



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 NOTICE

FOR FURTHER INFORMATION CONTACT:

Grant E. Bauman
R2PC Principal Planner
(517) 768-6711
gbauman@co.jackson.mi.us

DATE: December 10, 2020

TIME: 6:00 p.m.

PLACE: **zoom**
(see the back for login information)

MEETING AGENDA

1. Call to order and pledge of allegiance
2. Public comment *[3 MINUTE LIMIT]*
3. Approval of minutes
Approval of the November 5, 2020, meeting minutes *[ACTION]* 3
4. Approval of agenda
Approval of the November 5, 2020, meeting agenda *[ACTION]*
5. Request(s) for review, comment, and recommendation
 - a. Consideration of township zoning amendment(s)
 - (1) CZ | #20-15 | Summit Township Rezoning *[ACTION]* 7
 - (1) CZ | #20-16 | Columbia Township Rezoning *[ACTION]* 27
 - b. Consideration of master plan(s) – *None*
 - c. Farmland and Open Space Preservation Program (PA 116) application(s) – *None*
6. Other business
 - a. Unfinished business – *None*
 - b. New business – *None*
2021 JCPC Meeting Schedule *[ACTION]* 35
7. Public comment *[2 MINUTE LIMIT]*
8. Commissioner comment
9. Adjournment

The next scheduled meeting of the Jackson County Planning Commission is January 14, 2021



Grant Bauman, Recording Secretary, is
inviting you to a scheduled JCPC Zoom meeting.

Join Zoom Meeting

<https://zoom.us/j/97520891555?pwd=MTVPREtZFRtNHBFQT09>

Meeting ID: 975 2089 1555

Passcode: 825078

One tap mobile

+13126266799,,97520891555#,,,,,0#,,825078# US (Chicago)

+16468769923,,97520891555#,,,,,0#,,825078# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

Meeting ID: 975 2089 1555

Passcode: 825078

Find your local number: <https://zoom.us/u/ackqx5h3uz>



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MEETING MINUTES

November 5, 2020

[zoom](#) • Meeting ID: 963 6110 7830 • Passcode: 271298

Members Present: Mr. Eric Beda, Industry and Economics (virtually from Jackson); Mr. Timothy Burns, At Large (virtually from Napoleon); Mr. Roger Gaede, Environment (virtually from Columbia); Ms. Nancy Hawley, At Large (virtually from Munith); Mr. Ted Hilleary, Education (virtually from Blackman); and Mr. Jim Videto, Agriculture (virtually from Spring Arbor)

Members Absent: Mr. Russ Jennings, At Large; Mr. Corey Kennedy, Jackson County Board of Commissioners; and Ms. Jennifer Morris, At Large

Liaisons Present: Mr. Grant Bauman, Principal Planner

Others Present: Mr. Matt Russell

Item 1. **Call to Order and Pledge of Allegiance.** Secretary Hawley called the meeting to order at 6:02 p.m. Those in attendance rose and joined in a virtual Pledge of Allegiance.

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

Item 3. **Approval of Minutes.** Comm. Beda made a motion, seconded by Comm. Hilleary, to **approve** the October 8, 2020, meeting minutes as presented. *The motion was approved unanimously.*

Item 4. **Approval of the Agenda.** Comm. Videto made a motion, seconded by Comm. Burns, to **approve** the November 5, 2020, meeting 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 | #20-14 | Leoni Township**

Staff summarized his report regarding the proposed rezoning of a property, located on Page Avenue and known as Parcel ID #000-14-06-301-009-01, to 'light industrial (ML)'. Mr. Bauman noted the following inconsistencies in the documentation:

- The Zoning Amendment and Rezoning Worksheet Forms cite the rezoning of three separate properties, while the Public Notice and the meeting minutes of the Township Planning Commission only cite a single property.
- The Public Notice and Zoning Amendment and Rezoning Worksheet Forms specify rezoning to "ML (Heavy Industrial)" and "Heavy Industrial (ML)", respectively, while the meeting minutes of the Township Planning Commission recommend approval of a rezoning to "ML". This causes some confusion as the industrial zoning districts are "Light Industrial (ML)" and "Heavy Industrial (M)", respectively.

- The public notice and meeting minutes of the Township Planning Commission cite the property as Parcel ID #000-14-06-301-009-01 while the property (one of three) identified on the Zoning Amendment and Rezoning Worksheet Forms is Parcel ID #000-14-06-301-009-00 (**emphasis added**).

Due to those inconsistencies, staff advised County Planning Commissioners to recommend **approval with comments** of the rezoning, noting the need for the involvement of the Township Attorney prior to Township Board action (please see the staff report).

Comm. Beda stated his concern regarding the inconsistencies in the application package. Mr. Russell, the applicant, informed Commissioners that he consolidated the three properties into a single parcel—which staff surmises may be the reason for the slightly different Parcel ID # cited above—and that the recommendation of the Township Planning Commission was to rezone it to “Light Industrial (ML)”. Based upon that information staff changed his advisement to recommend **approval with comments**—as explained by the applicant—the rezoning of the consolidated parcel to “Light Industrial (ML)”. Comm. Beda continued to be concerned.

Comm. Videto made a motion, seconded by Comm. Burns, to recommend **approval with comments** of the proposed “Light Industrial (ML)” rezoning of the consolidated property, as explained by the applicant, to the Leoni Township Board (please see the staff report and these minutes). *The motion failed due to a tie vote (Yes=3 (Burns, Hawley, and Videto); No=3 (Beda, Gaede, and Hilleary); Absent=3 (Morris, Jennings, and Kennedy)).*

Comm. Gaede made a motion, seconded by Comm. Beda, to recommend **disapproval** based upon application inaccuracies (please see the staff report and these minutes). *The motion passed by majority vote (Yes=4 (Beda, Gaede, Hawley, and Hilleary); (No=2 (Burns and Videto); Absent=3 (Morris, Jennings, and Kennedy)).*

Mr. Russell stated his confusion regarding the action to recommend disapproval of the rezoning request given his explanation. Comm. Beda explained that he wanted to see those changes in the application. Comm. Hawley noted that it is important for the Township to have correct Public Notices.

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

Staff alerted Commissioners to Notices of Intent (NOIs) to prepare a master plan submitted by the Planning Commissions for Hillsdale County and Hanover Township.

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

(1) **FA | #20-03 | Liberty Township**

Staff summarized his report regarding the Farmland and Open Space Agreement (PA 116) application for a property located South Jackson Road and known as Parcel ID #000-18-15-301-001-04. Staff advised County Planning Commissioners to recommend **approval with comments** of the application, noting a single error/omission (please see the staff report).

Comm. Videto made a motion, seconded by Comm. Gaede, to recommend **approval** of the PA 116 application to the Liberty Township Board. *The motion was approved unanimously.*

- Item 6. **Other Business.**
 - a. **Unfinished Business.** None.
 - b. **New Business.** None.
- Item 7. **Public Comment.** None.
- Item 8. **Commissioner Comment.** Commissioner Hilleary thanked Comm. Beda for his comments regarding the Leoni Township rezoning. Comm. Hawley wished everyone a safe and wonderful Thanksgiving.
- Item 9. **Adjournment.** Secretary Hawley adjourned the meeting 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

COORDINATED ZONING REPORT | #20-15

To: County Planning Commissioners

From: Grant E. Bauman

Date: December 4, 2020

Proposal: **A rezoning in Summit Township**

Request

The southern ½ (approximately) of the subject property is proposed for rezoning from ‘urban residential 1 (RU-1)’ to ‘light industrial (I-1)’, consistent with the zoning of its other ½ (see the background information).

Purpose

The purpose of the request is to “allow parking for cars being repaired at Masters Garage”.¹ Section 150.217(A) of the Zoning Code (Chapter 150) states that required “off-street parking facilities shall be located on the same lot as the principal building or on a lot within 300 feet thereof. . . .” Section 150.218(A)(2) states that the “parking of any other type of commercial or industrial vehicle, except for those parked on school or church property, is prohibited in a residential zone.”

Location and Size of the Property

The <¾-acre subject property (ID #640-13-11-327-013-00) is situated in Section 11 (T3S-R1W) of the Township (see Figure 1). It is located in the southeast corner of the intersection of South and Merriman Streets, across from the City of Jackson. The size of the area proposed for rezoning is >½-acre.

Land Use and Zoning

Current Land Use – The Township assesses the subject property for residential use (see Figure 2) even though Masters Garage is located there. A vacant industrial building is located directly to the east. A mix of residences and vacant property is located to the north, south, and west.

Future Land Use Plan – The *Summit Township Master Plan* recommends ‘low density residential’ uses for the subject property and the surrounding area (see Figure 3).

Current Zoning – The northern ½ (approximately) of the subject property is zoned ‘light industrial (I-1)’ as are parcels to the west across Merriman Street (see Figure 4). The southern ½ (approximately) of the property is zoned ‘urban residential (RU-1)’ as are the other surrounding parcels in Summit Township. The surrounding parcels in Jackson are zoned ‘one-family residential (R-1).’

