



Jackson County Planning Commission

Staffed by the Region 2 Planning Commission (R2PC)

120 W. Michigan Avenue • Jackson, MI 49201

Phone (517) 788-4426 • Fax (517) 788-4635

MEETING MINUTES

Thursday, January 8, 2015

Jackson County Tower Building • Jackson, Michigan

- Members Present:** Nancy Hawley, At Large; Jennifer Morris, At Large; Jared Vickers, At Large; Ted Hil-leary, Education; Jack Ripstra, Environmental; Amy Torres, Industry and Economics; and Carl Rice, Jr., Jackson County Board of Commissioners
- Members Absent:** Jim Videto, Agriculture, and Jonathan Williams, At Large;
- Liaisons Present:** Grant Bauman, R2PC Principal Planner
- Others Present:** Chris Crisenbery, Byron Schroeder, and Dan Decker.

- Item 1. **Call to Order and Pledge of Allegiance.** The meeting was called to order at 6:05 p.m. by Chair Torres. Those in attendance rose and joined in the Pledge of Allegiance.
- Chair Torres welcomed Mr. Vickers, the new At-Large Commissioner, and the other Commissioners and staff introduced themselves.
- Item 2. **Public Comment.** Dan Decker, Chair of the Blackman Township Planning Commission spoke in favor of the rezoning. Although he does not take the R2PC advisement lightly, he felt that the office is not an issue and noted that the building has been broken into and damaged by arson.
- Item 3. **Approval of Minutes.** A motion was made by Commissioner Morris, and seconded by Commissioner Rice, to **approve** the minutes of the December 11, 2014 meeting as presented. *The motion was approved unanimously.*
- Item 4. **Approval of the Agenda.** A motion was made by Commissioner Ripstra, and seconded by Commissioner Hawley, to approve the agenda as presented. *The motion was approved unanimously.*
- Item 5. **Request(s) for Review, Comment, and Recommendation**
- a. **Consideration of Township Zoning Amendment(s).**
- (1) **#15-01 – Rezoning (Blackman Township).** Staff summarized its report regarding the proposed rezoning of a portion of a property located on the west side of Robinson Road and the north side of Henry Street from Suburban Residential (RS-1) to Office (O-1). The applicant wishes to rezone the property O-1 in order “to allow the conversion of the existing church into an architectural and engineering office”. The Blackman Township Planning Commission recommended approval of the rezoning to O-1. Staff noted that the rezoning failed to meet three of the four criteria upon which a rezoning must be considered according to Blackman Township’s Zoning Plan (see staff report). Accordingly, staff advised the Commission to recommend **disapproval** of the proposed rezoning to O-1.

Chris Crisenbery, one of the applicants, spoke in favor of the proposed rezoning to Office (O-1) citing: the evolving nature of the Robinson Road corridor, the location of a home-based business to the north, the recent arson and long vacancy of the building, and examples of mixed uses along Lawrence Avenue and Shirley Drive. Commissioners discussed the possibility of a 'conditional rezoning', which is not possible that ability is not included in the Township's zoning ordinance. The option of amending the zoning ordinance to allow for the reuse of existing buildings as a type of conditional use was also mentioned.

A motion was made by Commissioner Morris, and seconded by Commissioner Hawley, to recommend **disapproval** of the proposed rezoning, in concurrence with the staff report. *The motion was approved by majority vote, with Commissioner Rice dissenting.*

Taking the observations of the applicant and the Blackman Township Planning Commission into account, Jackson County Planning Commissioners commented that their recommendation to rezone may have been more favorable if the Township's master plan and/or zoning ordinance allowed mixed uses along that part of Robinson Road.

(2) **#14-24 – Text Amendments (Spring Arbor Township)**. Staff summarized its report regarding proposed text amendments to the Township's zoning ordinance. The amendment to:

- Sec. 6.3.11 simply requires that garage floors are paved
- Sec. 6.6.2 simplifies the regulation of swimming pools by requiring conformance to the Michigan Building Code

The addition of:

- Sec. 6.11.3.D requires that all wastewater generated in a recreational vehicle must be disposed of at a certified dumping station or via a hook-up to the existing building's sewer system
- Sec. 17.4 adds criteria for considering rezoning requests

The Spring Arbor Township Planning Commission recommended approval of the amendments. Staff advised the Commission to recommend **approval with comments**:

- Sec. 6.11.3.B requires a simple edit (see staff report)
- The addition of Sec. 17.4 should be accompanied by the deletion of the same criteria included in Sec. 12.12

The Commission discussed the proposed amendments. Commissioner Morris suggested that the proposed Sec. 6.11.3.D should include:

- A prohibition against dumping gray or black water into a storm sewer (see the staff report)

A motion was made by Commissioner Morris, and seconded by Commissioner Hilleary, to concur with the staff report as amended and recommend **approval with comments** (see the bullet points above) of the proposed text amendments. *The motion was approved unanimously (via voice vote).*

- b. **Consideration of Master Plan(s).** None.
- Item 6. **Other Business**
 - a. **Unfinished Business.** None.
 - b. **New Business.** None.
- Item 7. **Public Comment.** None.
- Item 8. **Commissioner Comment.** Commissioner Hilleary asked that a thank you letter be sent to former Commissioner Beals thanking him for his service on the Commission. Staff will write and send a letter.
- Item 9. **Adjournment.** The meeting was adjourned by Chair Torres at 7:05 pm.

