



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

2017 JCPC MEETING MINUTES

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120 W. Michigan Avenue • Jackson, MI 49201

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

MEETING MINUTES

January 12, 2017

Jackson County Tower Building • Jackson, Michigan

Members Present: Timothy Burns, At Large; Roger Gaede, Environment; Nancy Hawley, At Large; Ted Hilleary, Education; Jennifer Morris, At Large; John Polaczyk, Jackson County Board of Commissioners; Amy Torres, Industry and Economics;

Members Absent: Jared Vickers, At Large, and Jim Videto, Agriculture

Liaisons Present: Grant Bauman, R2PC Principal Planner

Others Present: Daniel Sandoval, Wade Vanden Bosch, Julie De Maertelieve, Andrea Britten, and Dan Decker

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

Item 2. **Public Comment.** There were no public comments.

Item 3. **Approval of Minutes.** A motion was made by Commissioner Burns, and seconded by Commissioner Morris, to **approve** the minutes of the December 8, 2016, meeting. *The motion was approved unanimously.*

Item 4. **Approval of the Agenda.**

The Election of Officers was added to the agenda under Item 6.b(1)

A motion was made by Commissioner Polaczyk, and seconded by Commissioner Hilleary, to **approve** the January 12, 2017, 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) **CZ #17-01 – Rezoning in Section 31 (T4S, R2E) of Columbia Township**

Staff summarized its report regarding the proposed rezoning of a property from Agricultural (AG-1) to Highway Service Commercial (C-3), advising County Planning Commissioners to recommend approval with comments of the rezoning to C-3. The zoning map discrepancy mentioned in the staff report needs to be addressed.

A motion was made by Commissioner Morris, and seconded by Commissioner Polaczyk, to concur with the staff advisement recommending **approval with comments** of the rezoning to C-3: the zoning map discrepancy mentioned in the staff report needs to be addressed. *The motion was approved unanimously.*

Commissioner Gaede abstained from the vote because he serves on the Columbia Township Planning Commission.

(2) CZ #17-02 – Rezoning in Section 32 (T2S, R1W) of Blackman Township

Staff summarized its report regarding the proposed rezoning of properties from General Commercial (C-2) to Industrial (I-1), advising County Planning Commissioners to recommend approval of the rezoning to I-1. Staff also informed Commissioners that he prepared the initial staff report for Blackman Township.

A motion was made by Commissioner Polaczyk, and seconded by Commissioner Hawley, to recommend **approval** of the rezoning to I-1. *The motion was approved unanimously.*

(3) CZ #17-03 – Text amendment, Blackman Township

Staff summarized its report regarding the proposed text amendment regarding off-street parking requirements (i.e., compiling the schedule into a table for easier reading and reference and decreasing the minimum parking space requirement for most uses), advising County Planning Commissioners to recommend approval of the text amendment. Staff also informed Commissioners that he prepared the initial staff report for Blackman Township.

A motion was made by Commissioner Morris, and seconded by Commissioner Burns, to concur with the staff advisement recommending **approval** of the text amendment. *The motion was approved unanimously.*

(4) CZ #17-04 – Rezoning in Section 35 (T3S, R2E) of Napoleon Township

Staff summarized its report regarding the proposed rezoning of a property from Local Commercial (LC) to Multiple Family Residential (RM), advising County Planning Commissioners to recommend approval of the rezoning to RM.

Daniel Sandoval spoke in favor of the rezoning request. Commissioner Morris commented that the Township's future land use map should be amended to include all of the properties fronting Foxworth Court in an area recommended for high density residential uses.

A motion was made by Commissioner Morris, and seconded by Commissioner Polaczyk, to recommend **approval with comments** of the rezoning to RM: the Township should consider amending their future land use map to include all of the properties fronting Foxworth Court in an area recommended for high density residential uses. *The motion was approved unanimously.*

(5) CZ #17-05 – Text amendment, Grass Lake Township

Staff summarized its report regarding the proposed text amendment regarding open-air businesses and the retail sale of firewood, advising County Planning Commissioners to recommend approval with comments of the text amendment, noting that the Township may want to consider limiting the processing of firewood to the AG (Agricultural) District.

Commissioner Hawley suggested the Township may want to require that the firewood be inspected by the Michigan Department of Agriculture due to the risk posed by the Emerald Ash Borer. Commissioner Morris was concerned about removing the requirement for paved parking, noting the possible rutting of unpaved parking lots by heavy vehicles and the tracking of dirt onto public roads. Removal of the re-

quirement also contradicts the second part of that regulation which requires a permanent, durable, and dustless surface for parking lots. There was consensus to recommend the Township reconsider the language in Sec. 14.07.AA.5 to prevent the contradiction.

A motion was made by Commissioner Torres, and seconded by Commissioner Polaczyk, to recommend **approval with comments** of the text amendment. *The motion was approved unanimously.*

(6) CZ #17-06 – Rezoning in Section 4 (T4S, R2W) of Hanover Township

Staff summarized its report regarding the proposed rezoning of properties from Agricultural (AG-1) to General Commercial (C-2), advising County Planning Commissioners to recommend approval of the rezoning to C-2.

Wade Vanden Bosch spoke in favor of the rezoning request.

A motion was made by Commissioner Morris, and seconded by Commissioner Hilleary, to concur with the staff advisement recommending **approval** of the rezoning of the eastern 676.61 feet of the properties to C-2. *The motion was approved unanimously.*

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

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

(1) FA #17-01 – Liberty Township

Staff summarized its report regarding the application, noting a couple of corrections to the application which should be made prior to submission to the Michigan Department of Agriculture (see the staff report).

A motion was made by Commissioner Burns, and seconded by Commissioner Morris, to recommend **approval with staff comments**. *The motion was approved unanimously.*

(2) FA #17-02 – Concord Township

Staff summarized its report regarding the applications, suggesting the combination of the two applications if possible, and noting a couple of corrections to the application which should be made prior to submission to the Michigan Department of Agriculture (see the staff report).

Commissioner Morris commented that the discrepancy in the acreage of the two sections of the property should be rectified if both applications are maintained.

A motion was made by Commissioner Hawley, and seconded by Commissioner Morris, to recommend **approval with comments**. *The motion was approved unanimously.*

Item 6. **Other Business**

a. **Unfinished Business.** None.

b. **New Business.**

(1) **Election of Officers**

Commissioner Torres currently serves as the Chair of the Commission and Commissioner Morris serves as its Secretary.

A motion was made by Commissioner Morris, and seconded by Commissioner Polaczyk, to retain the current slate of officers. *The motion was approved unanimously.*

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

Item 8. **Commissioner Comment.**

- (1) Commissioner Polaczyk commented that he saw a new Dollar General store in Mio, Michigan, which is landscaped nicely.
- (2) Commissioner Gaede commented that his wife is concerned with the large number of Dollar General stores.
- (3) Commissioner Hawley announced that the Jackson Conservation District's annual meeting will be held on January 24, 2017, at 5:30 pm at the Gene Davis facility.

Item 9. **Adjournment.** The meeting was adjourned by Commissioner Torres at 7:00 p.m.

Respectfully submitted by:
Grant Bauman, Recording Secretary



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120 W. Michigan Avenue • Jackson, MI 49201

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

MEETING MINUTES

February 9, 2017

Jackson County Tower Building • Jackson, Michigan

Members Present: Timothy Burns, At Large; Roger Gaede, Environment; Nancy Hawley, At Large; Ted Hilleary, Education; Jennifer Morris, At Large; John Polaczyk, Jackson County Board of Commissioners; Jared Vickers, At Large; and Jim Videto, Agriculture

Members Absent: 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 Secretary Morris. Those in attendance rose and joined in the Pledge of Allegiance.

