 13, 2017

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Carl R. Rice, Jr., Chair  
Region 2 Planning Commission



**RESOLUTION AUTHORIZING  
PRINCIPAL PLANNER GRANT BAUMAN TO SIGN AND SUBMIT  
DOCUMENTS RELATED TO THE R2PC'S CEDS GRANT APPLICATION**

WHEREAS, the Region 2 Planning Commission (R2PC) is applying for a grant from the U.S. Economic Development Administration (EDA) to update the Region 2 Planning Commission Comprehensive Economic Development Strategy (CEDS) and to manage the R2PC's economic development program; and

WHEREAS, Principal Planner Grant Bauman is the Authorized Organization Representative (AOR) for the Region 2 Planning Commission, now therefore

BE IT RESOLVED BY THE REGION 2 PLANNING COMMISSION:

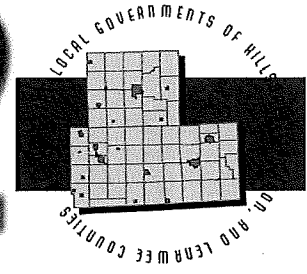
That Principal Planner Grant Bauman is authorized to sign and submit all grant documents related to the Comprehensive Economic Development Strategy and the management of the R2PC's economic development program.

Effective Date: July 13, 2017

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Carl R. Rice, Jr., Chair  
Region 2 Planning Commission

# Region 2 Planning Commission



## FEDERAL/STATE PROJECT REVIEW NOTICE

DATE: June 20, 2017

TO: Local Units of Government in Hillsdale, Jackson, and Lenawee Counties

FROM: Region 2 Planning Commission, Regional Clearinghouse

In accordance with the Michigan Federal Project Review System, notification of the following project (FPR 17-11) is provided for your review:

The Region 2 Planning Commission is submitting a grant application for funding for continuation of the Comprehensive Economic Development planning program for the Region 2 Planning Commission Economic Development District for Hillsdale, Jackson, and Lenawee counties.

You may wish to comment on the potential impact the project may have on your jurisdiction, or on the degree of the project's compatibility with adopted plans. Comments will be forwarded to the State Clearinghouse or appropriate Federal agency if received within 30 days of the date of this notice. Information on this application may be obtained from: Mr. Steven Duke, Executive Director, Region 2 Planning Commission, 120 W. Michigan Avenue, Jackson, MI 49201; (517)768-6706.

cc: Steven Duke

Enclosure

**Application for Federal Assistance SF-424**

\* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

\* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

06/15/2017

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

**State Use Only:**

6. Date Received by State:

7. State Application Identifier:

**8. APPLICANT INFORMATION:**

\* a. Legal Name:

REGION II PLANNING COMMISSION

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

386032874

\* c. Organizational DUNS:

0854643110000

**d. Address:**

\* Street1:

120 W. Michigan Avenue - 9th Floor

Street2:

\* City:

Jackson

County/Parish:

\* State:

MI: Michigan

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

49201-1338

**e. Organizational Unit:**

Department Name:

Division Name:

**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix:

\* First Name:

Grant

Middle Name:

E.

\* Last Name:

Bauman

Suffix:

Title:

Principal Planner

Organizational Affiliation:

Region 2 Planning Commission

\* Telephone Number:

517-768-6711

Fax Number:

\* Email:

gbauman@co.jackson.mi.us



**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

E: Regional Organization

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Department of Commerce

**11. Catalog of Federal Domestic Assistance Number:**

11.302

CFDA Title:

Economic Development\_Support for Planning Organizations

**\* 12. Funding Opportunity Number:**

EDA-CHI-PL-CRO-2017-2005083

\* Title:

Chicago Partnership Planning Program FY 2017

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Continuation of the comprehensive economic development planning program for the Region 2 Planning Commission (R2PC) Economic Development District (EDD).