¹ Please note that this report lists the proposed use for informational purposes only. Do not utilize it in making the rezoning decision. Circumstances may change tomorrow which make the proposed use impractical. All of the uses that the proposed zoning designation would allow are pertinent to the rezoning request.

Public Facilities and Environmental Constraints

Water and Sewer Availability – Municipal water and sewer services are available (see the rezoning worksheet form).

Public Road/Street Access – South and Merriman Streets, paved ‘county locals,’ provide direct access to the subject parcel.

Environmental Constraints – The subject property has no known environmental constraints although the Township recognized the possibility “because of the type of business”/use (see the rezoning worksheet form).

Analysis and Recommendation

Township Planning Commission Recommendation – The Summit Township Planning Commission recommends **approval** of the proposed “rezoning of property at 307 E South St. from RU-1 Urban Residential to I-1 Light Industrial, with a 6’ privacy fence being installed along the east side of the property as offered by the owner” (see the attached Zoning Amendment Form and other background information).

Staff Analysis – Summit Township has a Zoning Plan (an element of the Master Plan) which includes the following criteria upon which a rezoning request must be considered:

1. **Is the proposed rezoning consistent with the policies and uses proposed for that area in the Master Plan?**

No. Summit Township’s future land use map recommends ‘low density residential’ uses along South Street (see Figure 3).

2. **Will all of the uses allowed under the proposed rezoning be compatible with other zones and uses in the surrounding area?**

Yes. The northern ½ (approximately) of the subject property and the vacant industrial building to the east have a history of ‘light industrial (I-1)’ use. However, the use of the other ‘I-1’-zoned lots on the west side of Merriman Street is not light industry.

3. **Will public services and facilities be significantly adversely impacted by a development or use allowed under the requested rezoning?**

Yes. Increasing the amount of ‘light industrial (I-1)’ acreage along South Street, a county local roadway, may affect its road surface quality and traffic flow.

4. **Will the uses allowed under the proposed rezoning be equally or better suited to the area than uses allowed under the current zoning district?**

No. The ‘light industrial (I-1)’ zoned properties on the west side of Merriman Street are either vacant or used residentially. The building on the industrial property to the east is vacant and up for sale.

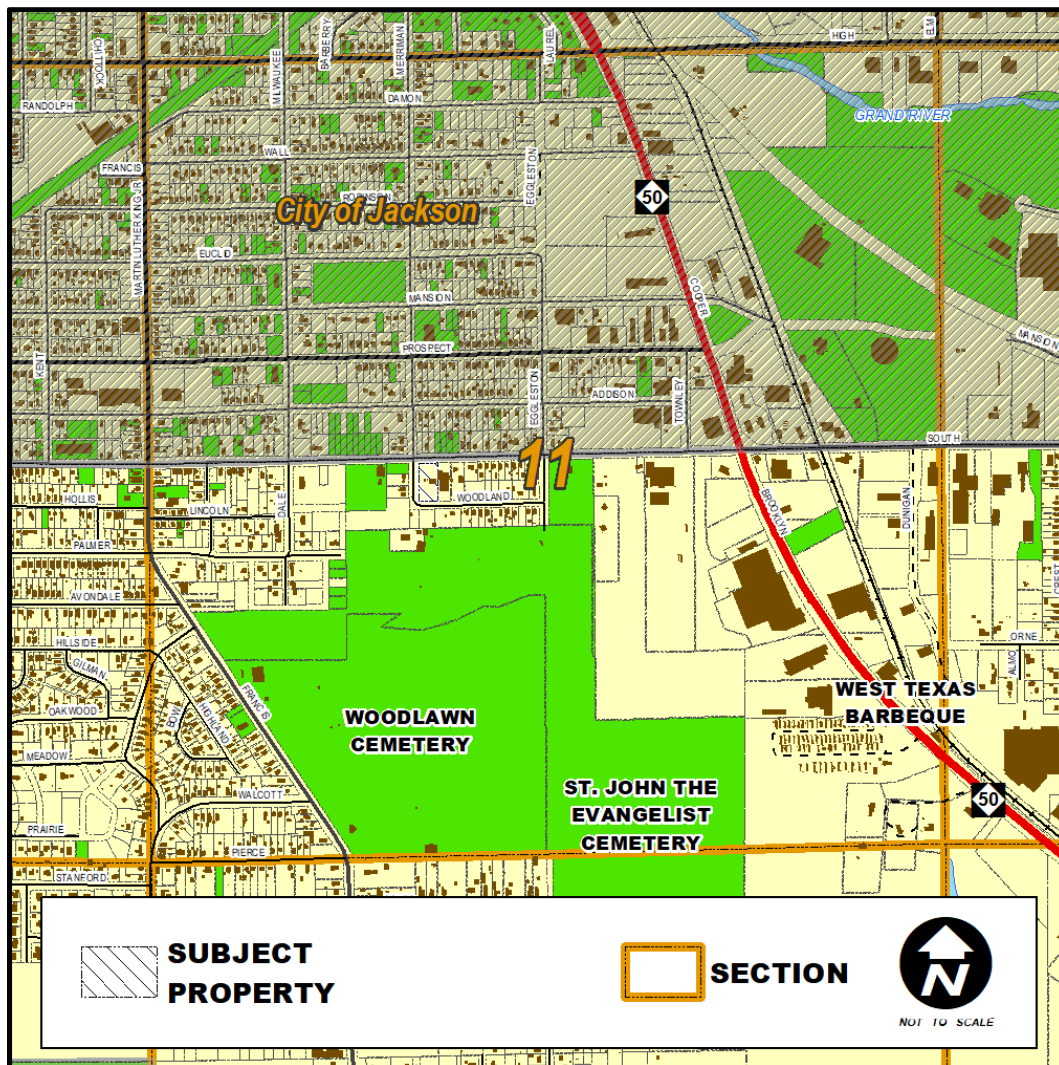
JCPC Staff Advisement – The minimum lot size in the ‘light industrial (I-1)’ district is 20,000 square feet according to Section 150.146 of the Zoning Code (Chapter 150). The existing northern ½ (approximately) of the <¾-acre subject property is only 15,900 (approximately) square feet. Consequently, if the Township grants the rezoning, it would also correct a nonconformity.

However, the proposed rezoning does not conform to the *Summit Township Master Plan*. The other 'I-1'-zoned property in the area is underutilized and some may consider the small size of the district to be 'spot' zoning. The inclusion of a privacy fence in the approval recommendation made by the Township's planning commission is incorrect; conditions cannot be placed on a conventional rezoning. Based upon this analysis, staff advises the Planning Commission to recommend **DISAPPROVAL** to Township Board of the proposed rezoning of the southern ½ (approximately) of the subject property (ID #640-13-11-327-013-00) to 'light industrial (I-1).'

Staff Report Attachment(s):

- Background information provided by Summit Township

**Figure 1
Location**



Suggested Actions:

- (1) Recommend **APPROVAL**
- (2) Recommend **DISAPPROVAL**
- (3) Recommend **APPROVAL WITH COMMENTS**
- (4) Take **NO ACTION**