Item 2. **Public Comment.** There was no public comment.

Item 3. **Approval of Minutes.** A motion was made by Commissioner Polaczyk, and seconded by Commissioner Hilleary, to **approve** the minutes of the January 12, 2017, 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 Gaede, to **approve** the February 9, 2017, 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) **CZ #17-07 – Text Amendments, Summit Township**

Staff summarized its report regarding proposed text amendments concerning chickens, temporary or seasonal uses, off-street parking area design and construction, and the amendment of an approved site plan. Staff advised County Planning Commissioners to recommend approval with comments of the text amendments (see the staff report).

Commissioner Gaede questioned the 100-foot setback for covered chicken enclosures from residential structures on adjacent properties. Commissioner Morris recommended the pavement of all driveway aprons in order to prevent the transfer of dirt and mud onto township streets. Commissioner Morris also recommended that curbing be required on off-street parking areas rather than wheel stops or curbing. Wheel stops are subject to damage and displacement due to snow plowing. The consensus of the Planning Commission was to concur with both of Commissioner Morris' recommendations.

A motion was made by Commissioner Hilleary, and seconded by Commissioner Vickers, to recommend **approval with comments** of staff and planning commissioners. *The motion was approved unanimously.*

(2) **CZ #17-08 – Text Amendments, Hennrietta Township**

Staff summarized its report regarding proposed text amendments concerning adult and child foster care and child care facilities as well as mobile homes in the mobile home park district (MHP-1). Staff advised County Planning Commissioners to recommend approval with comments of the text amendments (see the staff report).

Commissioner Polaczyk was concerned with not allowing older mobile homes to be placed in a mobile home park if they are well-maintained. Commissioner Morris was concerned with the legality of the government placing an age limit on mobile homes. The consensus of the Planning Commission was to recommend that the Township get a legal opinion on its ability to place an age limit on mobile homes.

A motion was made by Commissioner Polaczyk, and seconded by Commissioner Vickers, to recommend **approval with comments** of staff and planning commissioners. *The motion was approved unanimously.*

Commissioner Hawley abstained from the vote because she serves on the Hennrietta Township Planning Commission.

- b. **Consideration of Master Plan(s).** None.
- c. **Farmland & Open Space Preservation Program (PA 116) application(s).** None.

Item 6. **Other Business**

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

(1) **Jackson County Conservation District Tree and Native Plant Sales.** Staff alerted Planning Commissioners about the 2017 Spring Tree Sale and Native Plant Sale to be held by the Jackson County Conservation District.

(2) **Public Invited to Share Ideas on Proposed Water Trail for the Upper Grand River.** Staff alerted Planning Commissioners about the February 15th public meeting on the draft *Upper Grand River Water Trail Development Plan*. The meeting will take place in the Blackman Township Hall from 6:00-7:30 pm.

Item 7. **Public Comment.** There was no public comment.

Item 8. **Commissioner Comment.**

Commissioner Hawley stated that townships were not represented on a countywide ad hoc committee regarding emergency radios and that a mic fee may be charged to the townships despite the \$1.50 surcharge on phone bills. Commissioner Polaczyk replied that there were open meetings to which the townships were invited and that the mic fee was addressed early in the process and should not have been a surprise to the townships.

Item 9. **Adjournment.** The meeting was adjourned by Secretary Morris at 7:12 p.m.

Respectfully submitted by:
Grant Bauman, Recording Secretary



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MEETING MINUTES

March 9, 2017

Jackson County Tower Building • Jackson, Michigan

Members Present: Timothy Burns, At Large; Roger Gaede, Environment; Nancy Hawley, At Large; Ted Hilleary, Education; John Polaczyk, Jackson County Board of Commissioners; Amy Torres, Industry and Economics; and Jim Videto, Agriculture

Members Absent: Jennifer Morris, At Large, and Jared Vickers, At Large

Liaisons Present: Grant Bauman, R2PC Principal Planner

Others Present: Whitney L. Briggs, E.I.T., AR Engineering, and Dr. A.J. Balaze

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.** Chair Torres introduced Dr. A.J. Balaze who attended the meeting as a requirement of the Jackson Leadership Academy course he is taking. Commissioners welcomed him to the meeting. At the request of Commissioners, Dr. Balaze spoke briefly about the Jackson Leadership Academy.

Item 3. **Approval of Minutes.** A motion was made by Commissioner Videto, and seconded by Commissioner Polaczyk, to **approve** the minutes of the February 9, 2017, meeting as presented. *The motion was approved unanimously.*

Item 4. **Approval of the Agenda.** Staff informed the Commission that Item #5.a.(2) is located on page 16, rather than page 12, of the agenda packet. A motion was made by Commissioner Videto, and seconded by Commissioner Hilleary, to **approve** the February 9, 2017, agenda as corrected. *The motion was approved unanimously.*

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

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

(1) **CZ #17-09 – Rezoning in Section 5 (T2S-R1W) of Blackman Township**

Staff summarized its report regarding the proposed rezoning of a property from Agricultural (AG-1) to General Commercial (C-2), advising County Planning Commissioners to recommend approval with comments of the rezoning to C-2. The comment made by staff was: "The Township should consider the adjustments to the future land use map suggested in the preceding paragraph of [the staff] report" (please see the staff report).

Commissioner Hawley—along with other Commissioners—voiced her concern regarding run-off to the pond and adjacent wetland. Ms. Whitney L. Briggs, E.I.T., from AR Engineering and representing the applicant, spoke in favor of the rezoning and stated that runoff will be contained onsite with a slow release. Staff suggested that the Planning Commission could add to the staff comment by stating the following: "Run-off to the pond and adjacent wetlands should be addressed in the Site Plan

Review (SPR) process, if required.” Commissioner Hilleary voiced his concern regarding the effect that the proposed development of the property could have on the Canada Geese that gather around the pond. Commissioner Hawley also voiced her concern about the completeness of the Zoning Amendment Form submitted by the Township.

A motion was made by Commissioner Polaczyk, and seconded by Commissioner Burns, to recommend **approval with comments** by staff and the Planning Commission of the rezoning to C-2 (please see the staff report and above). *The motion was approved unanimously.*

(2) **CZ #17-10 – Rezoning in Section 36 (T3S-R1E) of Napoleon Township**

Staff summarized its report regarding the proposed rezoning of a property from General Commercial (C-2) to Light Industrial (LI), advising County Planning Commissioners to recommend approval with comments of the rezoning to LI. The comment made by staff was: “The Township should consider the adjustments to the future land use and zoning maps suggested in the preceding paragraph of [the staff] report” (please see the staff report).

A motion was made by Commissioner Burns, and seconded by Commissioner Videto, to recommend **approval with comments** of the rezoning to LI as advised by staff (please see the staff report and above). *The motion was approved unanimously.*

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

c. **Farmland & Open Space Preservation Program (PA 116) application(s).** None.

Item 6. **Other Business**

a. **Unfinished Business.** None.

b. **New Business.** None.

Item 7. **Public Comment.** There was no public comment.

Item 8. **Commissioner Comment.** There was no Commissioner comment.

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

Respectfully submitted by:

Grant Bauman, Recording Secretary



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MEETING MINUTES

April 13, 2017

Jackson County Tower Building • Jackson, Michigan

Members Present: Timothy Burns, At Large; Roger Gaede, Environment; Nancy Hawley, At Large; Ted Hilleary, Education; John Polaczyk, Jackson County Board of Commissioners; Amy Torres, Industry and Economics; Jared Vickers, At Large; and Jim Videto, Agriculture

Members Absent: Jennifer Morris, At Large

Liaisons Present: Grant Bauman, R2PC Principal Planner

Others Present: Ted and Peggy Beals, Brad Deranek, and Doug Lammers

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.** Chair Torres announced the first opportunity for public comment. No public comment was received by the Commission.