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**\* a. Applicant \* b. Program/Project 

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**\* a. Start Date: \* b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="25,000.00"/>
* b. Applicant	<input type="text" value="25,000.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="50,000.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☒ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title: \* Telephone Number:  Fax Number: \* Email: \* Signature of Authorized Representative:  \* Date Signed:

# Region 2 Planning Commission

*Serving Hillsdale, Jackson and Lenawee Counties*

June 14, 2017

Mr. Steven Duke, Executive Director  
Region 2 Planning Commission  
120 W. Michigan Avenue  
Jackson, MI 49201

Dear Mr. Duke,

Region 2 Planning Commission staff is applying for a 1-year Planning Partnership Assistance grant from the U.S. Economic Development Administration for the continuation of the R2PC's comprehensive economic development planning program. The grant invitation is to apply for up to \$70,000, with a 50% local match, for a total of \$140,000. Staff currently plans to apply for \$25,000 in federal funds. Please place this request on the agenda for the July 13, 2017, meeting of the Region 2 Planning Commission under the Federal Clearing House agenda item for comment and then forward it on to the Southeast Michigan Council of Governments, the Single Point of Contact for the State of Michigan under Presidential Executive Order 12372.

Sincerely,



Grant E. Bauman, AICP  
Principal Planner

# Region 2 Planning Commission



## FEDERAL/STATE PROJECT REVIEW NOTICE

DATE: June 27, 2017

TO: Local Units of Government in Jackson and Hillsdale Counties

FROM: Region 2 Planning Commission, Regional Clearinghouse

In accordance with the Michigan Federal Project Review System, notification of the following project (FPR 17-12) is provided for your review.

The Community Action Agency is submitting a grant application for additional funding for the Head Start and Early Head Start program in Hillsdale and Jackson Counties. This cost of living adjustment (COLA) will provide a 1% increase for staff salaries and also provide additional funding for increases in operating expenses for the Head Start and Early Head Start program in Hillsdale and Jackson Counties.

You may wish to comment on the potential impact the project may have on your jurisdiction, or on the degree of the project's compatibility with adopted plans. Comments will be forwarded to the State Clearinghouse or appropriate Federal agency if received within 30 days of the date of this notice. Information on this application may be obtained from: Ms. Toby Berry, Executive Director, Community Action Agency, 1214 Greenwood Ave., Jackson, MI 49203, (517)784-4800.

cc: Steven Duke

Enclosure

**Application for Federal Assistance SF-424****\* 1. Type of Submission:**

- ☐ Preapplication
- ☒ Application
- ☐ Changed/Corrected Application

**\* 2. Type of Application:**

- ☐ New
- ☐ Continuation
- ☒ Revision

**\* If Revision, select appropriate letter(s):**

Other

**\* Other (Specify):**

COLA

**\* 3. Date Received:****4. Applicant Identifier:**

05CH10092

**5a. Federal Entity Identifier:**

N/A

**5b. Federal Award Identifier:**

05CH10092

**State Use Only:****6. Date Received by State:****7. State Application Identifier:****8. APPLICANT INFORMATION:****\* a. Legal Name:**

COMMUNITY ACTION AGENCY

**\* b. Employer/Taxpayer Identification Number (EIN/TIN):**

381803599

**\* c. Organizational DUNS:**

120359559

**d. Address:****\* Street1:**

1214 Greenwood Ave

**Street2:****\* City:**

Jackson

**County/Parish:**

Jackson County

**\* State:**

MI: Michigan

**Province:****\* Country:**

USA: UNITED STATES

**\* Zip / Postal Code:**

49203-3037

**e. Organizational Unit:****Department Name:**

HHS: Office of Head Start

**Division Name:**

HHS: Office of Head Start

**f. Name and contact information of person to be contacted on matters involving this application:****Prefix:**

Ms.

**\* First Name:**

Toby

**Middle Name:****\* Last Name:**

Berry

**Suffix:**

N/A

**Title:**

Executive Director

**Organizational Affiliation:**

Community Action Agency

**\* Telephone Number:**

(517) 784-4800

**Fax Number:**

(517) 784-5188

**\* Email:**

tberry@caajlh.org

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education)

**Type of Applicant 2: Select Applicant Type:**

**Type of Applicant 3: Select Applicant Type:**

**\* Other (specify):**

**\* 10. Name of Federal Agency:**

ACF-Head Start

**11. Catalog of Federal Domestic Assistance Number:**

93.600

**CFDA Title:**

Head Start

**\* 12. Funding Opportunity Number:**

eGrants-N/A

**\* Title:**

N/A

**13. Competition Identification Number:**

Not Applicable

**Title:**

Not Applicable

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Jackson & Hillsdale Counties, MI

**\* 15. Descriptive Title of Applicant's Project:**

COLA

Attach supporting documents as specified in agency instructions.