Figure 2
Property Assessment

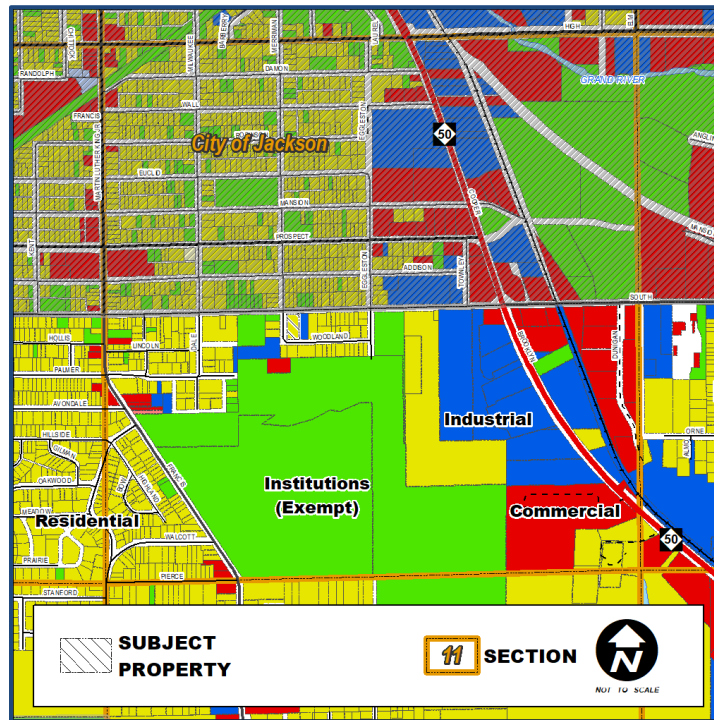


Figure 3
Municipal Future Land Use

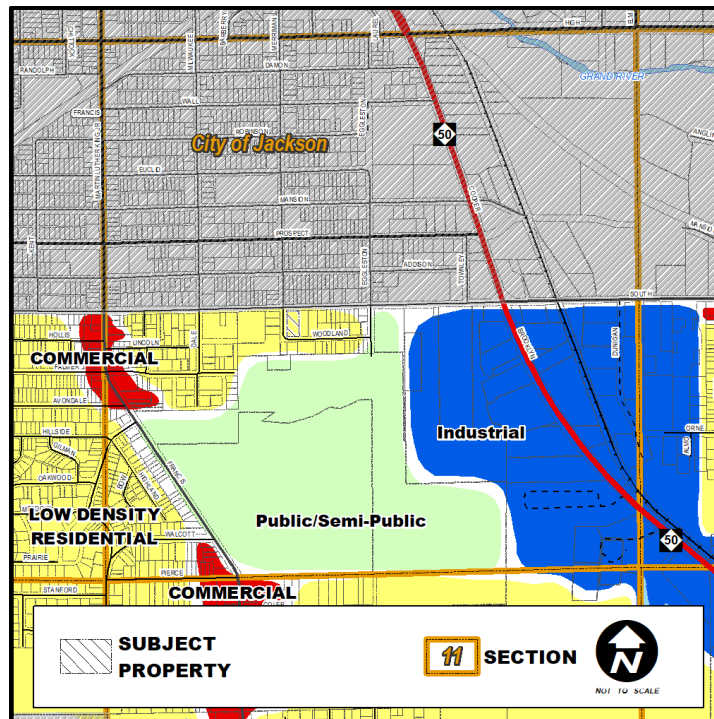


Figure 4
Municipal Zoning

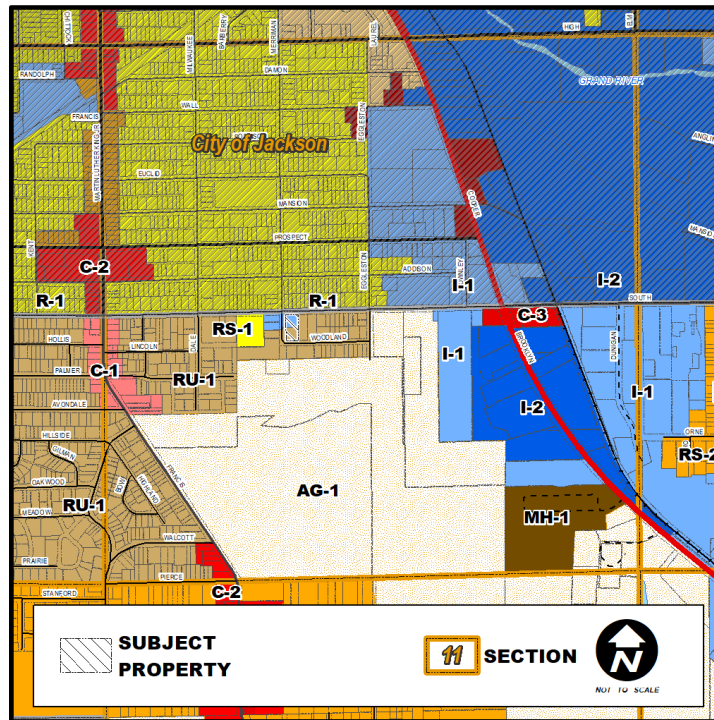


Figure 5a
Aerial Photo



Figure 5b
Google Photo | *Looking South*



ZONING AMENDMENT FORM



JACKSON COUNTY PLANNING COMMISSION (COORDINATING ZONING)

Return to: Jackson County Planning Commission • c/o Region 2 Planning Commission • 120 W. Michigan Avenue • Jackson, Michigan 49201

Please submit the Planning Commission meeting minutes and any reports/exhibits the Commission used to make its recommendation with this form. Use a separate form for each proposed zoning change. Please include a legal description/survey with rezoning requests in addition to the Parcel ID Number.

A copy of this form with the JCPC recommendation will be mailed back to the Clerk, who will return a copy to the JCPC with the Township Board Action.

THE Summit TOWNSHIP PLANNING COMMISSION submits the following proposed zoning change to the Jackson County Planning Commission for its review, comment, and recommendation:

(ANSWER EITHER A or B)

A. DISTRICT BOUNDARY CHANGE (REZONING):

(Provide the legal and popular property descriptions, the Parcel ID Number(s), the number of acres, and the section(s) in which the property is located. Attach additional sheets if more space is needed. Attach a map showing all changes and additions.)

1. The above described property has a proposed zoning change FROM Urban Residential (RU-1) ZONE TO Light Industrial (I-1) ZONE.
2. PURPOSE OF PROPOSED CHANGE: Allow the business to comply with the Zoning Ordinance requirement of Section 150.217 (A) and 150.218 (A) (2) - Parking must be on same lot that is not Zoned Residential for any commercial or industrial use.

B. ZONING ORDINANCE TEXT AMENDMENT:

The following Article(s) and Section(s) is amended or altered: ARTICLE _____ SECTION _____
The NEW SECTION reads as follows: (Attach additional sheets if more space is needed.) _____

- C. **PUBLIC HEARING** on the above amendment was held on: month October day 20 year 2020
- D. **NOTICE OF PUBLIC HEARING** was published/mailed on the following date: month October day 4 year 2020
(Notice must be provided at least fifteen days prior to the public hearing.)
- E. **THE NEWSPAPER** (having general circulation in Township) carrying the NOTICE: Citizen Patriot

The PROPOSED ZONING AMENDMENT described herein was duly considered by the Township Planning Commission and will be forwarded to the Township Board with a recommendation to ☐ APPROVE or ☐ DISAPPROVE.

_____, ☐ Chair or ☐ Secretary 10 / 20 / 2020 (enter date)

JACKSON COUNTY PLANNING COMMISSION (JCPC) ACTION:

1. Date of Meeting: month _____ day _____ year _____
2. The JCPC herewith certifies receipt of the proposed amendment on the above date and:
☐ Recommends APPROVAL of the zoning change
☐ Recommends DISAPPROVAL of the zoning change for the reasons stated in the attached letter.
☐ Recommends APPROVAL of the zoning change with comments, as stated in the attached letter.
☐ Takes NO ACTION.
_____, Recording Secretary _____ / _____ / _____ (enter date)

TOWNSHIP BOARD ACTION:

1. Date of Meeting: month _____ day _____ year _____
2. The _____ Township Board herewith certifies that a legally constituted meeting held on the above date and that the proposed amendment ☐ PASSED, ☐ DID NOT PASS, or was ☐ REFERRED ANEW to the Township Planning Commission.

Township Clerk

REZONING WORKSHEET FORM



JACKSON COUNTY PLANNING COMMISSION (COORDINATING ZONING)

Return to: Jackson County Planning Commission • c/o Region 2 Planning Commission • 120 W. Michigan Avenue • Jackson, Michigan 49201

Please submit with the "Zoning Amendment Form" for a district boundary change (rezoning), not a text amendment.

Township of: Summit Township Case #: 20-09-0015
Township official we may contact: John Worden Phone #: (517) 788 - 4113
Applicant: Ray Masters 617 Hinckley Blvd. Phone #: (517) 783-6817
Rezoning Request: From: Urban Residential (RU-1) To: Light Industrial (I-1)
Property Location: Section(s): 11 Quarter Section(s): ☐ NW ☐ NE ☒ SW ☐ SE
Legal Description and/or Survey Map/Tax Map (please attach) ☒ Yes ☐ No (Please do not use only the Parcel ID Number)
Parcel Size (if more than one parcel, label "A" - "Z"): Total property 0.73 acres 640-13-11-327-013-00

Please attach location map ☒ Yes ☐ No

What is the existing use of the site? vacant

What is the proposed use of the site? allow parking for cars being repaired at Masters Garage 307 E. South St.

What are the surrounding uses (e.g.: agriculture, single-family residential, highway commercial, etc.)?

North: Residential City of Jackson

South: Residential and Vacant

East: Industrial & Residential

West: Industrial & Residential

What are the surrounding Zoning Districts?

North: (_____) Residential City of Jackson

South: (RU-1) Residential

East: (RU-1) Residential

West: (I-1) Light Industrial

What is the suggested use of the site on the Township's Land Use Plan map? Low Density Residential

Is municipal water currently available? ☒ Yes ☐ No Will it be made available? ☐ Yes ☐ No If yes, when? _____

Is municipal sewer currently available? ☒ Yes ☐ No Will it be made available? ☐ Yes ☐ No If yes, when? _____

Does the site have access to a public street or road? ☒ Yes ☐ No If yes, name East South St.

Are there any known environmental constraints on the site? ☐ Yes ☒ No

☐ Wetland(s) ☐ Floodplain(s) ☐ Brownfield(s) ☐ Soil(s) ☐ Other (please specify) possible because of type of business

Please attach the minutes of the Planning Commission.

☒ Yes, the minutes are attached.

☐ No, the minutes are not attached.

Please attach copies of any reports, exhibits or other documented provided to the Planning Commission.

☒ Yes, copies of documentation are attached.

☐ No, copies of documentation are not attached.