Item 3. **Approval of Minutes.** A motion was made by Commissioner Polaczyk, and seconded by Commissioner Hilleary, to **approve** the minutes of the March 9, 2017, 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 Polaczyk, to **approve** the April 13, 2017, agenda as submitted. *The motion was approved unanimously.*

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

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

(1) **CZ #17-11 – Rezoning in Section 9 (T3S-R1E) of Leoni Township**

Staff summarized its report regarding the proposed rezoning of a property from Community Commercial (B-2) to Single-Family Residential (R-1) or High Density Residence and Office (R-4), advising County Planning Commissioners to recommend approval with comments of the rezoning to R-1 (please see the staff report).

Commissioner Videto questioned why the request came before the County Planning Commission when no decision was made by the Leoni Township Planning Commission: *there was a tie vote on the Township's planning commission recommendation to approve the rezoning to R-4, resulting in its disapproval.*

A motion was made by Commissioner Polaczyk, and seconded by Commissioner Vickers, to recommend **approval with comments** by staff of the rezoning to R-1 (please see the staff report). *The motion was approved, with Commissioner Videto voting no.*

(2) **CZ #17-12 – Rezoning in Section 35 (T3S-R1E) of Napoleon Township**

Staff summarized its report regarding the proposed rezoning of a property from Local Commercial (LC) to Multiple-Family Residential (RM), advising County Planning Commissioners to recommend approval with comments of the rezoning to RM: *there was a tie vote on Napoleon Township’s planning commission recommendation to approve the rezoning to RM, also resulting in its disapproval* (please see the staff report).

Commissioner Polaczyk was concerned about the impact of the rezoning on the neighborhood: *the minutes of the Napoleon Township Planning Commission indicate that several neighbors are concerned about noise, trash, traffic, and property values*. Mr. Brad Duranek, a neighboring property owner/resident, spoke in opposition to the rezoning. He is concerned about parking, playing in the front yard along M-50, and a possible decrease in the State Equalized Value (SEV) of his home.

Chair Torres voiced her concern that the minutes of the March 23, 2017, Napoleon Township Planning Commission meeting stated that the Jackson County Planning Commission (JCPC) recommended approval of the rezoning to Multiple-Family Residential (RM) in June of 2016. Although JCPC staff advised the Commission to recommend approval of the rezoning, it was the unanimous recommendation of the JCPC to recommend disapproval of the proposed rezoning to the Township Board. Commissioner Gaede pointed this out as well. Commissioner Hawley wondered why the applicant did not consider a rezoning request to R-1 (Single-Family Residential).

A motion was made by Commissioner Gaede, and seconded by Commissioner Videto, to recommend **disapproval** of the rezoning to RM (please see above). *The motion was approved unanimously.*

(3) **CZ #17-13 – Text Amendments to the Napoleon Township Zoning Ordinance**

Staff summarized its report regarding proposed text amendments to the *Napoleon Township Zoning Ordinance*, advising County Planning Commissioners to recommend approval with comments of the proposed amendments to the Type Two Home Occupation standards (Sec. 4.11.2): *the citation to ‘Section 4.5 C’ in Subsection B should be ‘Section 4.5.1 C’* (please see the staff report).

Commissioner Torres noted that Subsection A refers to a ‘Home Business’ rather than a ‘Home Occupation.’ There was a discussion regarding if the feasibility study cited in Subsection D was a market study. Staff stated that he thought that was the case. There was further discussion regarding if the maximum size standard of 30% of the living space applied only to in-home occupations. Staff stated that he thought the answer was yes, but that it was ultimately up to the Zoning Administrator.

A motion was made by Commissioner Polaczyk, and seconded by Commissioner Videto, to recommend **approval with comments** of the text amendments regarding Type Two Home Occupations (please see above and the staff report). *The motion was approved unanimously.*

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

CZ #17-01 – Waterloo Township Master Plan

Staff summarized its report regarding the proposed master plan and advised the Planning Commission to state that, in its opinion, the proposed *Waterloo Township Master*

Plan is consistent with the master plans of adjacent Jackson County municipalities and the *Jackson Community Comprehensive Plan*. Staff also advised making several comments, including that a future land use map should be included in the plan (please see the staff report).

Commissioner Hawley stated that the Henrietta Township Planning Commission also reviewed the plan. The Commission liked the inclusion of the Federal Emergency Management Agency's (FEMA's) flood insurance rate maps for the Township as well as the illustration of the detriment of strip zoning. The Commission also felt that Waterloo Township did a good job explaining why there is no future land use map.

A motion was made by Commissioner Polaczyk, and seconded by Commissioner Hawley, that the Planning Commission **finds the Waterloo Township Master Plan to be consistent with adjacent municipal plans in Jackson County and the Jackson Community Comprehensive Plan**, with the comments advised by staff (please see the staff report). *The motion was approved unanimously.*

- c. **Farmland & Open Space Preservation Program (PA 116) application(s).** None.

Item 6. **Other Business**

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

Item 7. **Public Comment.** There was no public comment.

Item 8. **Commissioner Comment.** There was no Commissioner comment.

Item 9. **Adjournment.** The meeting was adjourned by Chair Torres at 7:44 p.m.

Respectfully submitted by:
Grant Bauman, Recording Secretary

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MEETING MINUTES

May 11, 2017

Jackson County Tower Building • Jackson, Michigan

Members Present: Timothy Burns, At Large; Roger Gaede, Environment; Nancy Hawley, At Large; Ted Hilleary, Education; Jennifer Morris, At Large; John Polaczyk, Jackson County Board of Commissioners; and Amy Torres, Industry and Economics;

Members Absent: Jared Vickers, At Large, and Jim Videto, Agriculture

Liaisons Present: Grant Bauman, Principal Planner, and Lexie Gozdiff, Associate Planner

Others Present: Amy Cyphert (CZ #17-15), Dan Decker (CZ #17-16), Bruce Gilbert (CZ #17-16), Lana Leimenstall (CZ #17-16), Liberty Leimenstall (CZ #17-16), and Rob Leimenstall (CZ #17-16)

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.** There was no public comment.

Item 3. **Approval of Minutes.** A motion was made by Comm. Polaczyk, and seconded by Comm. Hilleary, to **approve** the minutes of the April 13, 2017, meeting as presented. *The motion was approved unanimously.*

Item 4. **Approval of the Agenda.** A motion was made by Comm. Morris, and seconded by Comm. Polaczyk, to **approve** the May 11, 2017, agenda as submitted. *The motion was approved unanimously.*

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

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

(1) **CZ #17-14 – Rezoning in Section 19 (T2S-R2E) of Grass Lake Township**

Staff summarized its report regarding the proposed rezoning of a property from Light Industrial (LI) to Residential (R-2), advising County Planning Commissioners to recommend approval with comments of the rezoning (please see the staff report).

Comm. Gaede noted that the campground provides water, sewer, and electricity to its campsites even though municipal water and sewer are not available. Comm. Polaczyk observed that an expanded campground will bring more visitors into the county.

A motion was made by Comm. Polaczyk, and seconded by Comm. Morris, to recommend **approval with comments**, as advised by staff, of the rezoning to R-2 (please see the staff report). *The motion was approved unanimously.*

(2) **CZ #17-15 – Rezoning in Section 31 (T3S-R2E) of Napoleon Township**

Staff summarized its report regarding the proposed rezoning of two properties from Local Commercial (LC) and Residential (R-1) to General Commercial (GC), advising

County Planning Commissioners to recommend approval of the rezoning (please see the staff report).