Respectfully submitted by:
Grant Bauman, Recording Secretary



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SPECIAL MEETING MINUTES

Thursday, March 12, 2015

Jackson County Tower Building • Jackson, Michigan

Members Present: Nancy Hawley, At Large; Jennifer Morris, At Large; Jared Vickers, At Large; Jonathan Williams, At Large; Jim Videto, Agriculture; Ted Hilleary, Education; Jack Ripstra, Environmental; Amy Torres, Industry and Economics; and Carl Rice, Jr., Jackson County Board of Commissioners

Members Absent: None

Liaisons Present: Grant Bauman, R2PC Principal Planner

Others Present: Mike Rodriguez, Laura Schlecte, and County Commissioner Julie Alexander

Item 1. **Call to Order and Pledge of Allegiance.** The meeting was called to order at 4:05 p.m. by Chair Torres. Those in attendance rose and joined in the Pledge of Allegiance.

Item 2. **Public Comment.** None

Item 3. **Approval of Minutes.** A motion was made by Commissioner Hilleary, and seconded by Commissioner Ripstra, to **approve** the minutes of the January 8, 2015 meeting as presented. *The motion was approved unanimously.*

Item 4. **Approval of the Agenda.** A motion was made by Commissioner Morris, and seconded by Commissioner Ripstra, to approve the agenda as presented. *The motion was approved unanimously.*

Item 5. **Request(s) for Review, Comment, and Recommendation**

a. **Consideration of Township Zoning Amendment(s).**

- (1) **#15-03 – Rezoning (Blackman Township).** Staff summarized its report regarding the proposed rezoning of a vacant property located on the east side of Oak Grove Avenue where Catherine Street terminates from General Commercial (C-2) to Multiple-Family Residential (RM-1). The applicant wishes to rezone the property in order to develop the second (52-unit) phase of Canterbury House Apartments. The Blackman Township Planning Commission recommended approval of the rezoning to RM-1. Staff noted that the rezoning met the criteria upon which a rezoning must be considered according to Blackman Township's Zoning Plan (see staff report). Accordingly, staff advised the Commission to recommend **approval** of the proposed rezoning to RM-1.

Mike Rodriguez, representing Canterbury House Apartments (the applicant), spoke in favor of the rezoning.

A motion was made by Commissioner Ripstra, and seconded by Commissioner Morris, to recommend **approval** of the proposed rezoning, in concurrence with the staff report. *The motion was approved unanimously.*

b. **Consideration of Master Plan(s).** None

Item 6. **Other Business**

a. **Unfinished Business.** None

b. **New Business.**

(1) Election of Officers for 2015

A motion was made by Commissioner Williams, and seconded by Commissioner Rice, to nominate Commissioner Torres to continue serving as Chair. *The motion was approved unanimously.*

A motion was made by Commissioner Williams, and seconded by Commissioner Hawley, to nominate Commissioner Morris to continue serving as Secretary. *The motion was approved unanimously.*

(2) Resolution of Support

Mr. Bauman requested that the Commission consider passing a Resolution of Support (attached) regarding grant applications to the Michigan Natural Resources Trust Fund (MNRTF) for the Sparks Park Inter-City Trail Connector (Jackson County), the Fourth Street Trail Connector (City of Jackson), and the Horton Road Trail (Summit Township). The proposed trails will create several alternative loops along the Falling Water/Inter-City Trail Corridor and connect Ella Sharp Park and Sparks Foundation County Park (i.e., the Cascades) to the Corridor.

Commissioner Hawley said that the projects are timely given that the Michigan Department of natural Resources is currently working with Blackman Township and other local officials to extend the Lakelands Trail into Jackson County, ultimately connecting with the Arts Riverwalk portion of Jackson's Inter-City Trail.

A motion was made by Commissioner Morris, and seconded by Commissioner Hilleary, to approve the resolution of support for the three projects. *The motion was approved unanimously, with Commissioner Ripstra abstaining due to his involvement in two of those projects.*

(3) FY 2014 Solid Waste Generation and Disposal

Mr. Bauman provided Commissioners with a draft report prepared for the Jackson County Solid Waste Planning Committee regarding the disposal of solid waste generated in Jackson County and disposed of in Michigan Landfills between October 1, 2013 and September 30, 2014.

Item 7. **Public Comment.** County Commissioner Alexander stated that she thought the meeting was interesting.

Item 8. **Commissioner Comment.** None

Item 9. **Adjournment.** The meeting was adjourned by Chair Torres at 5:00 pm.

Respectfully submitted by:
Grant Bauman, Recording Secretary



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MEETING MINUTES

Thursday, April 9, 2015

Jackson County Tower Building • Jackson, Michigan

Members Present: Nancy Hawley, At Large; Jennifer Morris, At Large; Jared Vickers, At Large; Jim Videto, Agriculture; Ted Hilleary, Education; Jack Ripstra, Environmental; and Amy Torres, Industry and Economics

Members Absent: Jonathan Williams, At Large, and Carl Rice, Jr., Jackson County Board of Commissioners

Liaisons Present: Grant Bauman, R2PC Principal Planner

Others Present: None

Item 1. **Call to Order and Pledge of Allegiance.** The meeting was called to order at 6:00 p.m. by Chair Torres. Those in attendance rose and joined in the Pledge of Allegiance.

Item 2. **Public Comment.** None

Item 3. **Approval of Minutes.** A motion was made by Commissioner Videto, and seconded by Commissioner Ripstra, to **approve** the minutes of the March 12, 2015 meeting as presented. *The motion was approved unanimously.*

Item 4. **Approval of the Agenda.** Staff requested that approval of the 2014 Annual Report be added to the agenda. A motion was made by Commissioner Hilleary, and seconded by Commissioner Ripstra, to approve the agenda as amended. *The motion was approved unanimously.*

Item 5. **Request(s) for Review, Comment, and Recommendation**

a. **Consideration of Township Zoning Amendment(s).**

- (1) **#15-04 – Text Amendment (Blackman Township).** Staff summarized its report regarding the proposed revision of Section 5.2, Sign Regulations, of the *Blackman Charter Township Zoning Ordinance*. Staff noted various concerns and advised the Commission to recommend **approval with comments** (see staff report) of the proposed amendments.