Please attach any public comments, letters, or petitions.

☒ Yes, public comments are attached.


☐ No, public comments are not attached.

Please include any additional information or comments as an attachment.

Untitled Map

Write a description for your map.

Legend

 307 E South St

Google Earth

© 2020 Google




100 ft

Untitled Map

Write a description for your map.

Legend

 307 E South St



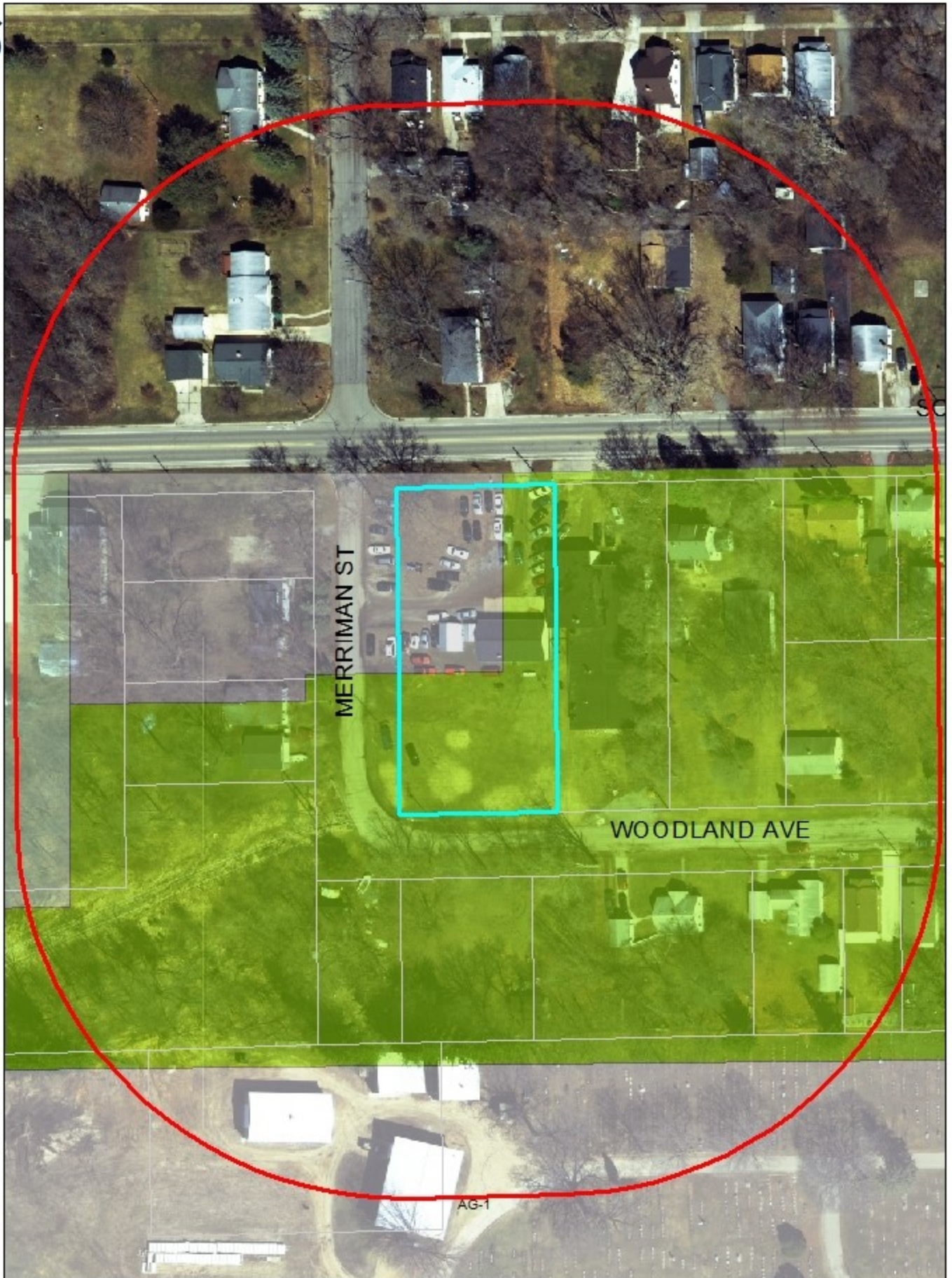
Google Earth

© 2020 Google

90 ft

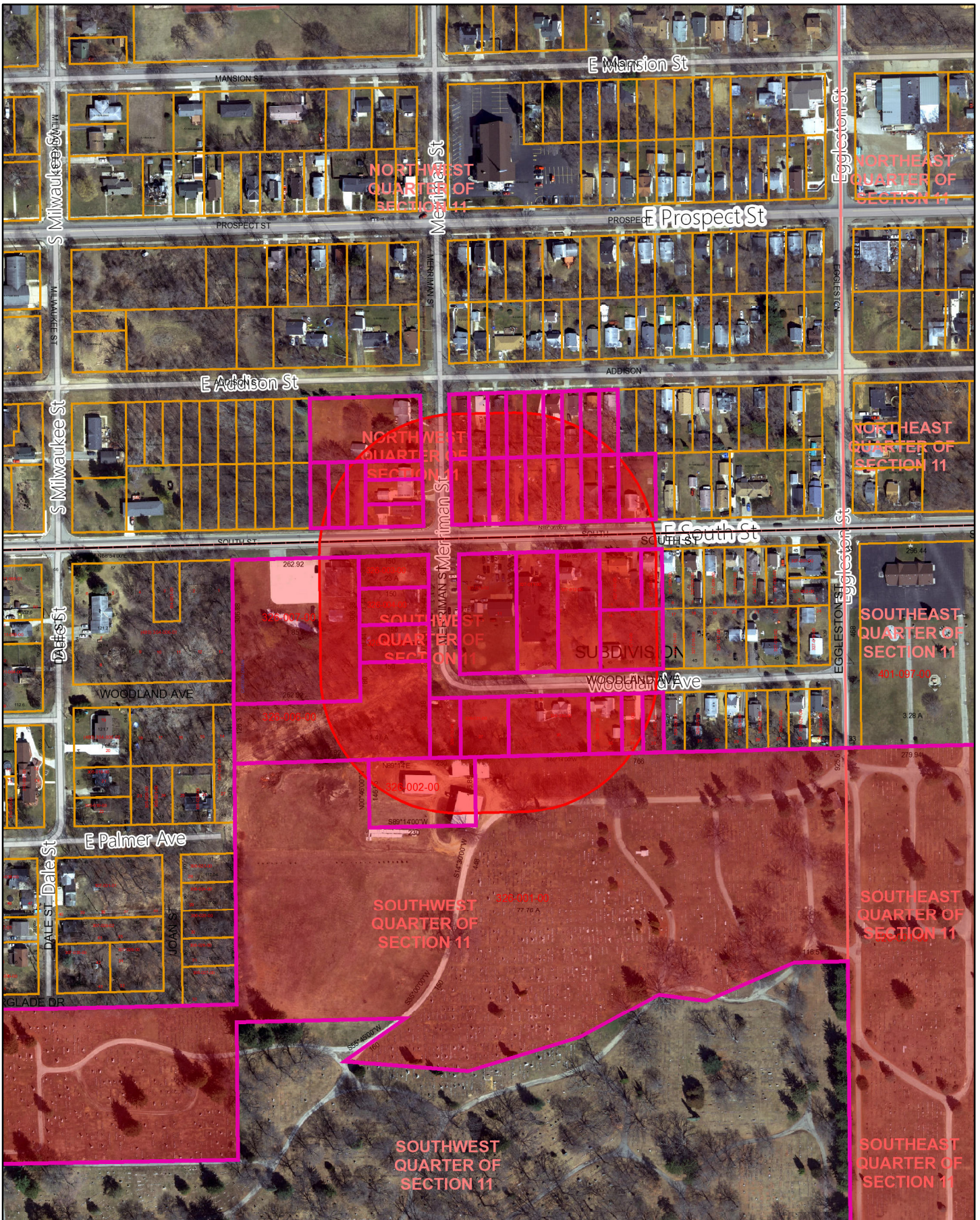


Case#20-09-0015-Rezoning RU-1 to I-1-307 E. South St.
Ray Masters Applicant & Owner-



Case#20-09-0015-Rezoning RU-1 to I-1-307 E. South St.
Ray Masters Applicant & Owner-





SUMMIT TOWNSHIP ZONING APPLICATION

Print or Type

CASE # 20-09-0015

This application will not be processed if incomplete. **All required materials must be submitted at least thirty (30) days prior to the next Planning Commission meeting. Site Plans with all documentation thirty (30) days prior to the next Planning Commission meeting. Special Use Site Plans forty-five (45) days prior to the next Planning Commission meeting.

◆ All required materials must be submitted at least thirty (30) days prior to the next Zoning Board of Appeals meeting.