Comm. Polaczyk asked if the gas tanks shown on the site plan were new or existing. Ms. Amy Cyphert, representing the applicant, spoke in favor of the rezoning. She informed the Commission that Tank A is existing and Tank B is new (allowing the sale of recreational fuel), answering Comm. Polaczyk's question. Comm. Gaede asked if there were monitoring wells in the area. Ms. Cyphert stated that the documentation from the purchase of the property did not indicate the presence of any monitoring wells. She also noted that a Phase 1 Environmental Study was completed when the property was purchased, answering a question posed by Chair Torres.

A motion was made by Comm. Morris, and seconded by Comm. Hawley, to recommend **approval with comments**, as advised by staff, of the rezoning to GC (please see the staff report). *The motion was approved unanimously.*

(3) **CZ #17-16 – Rezoning in Section 22 (T2S-R1W) of Blackman Township**

Staff summarized its report and report addendum regarding the proposed rezoning of two properties and the partial rezoning of a third property from General Commercial (C-2) to Light Industrial (I-1), advising County Planning Commissioners to recommend approval with comments of the rezoning (please see the staff report and staff report addendum).

Mr. Rob Leimenstall, the applicant, spoke in favor of the rezoning. Mr. Dan Decker, Blackman Township Planning Commission Chair, concurred with the amended staff report. Comm. Polaczyk stated that the Township needs to be careful when rezoning given the potential growth of the Township. Comm. Hawley was concerned about potential noise. She and Mr. Leimenstall spoke about that issue and keeping noise levels down. Comm. Gaede asked where the 60-foot buffer came from. Mr. Decker stated that 60 feet is the required setback in the I-1 District.

A motion was made by Comm. Hilleary, and seconded by Comm. Hawley, to recommend **approval with comments**, as advised by staff, of the rezoning to I-1 (please see the staff report). *The motion was approved unanimously.*

- b. **Consideration of Master Plan(s).** None.
- c. **Farmland & Open Space Preservation Program (PA 116) application(s).** None.

Item 6. **Other Business**

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

Item 7. **Public Comment.** There was no public comment.

Item 8. **Commissioner Comment.** There was no Commissioner comment.

Item 9. **Adjournment.** The meeting was adjourned by Chair Torres at 6:57 p.m.

Respectfully submitted by:
Grant Bauman, Recording Secretary



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MEETING MINUTES

June 8, 2017

Jackson County Tower Building • Jackson, Michigan

Members Present: Timothy Burns, At Large; Roger Gaede, Environment; Nancy Hawley, At Large; Ted Hilleary, Education; and John Polaczyk, Jackson County Board of Commissioners

Members Absent: Jennifer Morris, At Large; Jared Vickers, At Large, Jim Videto, Agriculture; and Amy Torres, Industry and Economics

Liaisons Present: Grant Bauman, 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 staff. Those in attendance rose and joined in the Pledge of Allegiance.

Item 2. **Election of an Acting Chair.** Due to the absence of its Chair and Secretary, the Commission needed to elect an Acting Chair for the meeting. A motion was made by Comm. Hilleary, and seconded by Comm. Hawley, to **elect** Comm. Polaczyk as the Acting Chair for the meeting. *The motion was approved unanimously.*

Item 2. **Public Comment.** There was no public comment.

Item 3. **Approval of Minutes.** A motion was made by Comm. Burns, and seconded by Comm. Hilleary, to **approve** the minutes of the May 11, 2017, meeting as presented. *The motion was approved unanimously.*

Item 4. **Approval of the Agenda.** A motion was made by Comm. Hilleary, and seconded by Comm. Burns, to **approve** the June 8, 2017, agenda as submitted. *The motion was approved unanimously.*

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

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

(1) **CZ #17-17 – Text Amendments to the Leoni Township Code of Ordinances**

Staff summarized its report regarding proposed text amendments to the *Leoni Township Code of Ordinances*, advising County Planning Commissioners to recommend approval with comments of the proposed amendments regarding Backyard Chickens. Staff advised various changes to the proposed amendment, including the following (please see the staff report):

- The transfer of the proposed amendments from Chapter 4, Animals, to Chapter 42, Zoning;
- The reorganization of the proposed section; and
- Revisions to some of the standards contained in the section.

Comm. Burns noted his concern about the potential effects that the accessory building standards included in Chapter 25, Zoning, may have on the construction of the required chicken coops and runs. Staff accessed the online Code of Ordinances and discussed the standards contained in Sec. 42.271, Schedule of Regulations, and Sec. 42.276, Accessory Structures, addressing the concerns of Comm. Burns.

A motion was made by Commissioner Burns, and seconded by Commissioner Hawley, to recommend **approval with comments** of the text amendments regarding Backyard Chickens, including the suggestions made by JCPC staff (please see the staff report). *The motion was approved unanimously.*

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

c. **Farmland & Open Space Preservation Program (PA 116) application(s).** None.

Item 6. **Other Business**

a. **Unfinished Business.** None.

b. **New Business.** None.

Item 7. **Public Comment.** There was no public comment.

Item 8. **Commissioner Comment.** Comm. Hawley stated that she liked the presentation made by staff at the Executive Committee meeting of the Region 2 Planning Commission held earlier that day regarding the Comprehensive Economic Development Strategy (CEDS) currently under development for the Region 2 Area. She would like to hear the presentation again at a future JCPC meeting.

Item 9. **Adjournment.** The meeting was adjourned by Acting Chair Polaczyk at 6:25 p.m.

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

July 13, 2017

Jackson County Tower Building • Jackson, Michigan

Members Present: Timothy Burns, At Large; Jennifer Morris, At Large; Nancy Hawley, At Large; Jim Videto, Agriculture; Ted Hilleary, Education; Roger Gaede, Environment; Amy Torres, Industry and Economics; and John Polaczyk, Jackson County Board of Commissioners

Members Absent: Jared Vickers, At Large

Liaisons Present: Grant Bauman, 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.** There was no public comment.

Item 3. **Approval of Minutes.** A motion was made by Comm. Hilleary, and seconded by Comm. Burns, to **approve** the minutes of the June 8, 2017, meeting as presented. *The motion was approved unanimously.*

Item 4. **Approval of the Agenda.** Staff noted that Item 5.a.(3) should be the "Columbia Township text amendment and rezoning."

A motion was made by Comm. Videto, and seconded by Comm. Morris, to **approve** the July 13, 2017, agenda as corrected. *The motion was approved unanimously.*

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

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

(1) **CZ #17-18 – Text Amendments to the *Blackman Township Zoning Ordinance***

Staff summarized its report regarding proposed text amendments to the *Blackman Township Zoning Ordinance*, advising County Planning Commissioners to recommend approval with comments of the proposed amendments regarding Conditional Rezoning. Staff further advised various changes to the proposed amendments, in conformance with the Michigan Zoning Enabling Act.

Comm. Gaede was concerned that the length of the proposed amendment is too long. Comm. Hawley was concerned that a conditional rezoning can be used unwisely (i.e., inconsistent with the master plan).

A motion was made by Comm. Morris, and seconded by Comm. Hilleary, to recommend **approval with comments** of the text amendments, as advised by JCPC staff (please see the staff report). *The motion was approved unanimously.*

(2) **CZ #17-19 – Map Amendment (Rezoning) to the *Leoni Township Code of Ordinances***

Staff summarized its report regarding the proposed rezoning of property from Suburban Residential (RS) to Highway Business (B-5) in Section 27 (T2S-R1E) of the Township, advising County Planning Commissioners to recommend disapproval. Staff further advised that the future land use map of the Township should be amended if the Township Board approves the proposed rezoning (please see the staff report).

