

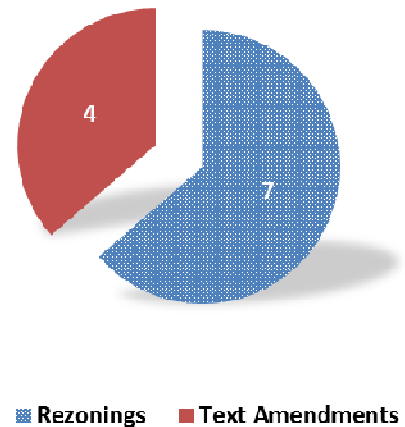


# Jackson County Planning Commission

Staffed by the Region 2 Planning Commission (R2PC)  
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## 2013 JCPC Annual Report to the County Board of Commissioners

1. **Membership & Officers.** Dr. Ted Beals, Ms. Nancy Hawley, Ms. Jennifer Morris Coe, and Mr. Jonathan Williams served as the Commission's Members-at-Large during 2013. Commissioner Carl Rice, Jr. represented the County Board and Ms. Amy Torres represented the Industrial and Economic Interests of the County. Mr. Jack Ripstra and Mr. Jim Videto served the County's Environmental and Agricultural Interests, respectively. Mr. Ted Hilleary assumed the responsibility of representing the Education Interests of the County upon the resignation of Mr. Thomas Cameron. Ms. Torres and Ms. Morris Coe served as the Chair and Secretary of the JCPC, respectively.
2. **Accomplishments.** The newly formed Jackson County Planning Commission began meeting in May of 2013, soon after the County Board of Commissioners appointed its membership. The Planning Commission has accomplished a lot in just over half (½) a year including, but not necessarily limited to:
  - a. **Coordinated Zoning.** A primary responsibility of the Planning Commission is to review and recommend action on proposed amendments to township zoning ordinances.
    - 1) **Forms.** To this end, the Commission drafted new zoning amendment forms and zoning worksheet forms to be submitted along with proposed zoning amendments. The forms are designed to help Commissioners make informed recommendations.
    - 2) **Schedule.** A submittal schedule was also adopted by the Commission in order to ensure that staff has enough time to adequately review the reports upon which it bases its recommendations.
    - 3) **Requests.** The JCPC made recommendations regarding eleven (11) proposed zoning amendments. The majority of those amendments (n=7) were rezonings while the remainder (n=4) were text amendments.
  - b. **Master Plan.** The Planning Commission recognizes the need to prepare a new edition of the Jackson County Master Plan. Accordingly, it informed adjacent units of government and other agencies of its intent to prepare a master plan, per the requirements of the Michigan Planning Enabling Act. The Commission will begin to prepare the new edition in earnest in early 2014.
  - c. **Bylaws.** The Planning Commission drafted bylaws which—in addition to pertinent provisions of the JCPC Ordinance and the Michigan Planning Enabling Act—govern its operation. The Commission's Bylaws were adopted on July 11, 2013.



- d. **Ordinance.** Usage of the Jackson County Planning Commission Ordinance (#12-01) highlighted the need for several refinements to the legislation (e.g., the appointment of Commissioners, references to the county master plan, etc.). The proposed amendments were recommended by the JCPC on September 12, 2013 and approved by the County Board on October 15, 2013.
  - e. **Website.** The Planning Commission's website was created for use by County Planning Commissioners, local planning commissions, other public officials, and the general public. The website—[www.co.jackson.mi.us/county\\_planning\\_commission/](http://www.co.jackson.mi.us/county_planning_commission/)—went 'live' on May 28, 2013.
3. **Ultimate Goal.** The Planning Commission seeks to coordinate planning throughout Jackson County while respecting the planning and zoning authority of municipal governments (i.e., the city, villages, and townships). This will be accomplished over time by:
- a. **County Master Plan.** The Commission will develop a countywide master plan upon which it will base (in part) its recommendations regarding municipal master plans and township zoning amendments (i.e., rezonings and text amendments).
  - b. **Workshops.** The JCPC will host/sponsor planning and zoning workshops open to Jackson County municipalities as opportunities arise.
  - c. **Policies.** The Planning Commission will also develop and promote policies which foster coordination and cooperation among municipalities whenever possible.
4. **Meetings.** The County Planning Commission meets on the second (2nd) Thursday of each month at 6:00 pm in the 5th Floor Commission Chambers of the Jackson County Tower Building.
- a. **2013 Meetings.** The JCPC met seven (7) times in 2013, beginning in May (please see the attached meeting minutes). No meeting was held in November due to a scheduling conflict and a lack of agenda items.
  - b. **2014 Meeting Schedule.** The meeting schedule for 2014 is as follows:
    - Thursday, January 9, 2014
    - Thursday, February 13, 2014
    - Thursday, March 13, 2014
    - Thursday, April 10, 2014
    - Thursday, May 8, 2014
    - Thursday, June 12, 2014
    - Thursday, July 10, 2014
    - Thursday, August 14, 2014
    - Thursday, September 11, 2014
    - Thursday, October 9, 2014
    - Thursday, November 13, 2014
    - Thursday, December 11, 2014

*Submitted on the behalf of the Jackson County Planning Commission  
Grant E. Bauman, AICP, JCPC Staff and Recording Secretary*