Commissioner Morris was concerned that “miscellaneous signs and posters” and “swinging signs” were included in the listing of prohibited signs. Staff responded that those prohibitions are included in the current regulations.

A motion was made by Commissioner Morris, and seconded by Commissioner Hilleary, to recommend **approval with comments** of the proposed text amendments, in concurrence with the staff report. *The motion was approved unanimously.*

- (2) **#15-05 – Rezoning (Leoni Township).** Staff summarized its report regarding the proposed rezoning of 104.5 acres of vacant property on both sides of Portage Road, east of Goose Lake, from Suburban Residential (RS) to Agricultural (AG). The applicant wishes to rezone the properties in order to farm them. The Blackman Leoni Township

Planning Commission recommended approval of the rezoning to AG. Staff noted that the rezoning met the majority of the criteria upon which a rezoning must be considered according to Leoni Township's Zoning Plan (see staff report). Accordingly, staff advised the Commission to recommend **approval** of the proposed rezoning to AG. Staff further recommended that the Township's future land use map be amended to reflect the change in policy for the general area.

A motion was made by Commissioner Morris, and seconded by Commissioner Ripstra, to recommend **approval** of the proposed rezoning, in concurrence with the staff report. *The motion was approved unanimously.*

- (3) **#15-06 – Text Amendment (Napoleon Township).** Staff summarized its report regarding various proposed amendments to the *Leoni Township Zoning Ordinance*. Staff noted its support and advised the Commission to recommend **approval** (see staff report) of the proposed amendments.

Commissioner Morris was concerned that simply “discouraging” slatted chain-link fences is not enforceable.

A motion was made by Commissioner Morris, and seconded by Commissioner Ripstra, to recommend **approval with comments** of the proposed text amendments, noting that “discouraging” something is not enforceable. *The motion was approved unanimously.*

- b. **Consideration of Master Plan(s).** None

Item 6. **Other Business**

- a. **Unfinished Business.** None

- b. **New Business.**

- (1) 2014 JCPC Annual Report

Staff reminded Commissioners of the requirement to submit an annual report to the County Board of Commissioners and provided a draft report for their consideration.

A motion was made by Commissioner Ripstra, and seconded by Commissioner Morris, to approve the report as submitted. *The motion was approved unanimously.*

- (2) Resolution of Support

- (3) FY 2014 Solid Waste Generation and Disposal

Item 7. **Public Comment.** None.

Item 8. **Commissioner Comment.** Chair Torres announced that the Enterprise Group will make a presentation to the Commission during its June meeting regarding further investment in the County, concentrating on persons and place, and how that applies to master planning. Commissioner Morris asked that being “Redevelopment Ready” be included in future JCPC presentations.

Item 9. **Adjournment.** The meeting was adjourned by Chair Torres at 6:50 pm.

Respectfully submitted by:
Grant Bauman, Recording Secretary



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MEETING MINUTES

Thursday, May 14, 2015

Jackson County Tower Building • Jackson, Michigan

Members Present: Nancy Hawley, At Large; Jennifer Morris, At Large; Jared Vickers, At Large; Ted Hilleary, Education; and Carl Rice, Jr., Jackson County Board of Commissioners

Members Absent: Jonathan Williams, At Large; Jim Videto, Agriculture; Jack Ripstra, Environmental; and Amy Torres, Industry and Economics

Liaisons Present: Grant Bauman, R2PC Principal Planner

Others Present: None

Item 1. **Call to Order and Pledge of Allegiance.** The meeting was called to order at 6:00 p.m. by Vice-Chair Morris. Those in attendance rose and joined in the Pledge of Allegiance.

Item 2. **Public Comment.** None

Item 3. **Approval of Minutes.** A motion was made by Commissioner Hilleary, and seconded by Commissioner Rice, to **approve** the minutes of the April 9, 2015 meeting as presented. *The motion was approved unanimously.*

Item 4. **Approval of the Agenda.** A motion was made by Commissioner Hilleary, and seconded by Commissioner Hawley, to **approve** the agenda as presented. *The motion was approved unanimously.*

Item 5. **Request(s) for Review, Comment, and Recommendation**

a. **Consideration of Township Zoning Amendment(s).** None

b. **Consideration of PA 116 Application(s).** None.

- (1) **#15-01 – Section 25 of Pulaski Township (T4S,R3W).** Staff summarized its report regarding the proposed PA 116 Agreement for 90 acres of land located on the south side of Hanover Road between Luttenton and Grover Roads, of which 75 acres are cultivated for cash crops. The countywide future land use map places the property in an area recommended for “Agricultural Preservation” (see staff report). Staff noted that a term (i.e., time limit) for the application was not selected and advised the Commission to recommend **approval** of the PA 116 Application.

A motion was made by Commissioner Hawley, and seconded by Commissioner Hilleary, to recommend **approval** of the proposed PA 116 Application. *The motion was approved unanimously.*

b. **Consideration of Master Plan(s).**

- (1) **#15-01 – Norvell Township.** Staff summarized its report, advising the Commission to state that, in its opinion, the proposed *Norvell Township Master Plan* is consistent with:

- The master plans of adjacent Jackson County and Lenawee County municipalities and
- The *Jackson Community Comprehensive Plan*

Staff also advised the Commission to recommend that the Township further develop its future land use map to reflect the development patterns in the vicinity of Norvell Village and other pertinent area within its borders. A listing of other comments/recommendations was also included (see staff report).