A motion was made by Comm. Morris, and seconded by Comm. Hawley, to recommend **disapproval** of the proposed rezoning with JCPC staff comments (please see the staff report). *The motion was approved unanimously.*

(3) **CZ #17-20 – Text and Map (Rezoning) Amendments to the *Columbia Township Zoning Ordinance***

Staff summarized its report regarding proposed text and map amendments to the *Columbia Township Zoning Ordinance*, advising County Planning Commissioners to recommend approval with comments of the proposed amendments (please see the staff report).

Comm. Gaede indicated that he would abstain from the vote given that he serves on the Columbia Township Planning Commission. He questioned correcting the citation to Sec. 20.15 in Sec. 20.8 and that Sec. 20.8 should just refer to gazebos. He was also concerned about the definition of a 'highway.' Comm. Hawley stated her concern about obtaining a search warrant without going to the Zoning Board of Appeal (ZBA) first. She thinks that the warrant should be limited to the application.

A motion was made by Comm. Morris, and seconded by Comm. Hilleary, to recommend **approval with comments** of the amendments as advised by JCPC staff (please see the staff report). *The motion was approved unanimously, with Comm. Gaede abstaining.*

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

c. **Farmland & Open Space Preservation Program (PA 116) application(s).** None.

Item 6. **Other Business**

a. **Unfinished Business.** None.

b. **New Business.** None.

Item 7. **Public Comment.** There was no public comment.

Item 8. **Commissioner Comment.** Comm. Gaede stated that he likes the idea of staff researching the term 'highway' as it relates to zoning. Staff responded that 'highways' and other types of roadways can be defined in a local government's master plan. Comm. Hilleary stated that he liked the discussion and noted the complexity of zoning.

Item 9. **Adjournment.** The meeting was adjourned by Chair Torres at 7:30 p.m.

Respectfully submitted by:
Grant Bauman, Recording Secretary



Jackson County Planning Commission

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

MEETING MINUTES

August 10, 2017

Jackson County Tower Building • Jackson, Michigan

Members Present: Timothy Burns, At Large; Nancy Hawley, At Large; Ted Hilleary, Education; Roger Gaede, Environment; Amy Torres, Industry and Economics; and John Polaczyk, Jackson County Board of Commissioners

Members Absent: Jennifer Morris, At Large; Jared Vickers, At Large; and Jim Videto, Agriculture

Liaisons Present: Grant Bauman, Principal Planner

Others Present: Tanya DeOliveira, R2PC Principal Planner; Dave Fiero (CZ #17-22); Dan Kidder (CZ #17-22); Harold Linnabary (CZ #17-22); and John Spencer (CZ #17-22)

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.** There was no public comment.

Item 3. **Approval of Minutes.** A motion was made by Comm. Hilleary, and seconded by Comm. Polaczyk, to **approve** the minutes of the July 13, 2017, meeting as presented. *The motion was approved unanimously.*

Item 4. **Approval of the Agenda.** A motion was made by Comm. Polaczyk, and seconded by Comm. Hilleary, to **approve** the August 10, 2017, 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) **CZ #17-21 – Proposed Map Amendment (Rezoning) to the Napoleon Township Zoning Ordinance**

Staff summarized its report regarding the proposed rezoning of the western 9.03 acres of the property from Agricultural (AG) to Rural Residential (RR) in Section 32 (T3S-R1E) of the Township. County Planning Commissioners were advised to recommend approval with comments, noting that the Township's future land use map should be amended to reflect this action (please see the staff report).

A motion was made by Comm. Hilleary, and seconded by Comm. Hawley, to recommend **approval with comments** of the proposed rezoning as advised by staff (please see the staff report). *The motion was approved unanimously.*

Given that the portion of the property proposed for rezoning is adjacent to Cranberry Lake, Commissioner Hawley provided a copy of *Henrietta Township's Summer*

Newsletter 2017 which contains an article entitled “A Waterfront Property Owner’s Guide for Healthy Lakes & Streams” for distribution to Napoleon Township officials (see attached).

(2) **CZ #17-22 – Leoni Township’s proposed *Medical Marihuana Facilities Ordinance***

Staff summarized its report regarding the proposed *Medical Marihuana Facilities Ordinance* as well as the Township’s plans to amend Chapter 42 (Zoning) of the *Leoni Township Code of Ordinances* to allow those facilities in specified zoning districts and to rezone a Phelps Drive property to establish one of those facilities (please see the staff report). Staff advised County Planning Commissioners to recommend approval of the proposed amendments with comments. County Planning Commissioners and guests also provided the following comments:

- Comm. Burns asked questions regarding the proposed 1,000-foot setback between medical marihuana facilities and other specified uses, as well as the ability of local governments to opt-in or opt-out of hosting medical marihuana facilities.
- Comm. Gaede questioned the conflict between the proposed uses and existing ‘qualified patients’ and ‘primary caregivers’. He would like to hear a report from the Jackson County Health Department regarding the need for these new facilities. Mr. Fiero stated that it is a statewide industry and is not centered on Jackson County.
- Comm. Hawley noted that the state law will not go into effect until December 15, 2017, and that the ordinance is missing details on licensing fees and other issues. She provided staff with various pieces of information regarding medical marihuana facilities legislation (attached) for distribution to the Township.
- Mr. Linnabary (Leoni Township Supervisor) stated that his main concern is to get input from school administrators, especially regarding sales.
- Mr. Spencer (Leoni Township Planning Commission Chair) stated that an ordinance developed by the City of Lansing was used as a template for the proposed Township ordinance. He feels that it would be a mistake to wait until December 15, 2017, to enact the ordinance.
- Mr. Kidder spoke about the advantages of medical marijuana and noted that people are not necessarily smoking it (e.g., consuming edibles, infusions, etc.).

A motion was made by Comm. Polaczyk, and seconded by Comm. Burns, to recommend **approval with comments** of the ordinance, as advised by staff (please see the staff report), and to recommend the 1,000-foot buffer surrounding medical marihuana facilities. *The motion was approved by majority vote, with Comm. Hawley and Comm. Gaede voting no.*

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

c. **Farmland & Open Space Preservation Program (PA 116) application(s).** None.

Item 6. **Other Business**

a. **Unfinished Business.** None.

b. **New Business**

(1) **2045 Jackson Area Comprehensive Transportation Study Long Range Transportation Plan kick-off**

Ms. DeOliveira, R2PC Principal Planner, made a presentation regarding the *2045 Jackson Area Comprehensive Transportation Study Long Range Transportation Plan*, describing the reason and need for the plan, its content, and the opportunity to participate in the process. Comm. Hilleary asked if the plan would be implemented over time, including non-motorized facilities, and if he could have a copy of the presentation (attached). Ms. DeOliveira stated yes. Comm. Gaede asked how the airport is affected and if drones and driver-free cars will be addressed.

(2) **Public Comment opportunity regarding proposed telecommunication facilities**

Staff explained that public comment regarding the impact certain proposed facilities may have on historic properties must be solicited in accordance with Section 106 of the National Historic Preservation Act. Advantage Environmental Consultants, LLC, proposes the installation of several 300-foot self-support tower communication facilities in Hanover, Springport, and Columbia Townships. There was some conversation regarding the proposed facilities, but no comments were made corporately by the Commission or individually by any of its Commissioners.

Item 7. **Public Comment.** There was no public comment.

Item 8. **Commissioner Comment.** Comm. Gaede stated that the Columbia Township Planning Commission solved the question of what constitutes a 'highway'. A dictionary defines a 'highway' as: *a main road, especially one between towns or cities* (www.dictionary.com). Comm. Hawley announced that the Henrietta Township firefighters will hold a chicken barbeque at the fire station on August 26th, 2017, starting at noon.

Item 9. **Adjournment.** The meeting was adjourned by Chair Torres at 7:30 p.m.