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**\* a. Applicant b. Program/Project 

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**\* a. Start Date: \* b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="77,851"/>
* b. Applicant	<input type="text" value="19,463"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text" value="0"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="97,314"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☒ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☐ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title: \* Telephone Number:  Fax Number: \* Email: \* Signature of Authorized Representative:  \* Date Signed:



## MEMORANDUM

TO: Region 2 Planning Commission

FROM: Grant E. Bauman, Principal Planner

DATE: July 13, 2017

SUBJECT: **Approval of Travel to the Michigan Association of Regions' 2017 Annual Conference in Alpena, July 16-18, 2017.**

The Michigan Association of Regions (MAR) is hosting their annual conference in Alpena July 16-18, 2017. The conference provides opportunities to: (1) interact with officials from the other 13 State Planning and Development Regions in Michigan and other MAR partners, (2) conduct ongoing MAR business and develop a plan for FY 2018, and (3) to learn more about the Northeast Michigan Council of Governments (i.e., the host).

The estimated costs for attendance are as follows:

Travel	\$ 290.52
Registration	\$ 0.00
Lodging	\$ 310.78
Meals	<u>\$ 90.00</u>
<b>TOTAL</b>	<b>\$ 691.30</b>

Authorization is requested to send (1) staff member to the conference.





# SYLVAN TOWNSHIP

18027 Old US 12

Chelsea, Michigan 48118-9673

(734) 475-8890

Fax: (734) 475-8905

JUN 15 2017

DATE: June 7, 2017

FROM: Sylvan Township Planning Commission  
Carol Konieczki, Zoning/Planning Administrator

TO: City of Chelsea, Village of Grass Lake, Lyndon Township, Lima Township, Sharon Township, Waterloo Township, Grass Lake Township, Jackson County, Washtenaw County Planning Commission, Washtenaw County Health Department, Washtenaw County Road Commission, Comcast, DTE Energy, Consumers Energy, Michigan Department of Transportation

SUBJECT: **Adoption of Sylvan Township Master Plan**

In accordance with the Michigan Planning Enabling Act (PA 33 of 2008 as amended), the Township of Sylvan, Washtenaw County, Michigan has adopted the 2017 Masterplan.

Please note the adopted Master plan is available by request via electronic mail with digital documents in the Adobe (pdf) file format. If you don't want to receive a digital copy and instead prefer to receive a paper copy, please let us know. The Masterplan is also available on the Sylvan Township website: <https://www.sylvan-township.org/>

We thank you for your participating in the adoption process of Sylvan Township's Masterplan. If you have any questions please contact Carol Konieczki, Sylvan Township Zoning Administrator, at [ckonieczki@sylvan-township.org](mailto:ckonieczki@sylvan-township.org), phone 734-475-8890 ext. 113.

Supervisor

Tom McKernan

Clerk

Kathleen Kennedy

Treasurer

Rodney J Branham

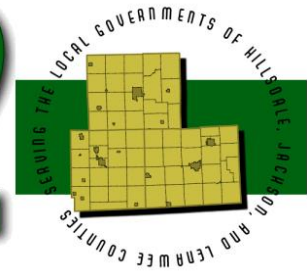
Trustee

Kurt P Koseck

Trustee

Cyndi Jabara

# Region 2 Planning Commission



## MEMORANDUM

**To:** JACTS Technical Committee Members

**From:** Tanya DeOliveira

**Date:** June 23, 2017

**Subject:** **2017 Regional Transportation Safety Plan**

MDOT hired Opus International Consultants, Inc. in 2016 out of Novi, Michigan to work with local stakeholders and steering committee members to develop the 2017 Regional Transportation Safety Plan *Moving Towards Zero Deaths on Region 2 Local Roads*. The goal for this study is to reduce fatal and serious injury crashes within Hillsdale, Jackson, and Lenawee Counties. Plan development was shaped by guidance from the Federal Highways Administration (FHWA). The plan provides information that can be used in developing new and/or existing traffic safety projects and programs among Region 2 Planning Commission communities and within the Transportation Improvement Plan (TIP).

The final plan will be available through the Region 2 Planning Commission.

No action is necessary by member of JACTS or Region 2 Planning Commission. This memo is meant to inform members of the ongoing development of the 2017 Regional Transportation Safety Plan document.