①

APPLICATION FOR

- | | |
|---|---|
| <input checked="" type="checkbox"/> Rezoning ** | <input type="checkbox"/> Variance ◆ |
| <input type="checkbox"/> Site Plan Review | <input type="checkbox"/> Conditional Use ** |
| <input type="checkbox"/> Planned Developments | <input type="checkbox"/> Home Occupation ** |
| <input type="checkbox"/> Special Land Use | <input type="checkbox"/> Site Plan Change/Renewal |
| <input type="checkbox"/> Admendments | <input type="checkbox"/> Administrative Site Plan |
| | <input type="checkbox"/> Other |

②

APPLICANT INFORMATION (If different than owner, a letter of authorization from the owner must be attached)

Name(s) Ray Masters Phone 517-962-8100
Address 617 Hinkley Blvd
Jackson MI 49203 517-783-6817

③

OWNER INFORMATION

Name(s) Ray Masters Phone 517-962-8100
Address 617 Hinkley Blvd
Jackson MI 49203 517-783-6817

④

PROPERTY INFORMATION

Address or Location 307 E. South St. Jackson MI 49203
Permanent Parcel # 640-13-11-327-013-00
Zone District (Current) Summit Township Property Size 0.73 Acres
Attach legal description-also a survey, site drawing and pictures may be required.

⑤

NARRATIVE DESCRIPTION OF PROPOSED USE/REQUEST (attach additional pages as needed)

would like to rezone to use as needed for parking.

I hereby attest that the information on this application form is, to the best of my knowledge, true and accurate.

Ray Masters

Signature of Applicant

Signature of Applicant

9-1-2020

Date

⑥

I hereby grant permission for members of the Summit Township (Planning Commission) (Zoning Board of Appeals) (Township Board) to enter the above described property (or as described in the attached) for the purpose of gathering information related to this application. (Note to Applicant: This is optional and will not affect any decision on your application.)

Ray Masters

Signature of Applicant

Signature of Applicant

9-1-2020

Date

DO NOT WRITE BELOW THIS LINE

⑦

Date Received 9/14/20 Application ☒
Submitted Materials: Site plan ☐ # of copies 24 x 36 ☒ 11 x 17 ☒ CD/PDF ☒
Site plan checklist ☐ Environmental checklist ☐ Pictures\ Video ☐
Survey: Stake ☒ Mortgage ☐
Letters: JCDOT ☐ JCDC ☐ JCHD ☐ DPW ☐ JCAP ☐ EGLE ☐ FIRE ☐
Application Fee 350.00 Publication/Mailing Fee _____

Meeting Dates: PC 10/20/20
ZBA NA
CNTY 11/12/20
TWPBD 12/18/20
Publication Dates 10/14/20
WEB _____

APPLICATION ACCEPTED BY: John Warden

NOTE: Please attach all documents as required for each type of request and as listed on the attached sheets.

Publication and postage cost charged accordingly over and above filing fees.

White Copy - Township

Yellow Copy - Applicant

NOTICE

Check the Township Website prior to the meeting to see if the meeting is Live
OR

Via Teleconference – Go To Meeting –Access Code – 544-280-237

WWW.SUMMITTWP.COM

The Summit Township Planning Commission will hold a public hearing October 20, 2020
at 6:00 p.m. in the Township Hall, 2121 Ferguson Road.

At this time all interested parties will be heard on the request of Ray Masters of 617 Hinckley Blvd. to rezone the approximate South 100 feet of lot 3 Younkin Subdivision located at 307 East South Street from Urban Residential (RU-1) to Light Industrial (I-1), allowing the legal parking of vehicles being repaired. The property and request are more particularly described and on display at the Township Offices.

Current Zoning for the property is Urban Residential (RU-1)

Summit Township Office is open weekdays from 8:00 a.m. to 5:00 p.m. during which time the Zoning Ordinance/Zoning Map may be examined. Written comments regarding the above may be directed to the Township, or by calling (517) 788-4113 Extension 240. Summit Township will provide any necessary or reasonable auxiliary aids at the meeting for persons with disabilities, upon ten – (10) days written notice to the Township, 2121 Ferguson Rd., Jackson, MI 49203.

John Worden
Zoning Administrator

Jackson Citizen Patriot
Insertion Date: October 4, 2020

Affidavit requested. Please call C. Brown at 788-4113 Ext. 221 with cost

Copy to Meghan Dobben, Clerk

Summit Township Planning Commission

October 20, 2020

Members Present: Allan Hooper, Chair Laurie Cunningham; Secretary, Robert Kendall, George Gancsos Jr, Tom Biela, Mark Cesarz , John Griffin, Todd Emmons; Board Liaison, John Worden; Summit Township Zoning Administrator.

Members Absent: Jack Shelby, Chairman

The meeting was called to order by Allan Hooper, on October 20, 2020 at 6:00 p.m. in the Township hall, 2121 Ferguson rd.

A motion was made by George Gancsos Jr, supported by Mark Cesarz to approve the agenda. Motion carried unanimously.

A motion was made by Tom Biela, supported by Mark Cesarz to approve the minutes of the September 15, 2020 meeting. Motion carried unanimously.

Case # 20-09-0015-307 South St. Rezoning RU1 to I-1 south 100 Feet of Lot 3. Ray Masters, Applicant Owner.

Allan Hooper opened the public meeting for discussion. Ray masters, Applicant was not present. John Worden gave an overview of the reason for the rezoning. Would like to be able to store cars on the lot if it were rezoned. Right now they are parking cars in the road right of way, and are getting issued tickets. There are 2 small existing buildings/sheds that they propose to tear down.

Allan Hopper asked for any public comments, none. Public meeting was closed and open for Commission discussion.

John Worden referenced the Letter from Region 2 with the correction on page 2, last paragraph should say “does not conform” and is not recommending the rezoning. Suggestions of a barrier being put up, the Township commission can recommend it however can’t enforce it.

Tom Biela asked how long is allowed for a vehicle to sit on a property without moving. When is it considered a junk- yard? Worden, as long as it is actively licensed/ plated can be forever.

Tom Biela, asked if approve the rezoning would have a fence to hide cars and check for a valid licenses. Worden advised can only recommend a fence and not enforce. Worden would talk with Bob Smith, Ordinance Enforcer and Jackson County Sheriff to get information on what can be enforced about the cars currently sitting there and if they are licensed.

Laurie Cunningham asked if the rezoning is approved, how many more cars he will be able to accumulate. Mark Cesarz asked about employees, and parking for them.

George Gancsos Jr, Jackson County Road will be able to enforce them to keep the cars off the Road right of way.

Discussion on topics regarding what recommendations could be part of any rezoning, fencing etc. can only be requested under a site plan review.

Robert Kendell gave definition from ordinance book on “repair of junk vehicles” if vehicles are staying there for a long time does that give us the ability to put more stipulations on it. When does it shift from a repair service to a junk yard?

Todd Emmons suggested granting the zoning request for additional parking and have Bob Smith check for junk cars etc. and issue violations if found.

Due to so many outstanding questions and no answers at this time, discussion brought up about tabling till later date.

Recommend that applicant Ray Masters be present at meeting, concern the applicant did not know meeting was live since the agenda said, it was Go-To meeting. Also have Bob Smith and Sherriff check into cars being licensed etc. and talk about fence option.

Motion John Griffin to table this rezoning until more information is available and Applicant is present, supported by Mark Cesarz. Motion carried unanimously.

Other Business: None

A motion to adjourn by Allan Hooper, supported by George Gancsos Jr.

Meeting adjourned at 6:33 p.m. by Allan Hooper

Respectfully Submitted,

Laurie Cunningham, Secretary

Summit Township Planning Commission

Summit Township Planning Commission

November 17, 2020

Members Present- Jack Shelby, Chairman; Allan Hooper, Vice Chairman; Laurie Cunningham, Secretary; George Gancsos Jr., John Griffin, Robert Kendall, Mark Cesarz, Todd Emmons; Board Liaison, John Worden, Summit Township Zoning Administrator.

Members Absent: Tom Biela

The meeting was called to order by Jack Shelby, Chairman by Virtual Go-To-Meeting at 6:00p.m.

A motion was made by George Gancsos Jr., supported by Jack Shelby to approve the agenda. Motion carried unanimously.

A motion was made by John Griffin, supported by George Gancsos Jr. to approve the minutes of the October 20, 2020 meeting. Motion carried unanimously.

Case# 20-10-0018- 517 W Vandercook Drive, Zoned RU-1, Home occupation Type 2- Massage Therapy- Christina Cushard/Owner/Applicant.

Christy Cushard presented her request for a Home Occupation Type 2, she would only have one client at a time with four a day at the most.

Allan Hooper asked about her hours of operation, and suggested extending hours so she would not have to come back to change later if needed.

John Griffin asked about days of operation. They are only Monday, Tuesday and Wednesday. He suggested changing to Monday thru Friday, in case there is a need to reschedule.

John Worden mentioned parking could only be on her property and not on the public road right of way.

A motion was made by Mark Cesarz, supported by John Griffin to approve the Home Occupation Type 2 at 517 W Vandercook Drive, Hours of operation 9 a.m. to 9 p.m. , Monday through Friday, in accordance with 150-257 of the Zoning Ordinance and with parking on her property only. Motion passed unanimously.