Respectfully submitted by:
Grant Bauman, Recording Secretary

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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

September 14, 2017

Jackson County Tower Building • Jackson, Michigan

Members Present: Nancy Hawley, At Large; Ted Hilleary, Education; Roger Gaede, Environment; Amy Torres, Industry and Economics; John Polaczyk, Jackson County Board of Commissioners; and Jim Videto, Agriculture

Members Absent: Timothy Burns, At Large; Jennifer Morris, At Large; and Jared Vickers, At Large

Liaisons Present: Grant Bauman, Principal Planner

Others Present: N/A

- Item 1. **Call to Order and Pledge of Allegiance.** The meeting was called to order at 6:03 p.m. by Chair Torres. Those in attendance rose and joined in the Pledge of Allegiance.
- Item 2. **Public Comment.** There was no public comment.
- Item 3. **Approval of Minutes.** A motion was made by Comm. Hilleary, and seconded by Comm. Polaczyk, to **approve** the minutes of the August 10, 2017, meeting as presented. *The motion was approved unanimously.*
- Item 4. **Approval of the Agenda.** A motion was made by Comm. Hilleary, and seconded by Comm. Hawley, to **approve** the September 14, 2017, 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) **CZ #17-23 – Proposed Map Amendment (Rezoning) to Chapter 42 (Zoning) of the Leoni Township Code of Ordinances**
- Staff summarized its report regarding the proposed rezoning of the approximately northern 2.7 acres of the subject property from General Business (B-4) to Agricultural (AG) in Section 29 (T2S-R1E) of the Township. County Planning Commissioners were advised to recommend disapproval, noting the Township Master Plan's recommendation of "Low-Density Residential" uses (please see the staff report).
- Commissioner Gaede was concerned about having enough time to research (see) the request; he is willing to pick up his packet. Commissioner Hawley was worried that the Township and applicant are "putting the cart before the horse" regarding the preparation for allowing medical marihuana facilities. Commissioners Videto and Polaczyk were concerned with creating a defacto landlocked piece of property (please see the staff report).

A motion was made by Comm. Polaczyk, and seconded by Comm. Hilleary, to recommend **disapproval** of the proposed rezoning as advised by staff (please see the staff report). *The motion was approved unanimously.*

- b. **Consideration of Master Plan(s).** None.
- c. **Farmland & Open Space Preservation Program (PA 116) application(s).** None.
- Item 6. **Other Business**
 - a. **Unfinished Business.** None.
 - b. **New Business**
 - (1) **2017-2021 edition of the Region 2 Planning Commission Economic Development strategy (CEDS)**

The 2017-2021 edition of the CEDS document, which covers Jackson County as well as the Counties of Hillsdale and Lenawee, was approved by the R2PC's Full Board on August 14, 2017. Staff presented the executive summary of the document to Commissioners for informational purposes. An interesting discussion ensued.
- Item 7. **Public Comment.** There was no public comment.
- Item 8. **Commissioner Comment.** Comm. Hawley announced several events taking place in Jackson County on the weekend of September 16th.
- Item 9. **Adjournment.** The meeting was adjourned by Chair Torres at 7:00 p.m.

Respectfully submitted by:
Grant Bauman, Recording Secretary



Jackson County Planning Commission

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MEETING MINUTES

October 12, 2017

Jackson County Tower Building • Jackson, Michigan

Members Present: Timothy Burns, At Large; Nancy Hawley, At Large; Ted Hilleary, Education; Roger Gaede, Environment; Jennifer Morris, At Large; Amy Torres, Industry and Economics; and John Polaczyk, Jackson County Board of Commissioners;

Members Absent: Jared Vickers, At Large, and Jim Videto, Agriculture

Liaisons Present: Grant Bauman, Principal Planner

Others Present: Jack Elrod, Rose Elrod, Dan Draper, Linda Pramb, Gail Vahovick

Item 1. **Call to Order and Pledge of Allegiance.** The meeting was called to order at 6:03 p.m. by Chair Torres. Those in attendance rose and joined in the Pledge of Allegiance.

Item 2. **Public Comment.** There was no public comment.

Item 3. **Approval of Minutes.** A motion was made by Comm. Hilleary, and seconded by Comm. Polaczyk, to **approve** the minutes of the September 14, 2017, meeting as presented. *The motion was approved unanimously.*

Item 4. **Approval of the Agenda.** A motion was made by Comm. Polaczyk, and seconded by Comm. Morris, to **approve** the October 12, 2017, 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) **CZ #17-24 – Proposed Map Amendment (Rezoning) to the *Liberty Township Zoning Ordinance***

Staff summarized its report regarding the proposed rezoning of the subject property from Suburban Residential (RS-1) to Agricultural (AG-1) in Section 23 (T4S-R1W) of the Township. County Planning Commissioners were advised to recommend disapproval (please see the staff report).

Commissioner Polaczyk asked about lot splits. Commissioner Hawley noted that rezoning the property to AG-1 won't automatically protect the land under Michigan's Right-to-Farm Act. Commissioner Gaede noted the Township permitted the construction of several agricultural buildings on the property.

Jack Elrod spoke in opposition to the rezoning and provided a signed petition against the rezoning signed by 50 residents (see attached) as well as photos showing the presence of manure and the presence of woodchucks.

A motion was made by Comm. Polaczyk and seconded by Comm. Gaede to receive the petition and pictures. *The motion was approved unanimously.*

Dan Draper and Rose Elrod also spoke in opposition to the proposed rezoning. Mr. Draper noted that the agricultural buildings would not meet the required setbacks in the AG district. Ms. Elrod spoke further about the woodchuck infestation.

A motion was made by Comm. Hawley, and seconded by Comm. Hilleary, to recommend **disapproval** of the proposed rezoning with staff comments (please see the staff report). *The motion was approved unanimously.*

(2) **CZ #17-25 – Proposed Map Amendment (Rezoning) to the Concord Township Zoning Ordinance**

Staff summarized its report regarding the proposed rezoning of the subject property from Agricultural (AG) to Single-Family Residential (R-1) in Section 32 (T3S-R3W) of the Township. County Planning Commissioners were advised to recommend disapproval (please see the staff report).

Commissioner Polaczyk asked about the agricultural use of the property. Staff replied that single-family residences are a permitted use in the AG district.

A motion was made by Comm. Morris, and seconded by Comm. Polaczyk, to recommend **disapproval** of the proposed rezoning with staff comments (please see the staff report). *The motion was approved unanimously.*

(3) **CZ #17-26 – Proposed Text Amendment to Chapter 42 (Zoning) of the Leoni Township Code of Ordinances**

Staff summarized its report regarding the proposed text amendments which add various medical marijuana facilities to the listings of pertinent zoning districts. All of the proposed listings match with regulations in the Township's Medical Marijuana Facilities Ordinance. County Planning Commissioners were advised to recommend approval with comments of the amendments (please see the staff report).

A motion was made by Comm. Polaczyk, and seconded by Comm. Hilleary, to recommend **approval with comments** of the proposed text amendments as advised by staff (please see the staff report). *The motion was approved unanimously.*

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

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

(1) **FA #17-03 – Hanover Township**

(2) **FA #17-04 – Hanover Township**

(3) **FA #17-05 – Hanover Township**

(4) **FA #17-06 – Hanover Township**

(5) **FA #17-07 – Spring Arbor Township**

Staff summarized its reports regarding the 4 applications in Hanover Township and the 1 application in Spring Arbor Township made by James and Susan Howe. The advisement was made to recommend approval of the 5 applications, noting various corrections to

the applications which should be made prior to submission to the Michigan Department of Agriculture (see the staff reports).