A motion was made by Commissioner Rice, and seconded by Commissioner Hilleary, to **concur** with the staff advisement. *The motion was approved unanimously.*

Item 6. **Other Business**

- a. **Unfinished Business.** None
- b. **New Business.**

(1) Planning & Zoning Notes

Staff presented the first issue of a proposed collection of advisory memos on planning and zoning topics aimed at educating municipal planning commissions and other pertinent local officials. The first issue of *Planning & Zoning Notes* addresses the state mandated process for approving municipal master plans.

The education piece was accepted by the common consent of the Commissioners.

Item 7. **Public Comment.** None

Item 8. **Commissioner Comment.** None

Item 9. **Adjournment.** The meeting was adjourned by Vice-Chair Morris at 6:15 pm.

Respectfully submitted by:
Grant Bauman, Recording Secretary



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MEETING MINUTES

June 11, 2015

Jackson County Tower Building • Jackson, Michigan

- Members Present:** Nancy Hawley, At Large; Jennifer Morris, At Large; Jared Vickers, At Large; Jonathan Williams, At Large; Jim Videto, Agriculture; Ted Hilleary, Education; Jack Ripstra, Environmental; Amy Torres, Industry and Economics; and Carl Rice, Jr., Jackson County Board of Commissioners
- Members Absent:** None
- Liaisons Present:** Grant Bauman, R2PC Principal Planner
- Others Present:** Tim Rogers

- Item 1. **Call to Order and Pledge of Allegiance.** The meeting was called to order at 6:00 p.m. by Chair Torres. Those in attendance rose and joined in the Pledge of Allegiance.
- Item 2. **Public Comment.** None
- Item 3. **Approval of Minutes.** A motion was made by Commissioner Morris, and seconded by Commissioner Hilleary, to **approve** the minutes of the May 14, 2015 meeting as presented. *The motion was approved unanimously.*
- Item 4. **Approval of the Agenda.** Chair Torres requested that Mr. Rogers' presentation be moved ahead of the "request(s) for review, comment, and recommendation".
- A motion was made by Commissioner Ripstra, and seconded by Commissioner Morris, to **approve** the agenda as amended. *The motion was approved unanimously.*
- Item 5. **Acknowledging Jackson's Challenges for Growth:
The Significance of 'People & Place'**
- Mr. Tim Rogers, President & CEO of The Enterprise Group of Jackson, made a presentation to Commissioners regarding Jackson County's competitiveness for new business investment and reinvestment. 'People and place' are key: there needs to be a skilled workforce as well as available developable land. Available land must be 'shovel ready,' with the needed infrastructure, zoning, and size so that building can take place in a short period of time. The community will of Jackson County must be determined regarding economic development, but the conversation has yet to begin. Placemaking, brownfield development, farmland protection, and impact fees/concurrency were discussed by Commissioners and Mr. Rogers. It was the consensus of the Commission that it needs to lead by example and to reach out to local governments and the general public.

Item 6. **Request(s) for Review, Comment, and Recommendation**

a. **Consideration of Township Zoning Amendment(s).**

- (1) **#15-07 – Rezoning (Napoleon Township).** Staff summarized its report regarding the proposed rezoning of a 0.6 acre parcel of property on the north side of Brooklyn Road (M-50), west of its dog-leg turn to the south, from Single-Family Residential (R-1) to General Commercial (GC). The applicant wishes to rezone the property in order to expand the gas station located at the corner of M-50 and West Street. The Napoleon Township Planning Commission recommended approval of the rezoning to GC. Staff noted that the rezoning met the criteria upon which a rezoning must be considered according to Napoleon Township's Zoning Plan (see staff report). Accordingly, staff advised the Commission to recommend **approval** of the proposed rezoning to GC. Commissioner Ripstra announced that he would abstain from the vote given that he is involved in the project.

A motion was made by Commissioner Morris, and seconded by Commissioner Hilleary, to recommend **approval** of the proposed rezoning in concurrence with the staff report. *The motion was approved unanimously, with Commissioner Ripstra abstaining.*

b. **Consideration of Master Plan(s).** None

Item 7. **Other Business**

a. **Unfinished Business.** None

b. **New Business.** None

Item 8. **Public Comment.** None

Item 9. **Commissioner Comment.** None

Item 10. **Adjournment.** The meeting was adjourned by Chair Torres at 7:30 pm.

Respectfully submitted by:
Grant Bauman, Recording Secretary



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MEETING MINUTES

July 9, 2015

Jackson County Tower Building • Jackson, Michigan

- Members Present:** Nancy Hawley, At Large; Jennifer Morris, At Large; Jonathan Williams, At Large; Jim Videto, Agriculture; Ted Hilleary, Education; Jack Ripstra, Environmental; and Amy Torres, Industry and Economics; and
- Members Absent:** Jared Vickers, At Large, and Carl Rice, Jr., Jackson Co. Board of Commissioners
- Liaisons Present:** Grant Bauman, R2PC Principal Planner
- Others Present:** None