Case# 20-09-0015- 307 E. South St- Rezoning RU-1 to I-1 South 100 ft. of Lot 3 Younkin Subdivision- Ray Masters/ Applicant/ Owner- Tabled from October 20, 2020

Carl Schleich was present and is the new owner of garage, he addressed the Commission on the proposed rezoning. The rezoning would allow him to park cars in the back of the property while waiting to be repaired, which would clean up the front and side of the property. Carl has hired

the architectural firm of Woodward & Associates to design the expansion of his business and the design will meet the setback requirements.

John Griffin talked with Carl about the rezoning and the possibility of putting a fence up to conceal the cars. Carl offered to install a fence on the East side of property. If it was enclosed any more he feels there is the possibility of theft or vandalism of the stored vehicles.

Jack Shelby asked John Worden if there were any concerns from the neighbors on the West side about the cars. John responded that no correspondence has been received, only from the East side neighbors.

Bob Kendall referenced the aerial map for the location of the fence. The fence would be located on the east side of the building to obscure the neighbor who expressed issues with the parked cars. Woodland Street on the south and Merriman Street on the west side would still be open.

Jack Shelby asked if it is normal to have that many cars around.

Carl stated the vehicles are waiting for parts, to be repaired or waiting for customers to pay for their repair. He had some of them towed away or had the customers pick them up when they are able to pay for the repairs.

Jack Shelby asked about requiring conditions on the rezoning.

John Worden advised the applicant can voluntarily offer to put a fence up. The Commission cannot put conditions on a rezoning.

Mark Cesarz talked with Carl about the fence, and again Carl has concerns about theft and vandalism if a fence were to enclose the entire property. Jack Shelby asked Carl how far he was planning on running the east side fence. Carl answered as close to the road as would be allowed. Jack Shelby has concerns about complying with the parking requirements in an I-1 zoning district for screening and parking which faces a residential area. Jack commented that he thinks that whole corner including the existing building to the east and the properties to the south should possibility be rezoned to I-1.

John Worden noted the 5 -year Master Plan is coming up for review in 2021 and this would be an area to look at, as there are other business's in the area.

Allen Hooper asked if it is non- conforming use, why was it allowed until now.

John Worden explained the Ordinance changed several years ago that allowed vehicles for a business to park within 300 ft. of the business without regard to the zoning. Now parking must be on the same zoning district.

George Gancsos Jr. questioned if there are limits to how many cars can be parked for repairs

John Worden noted this is considered a storage area for car repair, not really a business where you have customers in and out all the time.

Allan Hooper asked if this was legal conforming before ordinance changed.

John Worden stated yes but the ordinances are not retro -active.

Jack Shelby expressed concern regarding approving the rezoning but not addressing the parking requirements in the ordinance. Jack also noted that a Conditional Use permit was required for Automobile Repair Garages in an I-1 district. Jack asked, if the rezoning is approved, can we wait 3 months and then have Carl apply for a Conditional Use Permit.

John Worden noted again that the Commission cannot place conditions on rezoning

John Griffin expressed concern that if rezoning is approved, will the Owner be able to legally use it as parking because the parking requirements could now be an issue.

John Worden again stated that this is a unique situation as it is more of an outside storage facility, not restaurant, store, etc. It was legal conforming before the Ordinance change.

John Griffin asked why was applicant directed to apply for a rezoning if it was legal conforming.

John Worden stated that because the Township received a complaint about the property and with the current ordinance it is in violation.

Robert Kendall stated the legal conforming issue would be more of a lawyer's interpretation and could possibly defer for a month to consult with the township attorney. That way Carl could operate on a long- term basis and not have to come back and conform to the parking regulations.

Jack Shelby asked if we recommend rezoning, would there be no conditions.

John Worden stated the applicant could request Contract Rezoning, however the Commission would need to allow the request for Contract Rezoning to proceed. This process would then allow items of concern to be addressed.

A motion was made by Allan Hooper, supported by John Griffin to recommend to the Township Board the rezoning of property at 307 E South St. from RU-1 Urban Residential to I-1 Light Industrial, with a 6' privacy fence being installed along the east side of the property as offered by the owner.

Bob Kendall supported the motion, but not sure we are doing him a favor if the parking regulations kick in later.

Roll Call: Ayes; George Gancsos Jr, Allan Hooper, John Griffin, Mark Cesarz, Robert Kendall, Todd Emmons, Jack Shelby and Laurie Cunningham. Motion passed unanimously.

Meeting adjourned by Jack Shelby 6:40 p.m.

Respectfully Submitted,

Laurie Cunningham, Secretary

Summit Township Planning Commission



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

COORDINATED ZONING REPORT | #20-16

To: County Planning Commissioners
From: Grant E. Bauman
Date: December 4, 2020

Proposal: **A rezoning in Columbia Township**

Request

The applicant proposes rezoning the subject property to 'highway service commercial (C-3)' from 'agricultural (AG)'.

Purpose

The applicant operates two businesses (Affordable Storage and Boaters Choice) on the lot directly to the north of the subject property and owns the parcel located to the south. He wants "to separate his [2] businesses to provide a better traffic flow for his storage customers and move the boat business to the [subject parcel]. This would have all 3 lots with the same zoning designation" (see the Background Information).¹

Location and Size of the Property

The approximately 4.3-acre subject property (ID # 000-20-31-101-001-10) is located in Section 31 (T4S-R2E) of Columbia Township, south of the Village of Brooklyn. It sits on the east side of M-50 (Brooklyn Road) just north of the junction with Brooklyn Road (see Figure 1).

Land Use and Zoning

Current Land Use – The subject property and the lot to the south are assessed commercial vacant (see Figure 2). Aerial photography shows that a parking/storage area is present on the subject parcel (see Figures 5a and 5b). Farmland is located to the east and west.

Future Land Use Plan – The Township's master plan places the subject property in an area recommended for 'commercial' uses (see Figure 3). A mixed-use area is proposed along the west side of M-50 (Brooklyn Road) in the general area.

Current Zoning – The lots to the north and south of the subject property are zoned 'highway service commercial (C-3)'. Parcels to the east and west are zoned 'agricultural (AG)'.

Public Facilities and Environmental Constraints

Water and Sewer Availability – Municipal sewer service is available but municipal water service is not provided (see the attached Zoning Worksheet Form).

¹Please note that staff lists the proposed use for informational purposes only. Commissioners should not utilize it in making the rezoning decision. Circumstances may change tomorrow which make the proposed use impractical. All of the uses that the proposed zoning designation would allow are pertinent to the rezoning request.

Public Road/Street Access – Brooklyn Road (M-50) is a state highway.

Environmental Constraints –The Township identified no environmental constraints (see the attached Zoning Worksheet Form).

Analysis and Recommendation

Township Planning Commission Recommendation – The Columbia Township Planning Commission recommended **approval** of the proposed rezoning to ‘highway service commercial (C-3)’ on October 28, 2020 (see the attached Zoning Amendment Form and other background information).

JCPC Staff Analysis – The master plan recommends ‘commercial’ uses in the general area. The lots to the north and south of the subject parcel are both zoned ‘highway service commercial (C-3)’. Commercial businesses are already located on properties to the north.

JCPC Staff Advisement – Based upon this analysis, staff advises the Jackson County Planning Commission to recommend **APPROVAL** of the ‘highway service commercial (C-3)’ rezoning request to the Columbia Township Board (see the staff report).

Staff Report Attachment(s):

- Background information provided by Columbia Township

Suggested Actions:

- (1) Recommend **APPROVAL**
- (2) Recommend **DISAPPROVAL**
- (3) Recommend **APPROVAL WITH COMMENTS**
- (4) Take **NO ACTION**