A motion was made by Commissioner Polaczyk, and seconded by Commissioner Morris, to send the letter of support. *The motion was approved unanimously.*

Item 6. **Other Business**

a. **Unfinished Business.** None.

b. **New Business**

(1) **Letter of Support for the M-124 TAP grant application**

Staff requested that the Commission approve the letter of support for the TAP grant application to install 8-ft-wide shoulders along M-124. Commissioner Gaede provided some background information on the project and the opportunity to support it financially.

A motion was made by Commissioner Morris, and seconded by Commissioner Hawley, to recommend **approval** of the letter. *The motion was approved unanimously.*

Item 7. **Public Comment.** There was no public comment.

Item 8. **Commissioner Comment.** Comm. Hawley announced several events taking place in Jackson County on the weekend of September 16th.

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

Respectfully submitted by:
Grant Bauman, Recording Secretary

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Jackson County Planning Commission

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120 W. Michigan Avenue • Jackson, MI 49201

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

MEETING MINUTES

November 2, 2017

Jackson County Tower Building • Jackson, Michigan

Members Present: Timothy Burns, At Large; Roger Gaede, Environment; Nancy Hawley, At Large; Ted Hilleary, Education; Amy Torres, Industry and Economics; and Jim Videto, Agriculture

Members Absent: Jennifer Morris, At Large, and Jared Vickers, At Large

Liaisons Present: Grant Bauman, Principal Planner

Others Present: None

- Item 1. **Call to Order, Honoring Comm. Polaczyk, and Pledge of Allegiance.** The meeting was called to order at 6:00 p.m. by Chair Torres. At her request, ***Commissioners observed a moment of silence in honor of fellow County Planning Commissioner John Polaczyk who recently passed away.*** Those in attendance then rose and joined in the Pledge of Allegiance.
- Item 2. **Public Comment.** There was no public comment.
- Item 3. **Approval of Minutes.** A motion was made by Comm. Hilleary, and seconded by Comm. Burns, to **approve** the minutes of the October 12, 2017, meeting as presented. *The motion was approved unanimously.*
- Item 4. **Approval of the Agenda.** A motion was made by Comm. Hilleary, and seconded by Comm. Videto, to **approve** the November 2, 2017, agenda as presented. *The motion was approved unanimously.*
- Item 5. **Request(s) for Review, Comment, and Recommendation**
- Consideration of Township Zoning Amendment(s).** None.
 - Consideration of Master Plan(s).** None.
 - MP #17-02 – Village of Cement City Master Plan**

Staff summarized its report regarding the proposed master plan and advised the Planning Commission to state that, in its opinion, the proposed *Village of Cement City Master Plan* is consistent with the master plans of adjacent Jackson County municipalities and the *Jackson Community Comprehensive Plan*. Staff also advised making various comments and provided a digital copy of the future land use map (please see the staff report).

A motion was made by Commissioner Hilleary, and seconded by Commissioner Burns, that the Planning Commission **finds the *Village of Cement City Master Plan* to be consistent with adjacent municipal plans in Jackson County and the *Jackson Community Comprehensive Plan***, with additional comments advised by staff (please see the staff report). *The motion was approved unanimously.*

- c. **Farmland & Open Space Preservation Program (PA 116) application(s).** None.

Item 6. **Other Business**

- a. **Unfinished Business.** None.

- b. **New Business**

(1) ***Jackson County Master Plan update***

Commissioners and staff discussed the need to develop a new edition of the *Jackson County Master Plan*. It was agreed that the process to create the new plan will commence in January of 2018. Staff will research other county master plans in Michigan and provide links to those documents to Commissioners. A link to the current [Jackson Community Comprehensive Plan](#) will also be emailed to Commissioners. The following possible topics for inclusion in the new plan were discussed:

- Economic development, including references to the *Region 2 Planning Commission Comprehensive Economic Development Study* (covering Jackson County as well as Hillsdale and Lenawee Counties) and the efforts of RPI (i.e., Regional Prosperity Initiative) Region 9 (covering Jackson County as well as Hillsdale, Lenawee, Livingston, Monroe, and Washtenaw Counties).
- Recreation, including references to current plans and plans which may be developed concurrently (i.e., the City of Jackson and Jackson County Joint Recreation Plan, the Upper Grand River Water Trail Development Plan, the proposed countywide non-motorized plan, etc.).
- Advocating common future land use categories and zoning districts among the municipalities which comprise Jackson County.
- Advocating a common agenda regarding emerging issues (e.g., renewable energy).

Staff will bring its vision of what the plan should look like and how the Commission can participate in the development of the plan. The need for local input from municipal officials also needs to be addressed.

- Item 7. **Public Comment.** There was no public comment.

Item 8. **Commissioner Comment.**

- a. Comm. Hilleary spoke about: (1) the provision of respite living rooms to address loneliness currently under development by Lifeways and the Jackson County Department of Health, (2) Youth Net interviews with young people and their parents regarding the coordinated care of youth, and (3) the upcoming Drug Summit at Jackson College in December ([staff will send information of the December 8th Summit via email](#)).
- b. Comm. Gaede noted that local health care officials (e.g., firefighters, police officers, etc.) need to be careful about certain new drugs whose effects can be transferred via common contact.

- Item 9. **Adjournment.** The meeting was adjourned by Chair Torres at 6:40 p.m.

Respectfully submitted by:
Grant Bauman, Recording Secretary



Jackson County Planning Commission

Staffed by the Region 2 Planning Commission (R2PC)

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MEETING MINUTES

December 14, 2017

Jackson County Tower Building • Jackson, Michigan

- Members Present:** Nancy Hawley, At Large; Ted Hilleary, Education; Roger Gaede, Environment; Amy Torres, Industry and Economics; and Jim Videto, Agriculture
- Members Absent:** Timothy Burns, At Large; Jennifer Morris, At Large; and Jared Vickers, At Large
- Liaisons Present:** Grant Bauman, Principal Planner
- Others Present:** Jon Williams, Jackson County Commissioner, and Dan Decker, Blackman Township Planning Commission Chair

- 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.** There was no public comment.
- Item 3. **Approval of Minutes.** A motion was made by Comm. Hilleary, and seconded by Comm. Gaede, to **approve** the minutes of the November 2, 2017, meeting as presented. *The motion was approved unanimously.*
- Item 4. **Approval of the Agenda.** A motion was made by Comm. Videto, and seconded by Comm. Hilleary, to **approve** the December 14, 2017, 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) **CZ #17-27 – Proposed Norvell Township Planning Commission Ordinance of 2017**
- Staff summarized its report regarding the proposed ordinance confirming the establishment of the Norvell Township Planning Commission under the Michigan Planning Enabling Act (MPEA). County Planning Commissioners were advised to recommend approval with comments of the amendments (please see the staff report).
- Comm. Gaede asked about the need for an ordinance authorizing the establishment of a planning commission. Staff replied that the MPEA requires an ordinance, resolution, or charter to establish a planning commission. When the MPEA went into effect in 2008 it was recommended that those authorizing documents be updated under the authority of the Act.
- A motion was made by Comm. Videto, and seconded by Comm. Hilleary, to recommend **approval with comments** of the proposed ordinance as advised by staff (please see the staff report). *The motion was approved unanimously.*

(2) **CZ #17-34 – Proposed *Blackman Township Zoning Ordinance Text Amendments****

Staff summarized its report regarding the proposed text amendments which: (1) revise the definition of kennels, (2) add kennels to the listings of conditional uses in the Township's 3 commercial districts and 2 industrial districts, (3) amends the regulations regarding the temporary use of travel trailers as temporary dwellings, and (4) removes the regulations regarding fill dirt. County Planning Commissioners were advised to recommend approval of the amendments (please see the staff report).