- Item 1. **Call to Order and Pledge of Allegiance.** The meeting was called to order at 6:00 p.m. by Chair Torres. Those in attendance rose and joined in the Pledge of Allegiance.
- Item 2. **Public Comment.** None
- Item 3. **Approval of Minutes.** A motion was made by Commissioner Morris, and seconded by Commissioner Ripstra, to **approve** the minutes of the June 11, 2015 meeting as presented. *The motion was approved unanimously.*
- Item 4. **Approval of the Agenda.** A motion was made by Commissioner Morris, and seconded by Commissioner Hilleary, to **approve** the agenda as presented. *The motion was approved unanimously.*
- Item 5. **Request(s) for Review, Comment, and Recommendation**
- a. **Consideration of Township Zoning Amendment(s).**
- (1) **#15-08 – Text Amendments (Napoleon Township).** Staff summarized its report regarding the various proposed amendments to the *Napoleon Township Zoning Ordinance* which can be organized into several broad categories: (a) adult foster care homes, (b) development density and water and sanitary facilities, (c) various structure regulations, and (d) agricultural market definitions. The Napoleon Township Planning Commission recommended approval of the proposed amendments. Staff noted various minor suggestions to the proposed amendments in order to make them easier to understand and administer (see staff report). Accordingly, staff advised the Commission to recommend approval with comments of the proposed text amendments. Commissioners asked various questions of staff and made a few additional comments (see the staff report). Staff also spoke about Michigan's Right-to-Farm Act and its various Generally Accepted Agricultural Management Practices (GAAMPs) as they relate to the definitions of farm markets.

A motion was made by Commissioner Morris, and seconded by Commissioner Ripstra, to recommend approval with comments of the proposed rezoning in concurrence with the staff report (as amended). *The motion was approved unanimously.*

Commissioner Videto voiced his general concern regarding the sale of products at a farm market that are not produced on the farm the market serves.

- (2) **#15-09 – Rezoning (Napoleon Township).** Staff summarized its report regarding the proposed rezoning of the northern 2.4 acres of a 7.4 acre parcel of property located on the south side of Brooklyn Road (M-50) in Section 36 (T3S-R1E) of the Township from Single-Family Residential (R-1) to General Commercial (GC). The applicant wishes to rezone the property in order to build a Dollar General store. The Napoleon Township Planning Commission recommended approval of the rezoning to GC. Staff noted that the rezoning met the criteria upon which a rezoning must be considered according to Napoleon Township’s Zoning Plan (see staff report). Accordingly, staff advised the Commission to recommend approval of the proposed rezoning to GC. In the spirit of full disclosure, Commissioner Morris informed her colleagues that her fiancé’s grandfather owns an adjacent property.

A motion was made by Commissioner Williams, and seconded by Commissioner Hilleary, to recommend approval of the proposed rezoning in concurrence with the staff report. *The motion was approved unanimously.*

- (3) **#15-10 – Rezoning (Spring Arbor Township).** Staff summarized its report regarding the proposed rezoning of the 2.5 acre parcel of property located north of King Road, and west of Chapel Road, in Section 8 (T3S-R2W) of the Township from Agricultural (AG-1) to Rural Non-Farm Residential (RNF-1). The applicant wishes to rezone the property in order to “reflect the actual use of the property and to reduce the size of required setbacks”. The Spring Arbor Township Planning Commission recommended approval of the rezoning to RNF-1. Staff noted that the rezoning met the criteria upon which a rezoning must be considered according to Spring Arbor Township’s Zoning Plan (see staff report). Accordingly, staff advised the Commission to recommend approval of the proposed rezoning to RNF-1. Chair Torres noted that the rezoning corrects a defacto spot zoning.

A motion was made by Commissioner Videto, and seconded by Commissioner Ripstra, to recommend approval of the proposed rezoning in concurrence with the staff report. *The motion was approved unanimously.*

- (4) **#15-11 – Text Amendments (Grass Lake Charter Township).** Staff summarized its report regarding the various proposed amendments to the *Grass Lake Charter Township Zoning Ordinance* which can be organized into several broad categories: (a) planned unit developments, (b) setbacks, and (c) farm building definition. The Grass Lake Charter Township Planning Commission recommended approval of the proposed amendments. Staff noted various minor suggestions to the proposed amendments in order to make them easier to understand and administer (see staff report). Accordingly, staff initially advised the Commission to recommend approval of the proposed text amendments. However, JCPC commissioners did note a needed clarification to Sec. 13.05.B.5, which would result in a substantive change (see the staff report).

A motion was made by Commissioner Morris, and seconded by Commissioner Ripstra, to recommend approval with comments of the proposed rezoning in concurrence with the staff report (as amended).

b. **Consideration of Master Plan(s).** None

Item 6. **Other Business**

a. **Unfinished Business.** None

b. **New Business.** Staff informed the Commission of a communication from the Federal Aviation Administration (FAA) regarding the Notice of Preparation for Environmental Assessment regarding the proposed Cleveland-Detroit Metroplex (CLA-DTW Metroplex) and the opportunity to comment. By general consent, the Commission decided to forward no comments to the FAA given that no aviation facilities in Jackson County are included in the study.

Item 7. **Public Comment.** None

Item 8. **Commissioner Comment.** None

Item 9. **Adjournment.** The meeting was adjourned by Chair Torres at 7:05 pm.