**Figure 1
Location**

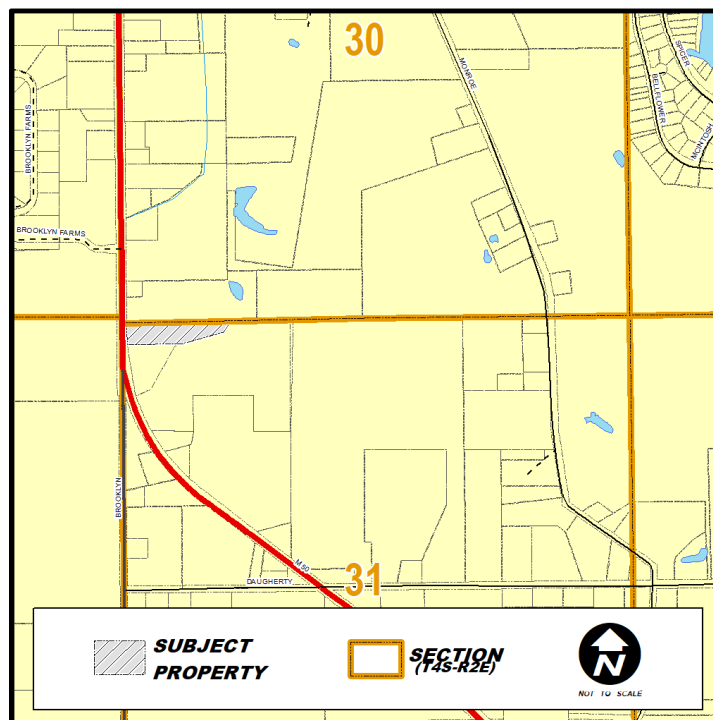


Figure 2
Property Assessment

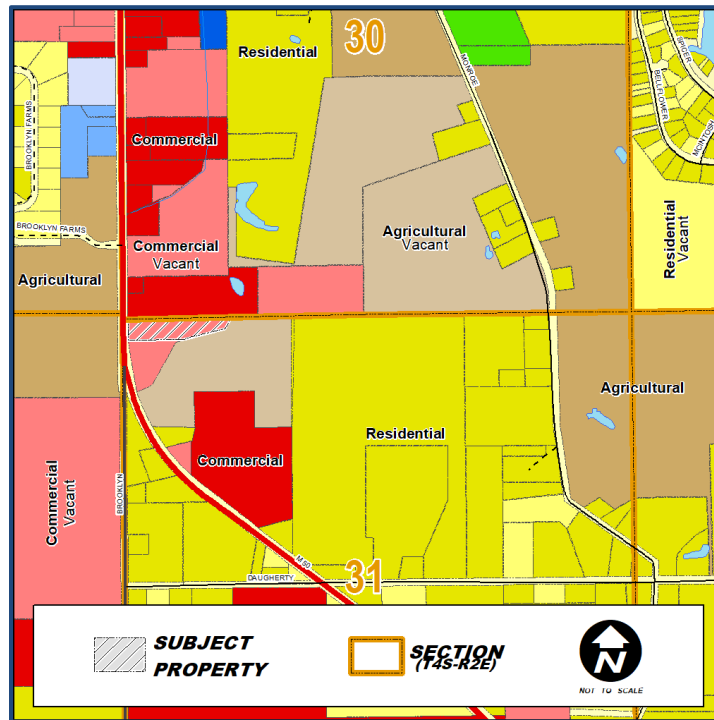


Figure 3
Municipal Future Land Use

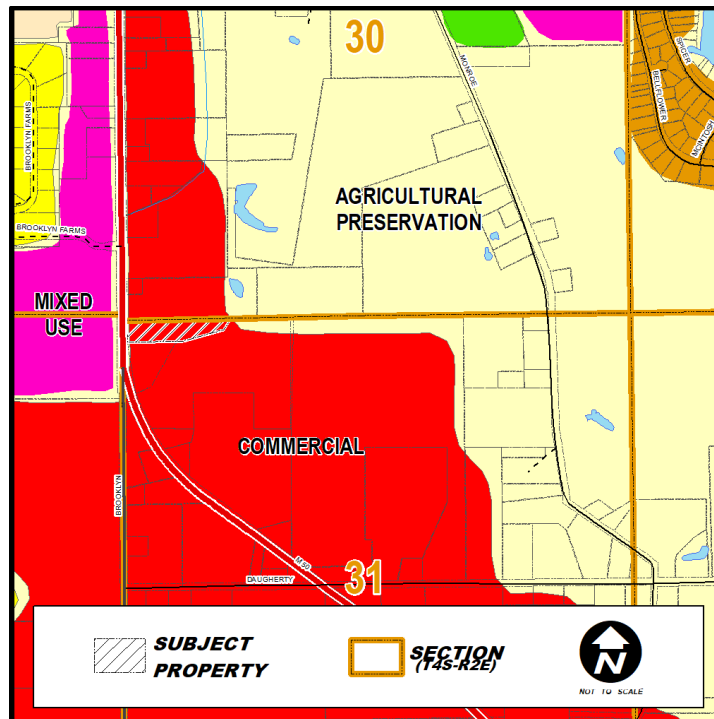


Figure 4
Municipal Zoning

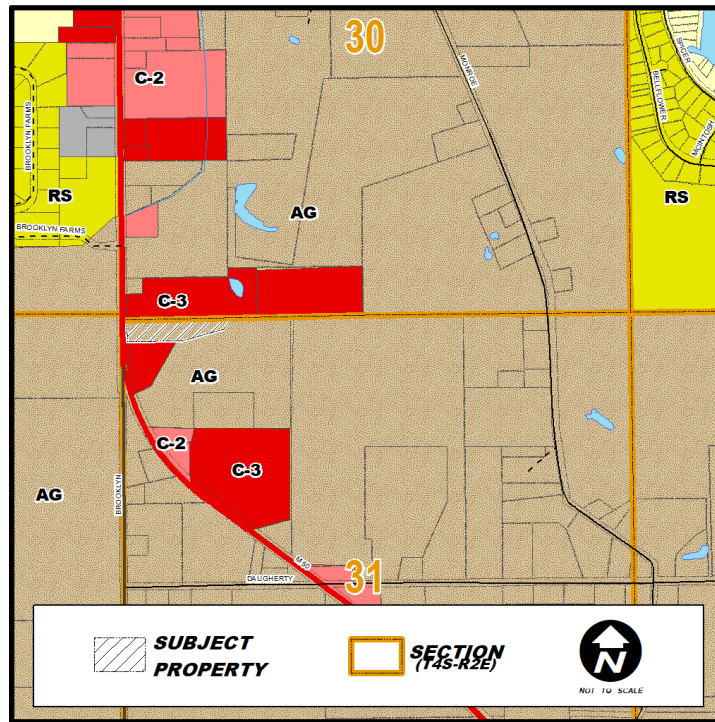


Figure 5a
Aerial Photo

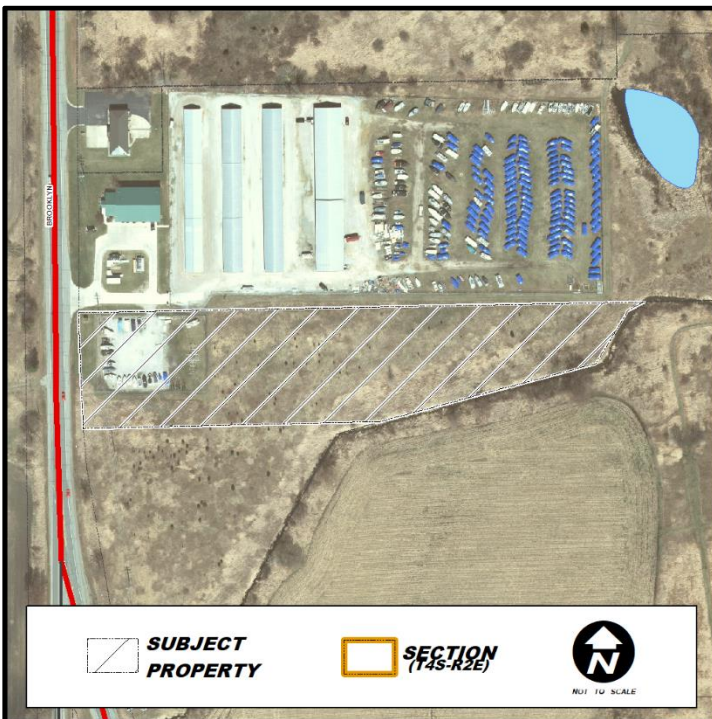


Figure 5b
Google Street View Photo



ZONING AMENDMENT FORM



JACKSON COUNTY PLANNING COMMISSION (COORDINATING ZONING)

Return to: Jackson County Planning Commission • c/o Region 2 Planning Commission • 120 W. Michigan Avenue • Jackson, Michigan 49201

Please submit the Planning Commission meeting minutes and any reports/exhibits the Commission used to make its recommendation with this form. Use a separate form for each proposed zoning change. Please include a legal description/survey with rezoning requests in addition to the Parcel ID Number.

A copy of this form with the JCPC recommendation will be mailed back to the Clerk, who will return a copy to the Township with the Township Board Action.

THE Columbia TOWNSHIP PLANNING COMMISSION submits the following proposed zoning change to the Jackson County Planning Commission for its review, comment, and recommendation:

(ANSWER EITHER A or B)

A. DISTRICT BOUNDARY CHANGE (REZONING):

(Provide the legal and popular property descriptions, the Parcel ID Number(s), the number of acres, and the section(s) in which the property is located. Attach additional sheets if more space is needed. Attach a map showing all changes and additions.)

Parcel # 38000-20-31-101-001-10

(SEE ATTACHMENTS)

1. The above described property has a proposed zoning change FROM AGRICULTURAL (AG) ZONE TO Commercial Highway Service (C3) ZONE.

2. PURPOSE OF PROPOSED CHANGE: _____

B. ZONING ORDINANCE TEXT AMENDMENT:

The following Article(s) and Section(s) is amended or altered: ARTICLE _____ SECTION _____
The NEW SECTION reads as follows: (Attach additional sheets if more space is needed.) _____

C. PUBLIC HEARING on the above amendment was held on: month 10 day 28 year 2020

D. NOTICE OF PUBLIC HEARING was published/mailed on the following date: month 10 day 8 year 2020
(Notice must be provided at least fifteen days prior to the public hearing.)