Comm. Hilleary asked about the 90 day limit for using a travel trailer as a temporary dwelling. Staff replied that the time limit was cumulative for a calendar year. Comm. Hilleary also asked about raising the age exception for animals from 4 months to 6 months. Staff replied that other ordinances allow 6 months.

A motion was made by Comm. Hawley, and seconded by Comm. Hilleary, to recommend **approval** of the proposed text amendments as advised by staff (please see the staff report). *The motion was approved unanimously.*

(3) **CZ #17-28 – Proposed Map Amendment (Rezoning) to Chapter 42 (Zoning) of the *Leoni Township Code of Ordinances***

Staff summarized its report regarding the proposed rezoning of the approximately 64 acres of land (comprising 5 properties) from Suburban Residential (RS) and Light Industrial (ML) to Heavy Industrial (M) in Section 33 (T2S-R1E) and Section 4 (T3S-R1E) of the Township. County Planning Commissioners were advised to recommend disapproval, noting: (1) the *Leoni Township Master Plan's* recommendation of "Low-Density Residential" uses for most of the land and (2) concern regarding the effect of industrial development on area surface waters (please see the staff report).

A motion was made by Comm. Hawley, and seconded by Comm. Hilleary, to recommend **disapproval** of the proposed rezoning with staff comments (please see the staff report). *The motion was approved unanimously.*

(4) **CZ #17-29 – Proposed *Parma Township Zoning Ordinance Text Amendments***

Staff summarized its report regarding the proposed text amendments which: (1) permit the establishment of small solar energy systems as a permitted accessory use in most districts, (2) permit the establishment of large solar energy systems as a conditional use in the Agricultural (AG-1) district, and (3) provides regulations for the large and small solar energy systems. County Planning Commissioners were advised to recommend approval with comments of the amendments, noting that the Township's planning commission should make further revisions (as suggested) prior to final consideration by the Township's board (please see the staff report).

Comm. Hilleary asked about the difference between small and large solar energy systems. Staff replied that the purpose of a small solar energy system is often to utilize the electricity generated onsite. The purpose of a large solar energy system is often to sell the generated electricity to the power grid.

* CZ #17-34 was reviewed out of order to accommodate a guest.

Comm. Videto commented that many farmers have been contacted about solar energy facilities and asked where staff got its information. Staff replied that it researched local zoning ordinance sections regarding solar energy from across the county compiled by the American Planning Association. A solar energy production company also participated in the development of the model solar energy ordinance currently being finalized.

Comm. Gaede commented that a local example of a solar energy system is located at the YMCA Storer Camps in Napoleon Township.

A motion was made by Comm. Videto, and seconded by Comm. Hilleary, to recommend **approval with comments** of the proposed text amendments as advised by staff (please see the staff report). *The motion was approved unanimously.*

(5) CZ #17-30 – Proposed Parma Township Zoning Ordinance Text Amendments

Staff summarized its report regarding the proposed text amendments which: (1) consolidates the 2 types of veterinary clinics currently allowed by the Township's zoning ordinance under a single definition, (2) allows veterinary clinics as a conditional use in the Agricultural (AG-1) and General Commercial (C-1) districts, and (3) removes the former uses from the ordinance. Planning Commissioners were advised to recommend approval with comments of the amendments (please see the staff report).

Comm. Videto asked for clarification between the 2 types of veterinary clinics. Staff replied that currently only "veterinary services for livestock" are allowed as a conditional use in the AG-1 district while "animal hospitals or clinics" are allowed as a conditional use in the C-1 district.

A motion was made by Comm. Videto, and seconded by Comm. Gaede, to recommend **approval with comments** of the proposed text amendments as advised by staff (please see the staff report). *The motion was approved unanimously.*

(6) CZ #17-31 – Proposed Parma Township Zoning Ordinance Text Amendments

Staff summarized its report regarding the proposed text amendments which: (1) provides various Medical Marijuana Facility definitions and (2) allows for Class C Growers, Processors, and Secure Transporters (i.e., types of Medical Marijuana Facilities) as conditional uses in the Agricultural (AG-1) district. Planning Commissioners were advised to recommend approval with comments of the amendments (please see the staff report).

A motion was made by Comm. Videto, and seconded by Comm. Hilleary, to recommend **approval with comments** of the proposed text amendments as advised by staff (please see the staff report). *The motion was approved unanimously.*

(7) CZ #17-32 – Proposed Map Amendment (Rezoning) to the Liberty Township Zoning Ordinance

Staff summarized its report regarding the proposed rezoning of the majority of the subject property from Commercial (C-1) to Agricultural (AG-1). The property is located in Section 29 (T4S-R1W) of the Township. County Planning Commissioners

were advised to recommend disapproval, noting that the rezoning boundaries were not clearly defined and that the reduced area of the C-1 district would likely be less than 15,000 square feet, the minimum allowable size (please see the staff report).

A motion was made by Comm. Hawley, and seconded by Comm. Gaede, to recommend **disapproval** of the proposed rezoning with staff comments (please see the staff report). *The motion was approved unanimously.*

(8) CZ #17-33 – Proposed Henrietta Township Zoning Ordinance Text Amendments

Staff summarized its report regarding the proposed text amendments which: (1) permits accessory solar energy systems as a permitted use in all zoning districts and (2) permits community solar energy systems/solar farms as a conditional use in all zoning districts. County Planning Commissioners were advised to recommend approval with comments of the amendments (please see the staff report).

Comm. Gaede commented on the need for the local power company to formally accept the electricity to be generated by a solar energy system prior to its approval by the Township.

A motion was made by Comm. Videto, and seconded by Comm. Gaede, to recommend **approval with comments** of the proposed text amendments as advised by staff (please see the staff report). *The motion was approved unanimously, with Comm. Hawley abstaining per the JCPC bylaws.*

- b. **Consideration of Master Plan(s).** None.
- c. **Farmland & Open Space Preservation Program (PA 116) application(s).** None.

Item 6. **Other Business**

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

(1) 2018 Meeting & Submittal Deadline Schedules

Staff presented the proposed JCPC meeting schedule for 2018 and the associated deadline schedule for submitting cases to be reviewed during those meetings. It was noted that all of the meetings are on the 2nd Thursday of the month with the exception of November; the meeting for that month is the 1st Thursday of the month in order to accommodate the R2PC's Annual Dinner. Submittal deadlines are proposed for the Wednesday of the week before a meeting.

A motion was made by Comm. Torres, and seconded by Comm. Hilleary, to **approve** the proposed JCPC meeting and submittal deadline schedules for 2018. *The motion was approved unanimously.*

- Item 7. **Public Comment.** County Commissioner Jon Williams (representing the County Board) noted that he sees the value in there being an independent review of proposed zoning amendments and that it provides a "fresh eye". Comm. Williams asked if a sewer extension would have made a difference regarding the Leoni Township rezoning recommendation. Staff replied that the main concern was storm water runoff rather than sanitary sewers and that is why site plan review is so important if the Township Board approves the rezoning.

- Item 8. **Commissioner Comment.** Several commissioners made comments:
- a. Comm. Videto remarked on how smoothly the meetings go due to staff work and planning commissioner preparedness. He also asked about the receptiveness of local governments to the JCPC recommendations. Chair Torres noted that she attended a Blackman Township Board meeting during which the Board acted on a zoning amendment request as recommended by the JCPC.
 - b. Comm. Gaede mentioned the greenways recommended as part of the *Jackson Community Comprehensive Plan*. Comm. Hawley noted the importance of protecting natural assets as part of providing a high quality of life in a community.
 - c. Comm. Hilleary stated that he appreciates that the recommendations made by the JCPC are conciliatory even when the endorsement is disapproval.
- Item 9. **Adjournment.** The meeting was adjourned by Chair Torres at 7:00 p.m.

Respectfully submitted by:
Grant Bauman, Recording Secretary