Respectfully submitted by:
Grant Bauman, Recording Secretary



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MEETING MINUTES

September 10, 2015

Jackson County Tower Building • Jackson, Michigan

- Members Present:** Nancy Hawley, At Large; Jennifer Morris, At Large; Jonathan Williams, At Large; Jared Vickers, At Large; Jim Videto, Agriculture; Ted Hilleary, Education; Amy Torres, Industry and Economics; and Carl Rice, Jr., Jackson Co. Board of Commissioners
- Members Absent:** Jack Ripstra, Environmental
- Liaisons Present:** Grant Bauman, R2PC Principal Planner
- Others Present:** Cliff Herl, Trustee, Rives Township

- Item 1. **Call to Order and Pledge of Allegiance.** The meeting was called to order at 6:00 p.m. by Chair Torres. Those in attendance rose and joined in the Pledge of Allegiance.
- Item 2. **Public Comment.** None
- Item 3. **Approval of Minutes.** A motion was made by Commissioner Williams, and seconded by Commissioner Hilleary, to **approve** the minutes of the July 9, 2015 meeting as presented. *The motion was approved unanimously.*
- Item 4. **Approval of the Agenda.** A motion was made by Commissioner Videto, and seconded by Commissioner Morris, to **approve** the September 10, 2015, agenda as presented. *The motion was approved unanimously.*
- Item 5. **Request(s) for Review, Comment, and Recommendation**
- a. **Consideration of Township Zoning Amendment(s).**
- (1) **#15-12 – Text Amendments (Leoni Township).** Staff summarized its report regarding the various proposed amendments to the *Chapter 42, Zoning, of the Township of Leoni Code of Ordinances* which can be organized into two broad categories: (a) ‘accessory building height’ and (b) ‘waterfront setback’. The Leoni Township Planning Commission recommended approval of the proposed amendments. Staff noted concern over the lack of documentation regarding the proposed amendments (see staff report). Accordingly, staff advised the Commission to recommend **approval with comments** of the proposed text amendments. Commissioner Hawley voiced her concern regarding the reduction in the structure setback from a lake, river, or stream citing the potential decrease in water quality caused by an increase in the amount of nearby impervious surfaces; she also prepared a 2-page memo regarding ‘waterfront setbacks’ for County and Township planning commissioners (at-

tached). Commissioner Rice stated that he did not disagree with Commissioner Hawley, but pointed out that the Township can reduce the setback legally. Commissioner Videto appreciated the staff comments. Commissioner Williams asked what precipitated the proposed amendment. Commissioner Hilleary was concerned with consistency. Commissioner Morris suggested splitting the request.

A motion was made by Commissioner Morris, and seconded by Commissioner Hilleary, to recommend **approval** of the proposed amendments regarding 'accessory building height' but **disapproval** of the proposed amendment regarding 'waterfront setback' due to the inconsistency with the goals and objectives of the Township's master plan. *The motion was approved unanimously.*

- (2) **#15-13 – Text Amendments (Henrietta Township).** Staff summarized its report regarding the various proposed amendments to the *Henrietta Township Zoning Ordinance* regarding parking in commercial districts by: (a) simplifying the parking requirement for stores to 1 parking space for every 200 square feet of gross floor area and (b) allowing the Township's planning commission to reduce that requirement by up to 25% during the site plan approval process. The Henrietta Township Planning Commission recommended approval of the proposed amendments. Staff noted its support for simplifying and easing parking requirements and that the ability to further reduce the number of parking spaces administratively may also cut down on the call for variances (see staff report). Accordingly, staff advised the Commission to recommend **approval** of the proposed text amendments. Commissioner Morris suggested that some type of criteria should be established for the reduction (e.g., shared use, etc.), providing consistency in decision making over time.

A motion was made by Commissioner Morris, and seconded by Commissioner Vickers, to recommend **approval with comments** (i.e., regarding the need for criteria). *The motion was approved unanimously.*

- (3) **#15-14 – Text Amendments (Rives Township).** Staff summarized its report regarding the proposed re-adoption of the amended *Chapter 17, Zoning, Rives Township Code of Ordinances* which brings it into greater conformance with the Michigan Zoning Enabling Act and other State legislation as well as providing additional improvements (see the staff report). The Rives Township Planning Commission recommended approval of the revised Chapter of its Code. Staff noted its participation in this amendment process prior to handing it over to the Township's attorney for final editing. Staff further noted that some of its recommendations regarding the Michigan Right-to-Farm Act and other State legislation were not addressed (see staff report). Accordingly, staff advised the Commission to recommend **approval with comments** of the proposed re-adoption of the amended Chapter.

A motion was made by Commissioner Morris, and seconded by Commissioner Rice, to recommend **approval with comments** of the proposed re-adoption of the amended Chapter in concurrence with the staff report. *The motion was approved unanimously.*

- (4) **#15-15 – Rezoning (Parma Township).** Staff summarized its report regarding the proposed rezoning of the 26.4 acre property adjacent to Michigan Avenue, and within the vicinity of the I-94/Concord Road Interchange, in Section 27 (T2S-R3W) of

the Township from Agricultural (AG-1) to Highway Service District (C-2). The applicant wishes to rezone the property in order to facilitate “a commercial sale”. The Parma Township Planning Commission recommended disapproval of the rezoning to C-2. Staff noted that the rezoning did not meet the criteria upon which a rezoning will likely be considered once the Township’s new master plan (under development) is adopted (see staff report). Accordingly, staff advised the Commission to recommend **disapproval** of the proposed rezoning to C-2.

A motion was made by Commissioner Videto, and seconded by Commissioner Williams, to recommend **disapproval** of the proposed rezoning in concurrence with the staff report and the Township’s planning commission. *The motion was approved unanimously.*

b. **Consideration of Master Plan(s).** None

Item 6. **Other Business**

a. **Unfinished Business.** None

b. **New Business.** None.

Item 7. **Public Comment.** None

Item 8. **Commissioner Comment.** None

Item 9. **Adjournment.** The meeting was adjourned by Chair Torres at 7:00 pm.