E. THE NEWSPAPER (having general circulation in Township) carrying the NOTICE: Brooklyn Exponent

The PROPOSED ZONING AMENDMENT described herein was duly considered by the Township Planning Commission and will be forwarded to the Township Board with a recommendation to ☒ APPROVE or ☐ DISAPPROVE.

Theresa Mahu ☒ Chair or ☐ Secretary 10 / 28 / 2020 (enter date)

JACKSON COUNTY PLANNING COMMISSION (JCPC) ACTION:

1. Date of Meeting: month _____ day _____ year _____

2. The JCPC herewith certifies receipt of the proposed amendment on the above date and:

☐ Recommends APPROVAL of the zoning change

☐ Recommends DISAPPROVAL of the zoning change for the reasons stated in the attached letter.

☐ Recommends APPROVAL of the zoning change with comments, as stated in the attached letter.

☐ Takes NO ACTION.

_____, Recording Secretary _____ / _____ / _____ (enter date)

TOWNSHIP BOARD ACTION:

1. Date of Meeting: month _____ day _____ year _____

2. The _____ Township Board herewith certifies that a legally constituted meeting held on the above date and that the proposed amendment ☐ PASSED, ☐ DID NOT PASS, or was ☐ REFERRED ANEW to the Township Planning Commission.

Township Clerk

REZONING WORKSHEET FORM



JACKSON COUNTY PLANNING COMMISSION (COORDINATING ZONING)

Return to: Jackson County Planning Commission • c/o Region 2 Planning Commission • 120 W. Michigan Avenue • Jackson, Michigan 49201

Please submit with the "Zoning Amendment Form" for a district boundary change (rezoning), not a text amendment.

Township of: Columbia Township Case #: Parcel # 38000-20-31-101-001-10
Township official we may contact: Rick Church COORDINANCE ENFORCER Phone #: (517) 592-2000
Applicant: Damon & Caryn Bundy Phone #: (517) 202-7770
Rezoning Request: From: Agricultural (AG) To: Commercial Highway Service (C-3)
Property Location: Section(s): 31 Quarter Section(s): ☒ NW ☐ NE ☐ SW ☐ SE
Legal Description and/or Survey Map/Tax Map (please attach) ☒ Yes ☐ No (Please do not use only the Parcel ID Number)
Parcel Size (if more than one parcel, label "A" - "Z"): 4.3 AC.

Please attach location map ☒ Yes ☐ No

What is the existing use of the site? Commercial Highway Service (C-3)

What is the proposed use of the site? Commercial Highway Service (C-3)

What are the surrounding uses (e.g.: agriculture, single-family residential, highway commercial, etc.)?

North: Commercial Highway Service (C-3) South: Commercial Highway Service (C-3)
East: Agriculture (AG) West: Agriculture (AG)

What are the surrounding Zoning Districts?

North: (C-3) Commercial Highway Service South: (C-3) Commercial Highway Service
East: (AG) Agriculture West: (AG) Agriculture

What is the suggested use of the site on the Township's Land Use Plan map? Commercial

Is municipal water currently available? ☐ Yes ☒ No Will it be made available? ☐ Yes ☐ No If yes, when? _____

Is municipal sewer currently available? ☒ Yes ☐ No Will it be made available? ☐ Yes ☐ No If yes, when? _____

Does the site have access to a public street or road? ☒ Yes ☐ No If yes, name Brooklyn Rd. (M-50)

Are there any known environmental constraints on the site? ☐ Yes ☒ No

☐ Wetland(s) ☐ Floodplain(s) ☐ Brownfield(s) ☐ Soil(s) ☐ Other (please specify) _____

Please attach the minutes of the Planning Commission.

☒ Yes, the minutes are attached. ☐ No, the minutes are not attached.

Please attach copies of any reports, exhibits or other documented provided to the Planning Commission.

☒ Yes, copies of documentation are attached. ☐ No, copies of documentation are not attached.

Please attach any public comments, letters, or petitions.

☐ Yes, public comments are attached. ☒ No, public comments are not attached.

Please include any additional information or comments as an attachment.

Columbia Township Planning Commission Minutes

Meeting Date: Wednesday October 28, 2020 7:00 pm

1. Call to order by Chairperson Terry Mahr at 7:00
2. Pledge of Allegiance
3. Roll Call: Andrew Brieschke, Mike McKay, Terry Mahr, Todd Wanty
Hollis Jeffreys, Flip Reynolds
Absent: Roger Gaede
Visitors: Damon Bundy, Boaters Choice Brooklyn, MI. Home address: 194 Southern Shores Dr
Brooklyn, MI 49230

4. Public Comments: None

5. Motion to approve the agenda made by Brieschke; supported by Reynolds. Vote: Ayes all, motion carried

6. Motion by Reynolds; supported by McKay to accept the minutes from 10-13-20 Planning Commission with no revisions. Vote: Ayes all, motion carried

7. Purpose of the meeting: **Public Hearing for Request to Amend the Zoning Map/Rezoning on Parcel known as ADP#000-20-31-101-001-10 Brooklyn Road. Current Parcel Zoning is AG, Proposed Parcel Zoning: C3 (Commercial Highway Service).**

8. Old Business: None

9. New Business: None

10. Open Hearing:

Damon Bundy 194 Southern Shores Brooklyn, MI 49230 is requesting the Parcel **ADP#000-20-31-101-001-10 be rezoned from AG to C3**. The lots on either side are currently zoned as C3 and he is requesting the change to separate his (2) businesses to provide a better traffic flow for his storage customers and move the boat business to the parcel noted. This would have all 3 lots with the same zoning designation. He provided a digital view of the lots and proposed changes.

Questions: Jeffreys, with a new driveway be added? Bundy: No, the current drive will be widened.

Hearing Closed.

Motion by Reynolds to recommend approval of the Zoning change as requested for the Parcel **ADP#000-20-31-101-001-10** above from AG to C3, supported by McKay.

Roll Call vote: McKay-Yes, Brieschke-Yes, Mahr-Yes, Wanty-Yes, Jeffreys-Yes, Reynolds-Yes

Motion and changed approved.

11. The November 10 Planning Commission meeting is canceled, the Next Meeting will be Tuesday December 8th to elect officers for 2021.

Public Comments: None

12. Commissioner Comments:

Flip Reynolds was thanked for his many years of service to the Planning Commission.

Future Meetings will be Zoom Meetings.

Reynolds discussed the new Solar Project for Cement City Solar. 250 construction jobs, 4 permanent full time employees, will be constructed in segmented sections along White Road east of 127. It will have a 35 year life cycle.

7:27 PM Motion to Adjourn by Mahr, supported by McKay. Ayes all, motion carried

Respectfully submitted,

Todd Wanty

Todd Wanty-Secretary
revised 10-29-20



Jackson County Planning Commission

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2021 MEETING & SUBMITTAL DEADLINE SCHEDULES

The Jackson County Planning Commission generally meets on the second Thursday of each month unless otherwise indicated:

2021 MEETING SCHEDULE

ICPC Meeting Date

Thursday, January 14, 2021
Thursday, February 11, 2021
Thursday, March 11, 2021

ICPC Meeting Date

Thursday, April 8, 2021
Thursday, May 13, 2021
Thursday, June 10, 2021

ICPC Meeting Date

Thursday, July 8, 2021
Thursday, August 12, 2021
Thursday, September 9, 2021

Thursday, October 14, 2021
Thursday, November 11, 2021*
Thursday, December 9, 2021

**The first Thursday of November*

The monthly meeting of the Jackson County Planning Commission is scheduled for 6:00 pm in the 5th floor Commission Chambers of the Jackson County Tower Building (120 W. Michigan Avenue, Downtown Jackson).

In order for staff to review zoning proposals and prepare reports for County Planning Commissioners in a timely manner, requests must be submitted by 12:00 noon on the following dates in order to be considered by the Commission on the corresponding meeting date.

2021 MEETING & SUBMITTAL DEADLINE SCHEDULES

ICPC Meeting Date

Thursday, January 14, 2021
Thursday, February 11, 2021
Thursday, March 11, 2021
Thursday, April 8, 2021
Thursday, May 13, 2021
Thursday, June 10, 2021

Submittal Date

Tuesday, January 6, 2021
Wednesday, February 3, 2021
Wednesday, March 3, 2021
Wednesday, March 31, 2021
Wednesday, May 5, 2021
Wednesday, June 2, 2021

ICPC Meeting Date

Thursday, July 8, 2021
Thursday, August 12, 2021
Thursday, September 9, 2021
Thursday, October 14, 2021
Thursday, November 11, 2021
Thursday, December 9, 2021

Submittal Date

Wednesday, June 30, 2021
Wednesday, August 4, 2021
Wednesday, September 1, 2021
Wednesday, October 6, 2021
Wednesday, November 3, 2021
Wednesday, December 1, 2021