Respectfully submitted by:
Grant Bauman, Recording Secretary



Jackson County Planning Commission

Staffed by the Region 2 Planning Commission (R2PC)

120 W. Michigan Avenue • Jackson, MI 49201

Phone (517) 788-4426 • Fax (517) 788-4635

MEETING MINUTES

October 8, 2015

Jackson County Tower Building • Jackson, Michigan

- Members Present:** Nancy Hawley, At Large; Jennifer Morris, At Large; Jared Vickers, At Large; Ted Hilleary, Education; Jack Ripstra, Environmental; and Carl Rice, Jr., Jackson Co. Board of Commissioners
- Members Absent:** Jonathan Williams, At Large; Jim Videto, Agriculture; and Amy Torres, Industry and Economics;
- Liaisons Present:** Grant Bauman, R2PC Principal Planner
- Others Present:** Aaron Dawson, R2PC Senior Planner

- Item 1. **Call to Order and Pledge of Allegiance.** The meeting was called to order at 6:03 p.m. by Secretary Morris. Those in attendance rose and joined in the Pledge of Allegiance.
- Item 2. **Public Comment.** None.
- Item 3. **Approval of Minutes.** A motion was made by Commissioner Hilleary, and seconded by Commissioner Ripstra, to **approve** the minutes of the September 10, 2015 meeting as presented. *The motion was approved unanimously.*
- Item 4. **Approval of the Agenda.** A motion was made by Commissioner Rice, and seconded by Commissioner Hilleary, to **approve** the October 8, 2015, agenda as presented. *The motion was approved unanimously.*
- Item 5. **Request(s) for Review, Comment, and Recommendation**
- a. **Consideration of Township Zoning Amendment(s).** None.
 - b. **Consideration of Master Plan(s).** None.
- Item 6. **Other Business**
- a. **Unfinished Business.** None.
 - b. **New Business**
 - (1) **Farmland and Open Space Preservation Program (PA 116) applications**
 - (a) **FA #15-02 – Section 15 of Liberty Township (T4S,R1W).** Staff summarized its report regarding the proposed PA 116 Agreement for 37 acres of land located on the north side of South Jackson Road and the west side of Waite Road of which 17 acres are cultivated for cash crops and livestock are also raised. The proposed term for the agreement is 15 years. The countywide future land use

map places the property in an area recommended for “Agricultural Preservation” (see staff report). Staff advised the Commission to recommend **approval** of the PA 116 Application, further suggesting that an area containing the two homes be removed from the application in order to eliminate the need to pay back a portion of the allotted tax break if they are subdivided and sold off at some point in the future.

A motion was made by Commissioner Hilleary, and seconded by Commissioner Rice, to recommend **approval** of the proposed PA 116 Application as advised by staff. *The motion was approved unanimously.*

- (b) **FA #15-03a & -3b – Section 11 of Pulaski Township (T4S,R3W).** Staff summarized its report regarding the proposed PA 116 Agreements for 75.8 acres of land located on the south side of Lippert Road and the west side of Luttenton Road, of which 57 acres are cultivated for cash crops. A term (i.e., time limit) for the applications was not selected. The countywide future land use map places the property in an area recommended for “Agricultural Preservation” (see staff report). Staff advised the Commission to recommend **approval** of the PA 116 Applications, noting the need to select a term for the agreements.

A motion was made by Commissioner Ripstra, and seconded by Commissioner Hilleary, to recommend **approval** of the proposed PA 116 Application as advised by staff. *The motion was approved unanimously.*

(2) **Presentation. *The Emerging Jackson County Trail Network: Pathways to a Vision***

Staff informed Commissioners of the ongoing effort to create a non-motorized trail network in Jackson County. The effort began with the planning for the City’s Dr. Martin Luther King Jr. Equity Trail and the County’s Falling Waters Trail. The next step was the creation of the Jackson County Regional Trailway Study in 2002. Local communities have built upon the “stick network” of trails proposed in that study by planning for additional trails which connect to various destinations/attractions within their jurisdictions. Finally, it was revealed that the corridor created by linking the Dr. Martin Luther King Jr. Equity Trail and the County’s Falling Waters Trail with the extension of the Lakelands Trail State Park provides the backbone of 2 proposed statewide trails as they traverse Jackson County. The presentation concluded with the proposed plan of action to complete the missing gaps in that important corridor.

Item 7. **Public Comment.** None.

Item 8. **Commissioner Comment.** Commissioner Hawley informed her fellow commissioners of several upcoming community events.

Item 9. **Adjournment.** The meeting was adjourned by Secretary Morris at 7:08 pm.

Respectfully submitted by:
Grant Bauman, Recording Secretary



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MEETING MINUTES

December 10, 2015

Jackson County Tower Building • Jackson, Michigan

- Members Present:** Nancy Hawley, At Large; Jared Vickers, At Large; Ted Hilleary, Education; Jonathan Williams, At Large; Jim Videto, Agriculture; and Amy Torres, Industry and Economics
- Members Absent:** Carl Rice, Jr., Jackson Co. Board of Commissioners; Jennifer Morris, At Large; and Jack Ripstra, Environmental
- Liaisons Present:** Aaron Dawson, R2PC Senior Planner
- Others Present:** John Worden, Summit Township Zoning Administrator

- Item 1. **Call to Order and Pledge of Allegiance.** The meeting was called to order at 6:04 p.m. by Commissioner Torres. Those in attendance rose and joined in the Pledge of Allegiance.
- Item 2. **Public Comment.** Mr. Worden asked to speak to the Commission when there was discussion of the Summit Township rezoning case. No other public comment was received.
- Item 3. **Approval of Minutes.** A motion was made by Commissioner Hilleary, and seconded by Commissioner Williams, to **approve** the minutes of the October 8, 2015 meeting as presented. *The motion was approved unanimously.*
- Item 4. **Approval of the Agenda.** Mr. Dawson notified the Commission that two additional agenda items had been added. The additional items for Sandstone Township were added as items "d" and "e" under agenda item 5. A motion was made by Commissioner Videto, and seconded by Commissioner Hilleary, to **approve** the December 10, 2015, agenda as amended. *The motion was approved unanimously.*
- Item 5. **Request(s) for Review, Comment, and Recommendation**
- a. **Consideration of Township Zoning Amendment(s).**
- (1) **#15-16 – Various Text Amendments to Chapter 150 of Code of Ordinances, Summit Township.** Staff summarized the proposed amendments to the Summit Township Code of Ordinances, which clarifies definitions of "adult entertainment" uses and allows these uses only in zoning district C-3 as a conditional use. "Adult entertainment" establishments were accidentally allowed in C-1, C-2, and C-3 districts in the current ordinance. The proposed amendments also called for a 6-month moratorium on all "adult entertainment" uses, but staff noted this was not necessary as there is already one in effect. A motion was made by Commissioner Williams, and seconded by Commissioner Hawley, to **approve with comments** the

ordinance text amendments as presented. Staff will notify Summit Township that no moratorium is necessary in the Code of Ordinances, as one is already in effect. *The motion was approved unanimously.*

- (2) **#15-17 - Summit Township Rezoning from Urban Residential (RU-1) to Light Industrial (I-1) in Section 4 (T3S-R1W).** Staff summarized Case #15-17 for the Commission. After review of the proposed rezoning, staff recommended disapproval of the application due to expansion of a non-compatible land use further into a residential area. A full review of the staff recommendation is included in the report. Mr. Worden of Summit Township explained that the lots where the I-1 district would expand to are not large enough to build a house on, and that the parcel currently has two zoning districts. This rezoning would make the parcel one land use. The plans of the current owner are to build a pole barn for vehicle storage and essentially clean the parcel up, having a conforming area to park vehicles and equipment. Commissioner Torres asked Mr. Worden why the owner does not expand south; on the vacant portion of what is already zoned I-1. Mr. Worden replied that the condition of the lot/soil will not allow for construction there. Commissioner Hawley also stated that the main concern is what future land uses may occur there, if the owner decides to sell the property. She also noted that marijuana laws in the future could also allow for that type of land use in a residential neighborhood. Commissioner Williams asked what would be stored in the new storage building, and Mr. Worden replied it will be vehicles and maintenance equipment. A motion was made by Commissioner Torres, supported by Commissioner Hawley, to **disapprove** the requested rezoning based on staff recommendations. *The motion failed by a vote of 2 for, and 4 against.* Commissioner Williams and Commissioner Torres then discussed that the proposed rezoning is not a “spot zoning” case, and that this would allow the entire parcel to be zoned for one use. In addition, the rezoning would allow the property to be more presentable and fully conforming. After further discussion, a motion was made by Commissioner Williams, supported by Commissioner Videto, to **approve with comments** the requested rezoning. Mr. Dawson noted that he will forward the comments to the Summit Township Planning Commission that the Jackson County Planning Commission’s only concern is potential future land uses. *The motion passed unanimously.*

b. **Consideration of Master Plan(s).** None.

c. **Farmland and Open Space Preservation Program (PA 116) application**

- (a) **FA #15-03 – Section 12 of Tompkins Township (T1S, R2W).** Staff summarized its report regarding the proposed PA 116 Agreement for 5 acres of land located on the south side of Baseline Road and the west side of Rives-Eaton Road of which 3 acres are cultivated for cash crops. The proposed term for the agreement is 30 years. The countywide future land use map places the property in an area recommended for “Agricultural Preservation” (see staff report). Staff advised the Commission to recommend **approval** of the PA 116 Application, noting that the home and storage areas cannot be removed from the application due the property being 5 acres, the minimum size allowed for a PA 116. A

motion was made by Commissioner Williams, and seconded by Commissioner Hilleary, to recommend **approval** of the proposed PA 116 Application as presented. *The motion was approved unanimously.*

- d. **#15-18 – Text Amendments to the Sandstone Township Zoning Ordinance.** Commissioner Hawley noted that on the Zoning Amendment form, the Township had only allowed a 7 day public comment period. The Commission then agreed to **take no action** on this case until a 15 day comment period was allowed, as stated in Section 103 of the Michigan Zoning Enabling Act. Staff will notify the Sandstone Township Planning Commission.
- e. **#15-19 - Sandstone Township Rezoning from Agricultural (AG-1) to Light Industrial (I-1).** Commissioner Hawley noted that on the Zoning Amendment form, the Township had only allowed a 7 day public comment period. The Commission then agreed to **take no action** on this case until a 15 day comment period was allowed, as stated in Section 103 of the Michigan Zoning Enabling Act. Staff will notify the Sandstone Township Planning Commission.

Item 6. **Other Business**

- a. **Unfinished Business.** None.
- b. **New Business**

(1) **Proposed 2016 Meeting Schedule**

Staff informed the Commissioners of the proposed meeting dates for the 2016 calendar year. Mr. Dawson noted that all meeting submittal dates should be on Wednesday, which will be corrected. Also, the regular November meeting will occur on the first Thursday of the month, due to a conflict with the Region 2 Planning Annual Dinner. A motion was made by Commissioner Hilleary, seconded by Commissioner Videto, to **approve** the meeting schedule with the corrections listed above. *The motion passed unanimously.*

Item 7. **Public Comment.** None.

Item 8. **Commissioner Comment.** Commissioner Williams informed his fellow commissioners that this would be his last meeting, as he would not be renewing his term. The Commission thanked him for his service.

Item 9. **Adjournment.** The meeting was adjourned by Commissioner Torres at 7:20 p.m.

Respectfully submitted by:

Aaron Dawson, Region 2 Planning Staff