



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

2020 JCPC MEETING MINUTES

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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

January 9, 2020

5th Floor Commission Chambers • Jackson County Tower Building • Jackson, Michigan

Members Present: Mr. Roger Gaede, Environment; Ms. Amy Guerriero, Industry and Economics; Ms. Nancy Hawley, At Large; Mr. Ted Hilleary, Education; Mr. Russ Jennings, At Large; and Mr. Corey Kennedy, Jackson County Board of Commissioners;

Members Absent: Mr. Timothy Burns, At Large; Ms. Jennifer Morris, At Large; and Mr. Jim Videto, Agriculture

Liaisons Present: Mr. Grant Bauman, Principal Planner

Others Present: Mr. David Darkowski (Norfolk Homes), Ms. Deborah Fraga, Mr. James Fraga, Mr. Ben Latocki, Mr. Chuck Moyer, Ms. Diane Moyer, Mr. David Spring, Ms. Tracy Spring, Mr. David Trosin, Ms. Jane Trosin, Mr. Jeff Yost, and Mr. Tim Yost.

Item 1. **Call to Order and Pledge of Allegiance.** The meeting was called to order at 6:10 p.m. by Chair Guerriero. 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 December 12, 2019, meeting minutes as presented. *The motion was approved unanimously.*

Item 4. **Approval of the Agenda.** A motion was made by Comm. Hilleary, and seconded by Comm. Kennedy, to **approve** the January 9, 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 | #20-01a & -01b | Summit Township**

Staff summarized his report regarding the proposed rezoning of the subject property—known as Parcel ID #000-13-16-427-006-22 and located in Section 16 (T3S-R1W) of the Township—from ‘suburban residential 2 (RS-2)’ to a combination of ‘planned residential (PR-1)’ and ‘local commercial (C-1)’. Staff advised County Planning Commissioners to recommend **approval** of the rezoning to ‘local commercial (C-1)’ and **approval with comments** of the rezoning to ‘planned residential (PR-1)’ noting his concerns regarding flooding and road connectivity (please see the staff report). Chair Guerriero provided the opportunity for the following public and commissioner comment:

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- Mr. Darkowski, representing the applicant, spoke in favor of the request. He noted that the property is located in a drainage district, that Norfolk Homes does not want to add to the flooding problem, and that it will work with the County Drain Commissioner and the Township to address this concern.
- Mr. Spring expressed his appreciation for the work of the County Drain Commissioner and JCPC staff regarding the drainage issue. He noted that the east side of the proposed site condominium development (where he lives) has the same flooding issues as the west side documented in the staff report. He stated that these concerns need to be addressed. Comm. Guerriero asked Mr. Spring if he had contacted the County Drain Commissioner. He said no, but Ms. Fraga stated that she had because her swimming pool was flooded out twice. She went on to note that drains are already located on her property and flooding still occurs. Mr. Fraga requested a buffer zone between the new development and existing homes.
- Mr. Tim Yost expressed his support for the development, acknowledged the responsiveness of Norfolk Homes and the County Drain Commissioner, and stated that on-site detention needs to be addressed. He had already pumped 30,000 gallons of water out of his basement since January 1st. This occurs naturally and he was concerned that the proposed development will exacerbate the situation. Mr. Latocki also spoke about drainage and stated that the area is wet all of the time.
- Another citizen living on Cranmoor Road voiced his concern about the proposed roads and a resulting increase in traffic in the surrounding area, especially through-traffic. He stated that many people walk in the neighborhood and there are no sidewalks. The resident also asked if higher density apartments could be built on the property if it is rezoned to PR-1. JCPC staff responded that it is his understanding that the street originally proposed for connection to Cranmoor Road will terminate in a cul-de-sac and explained that the PR-1 development process requires further approval of any development not contained on the approved site plan. Comm. Guerriero also noted that a site plan must be approved before anything can be built for this or future developments.
- Comm. Kennedy stated that the County Drain Commissioner should ascertain if the additional drainage from the Cascades Lagoons in Sparks Foundation County Park will affect the subject property and surrounding area.
- Comm. Gaede stated that the wetlands should be documented and that the Michigan Department of the Environment, Great Lakes, and Energy (EGLE) should be involved in the development of the site plan. Mr. Darkowski stated that a permit is required from EGLE.

- Comm. Hawley noted that larger common areas may be needed in order to accommodate more storm water detention. She explained that higher densities are more likely needed for modest dwellings while luxury dwellings are more likely to call for additional ‘elbow room’. There is no reason, such as a lake in her opinion, that would necessitate higher densities. Comm. Guerriero noted that low-density residential is recommended for the property and that a higher density would not be in conformance with the Township’s master plan.

A motion was made by Comm. Kennedy, and seconded by Comm. Hilleary, to concur with the staff advisement to recommend **approval** of the rezoning to ‘local commercial (C-1)’ and **approval with comments** of the rezoning to ‘planned residential (PR-1)’ to the Summit Township Board (please see the staff report and these minutes). *The motion was approved unanimously.*

(2) **CZ | #20-02 | Napoleon Township**

Staff summarized his report regarding the proposed rezoning of a 1½ acre portion of the subject property—known as Parcel ID #000-20-05-126-002-06 and located in Section 5 (T4S-R2E) of the Township—from ‘agricultural (AG-1)’ to ‘single-family residential (R-1)’. County Planning Commissioners were advised to recommend **disapproval** of the rezoning to ‘single family residential (R-1)’, noting that rezoning to ‘rural residential(RR)’ would be more appropriate provided that the area to be rezoned was increased to at least 2 acres (please see the staff report).

A motion was made by Comm. Kennedy, and seconded by Comm. Hawley, to recommend **disapproval** of the ‘R-1’ rezoning request to the Napoleon Township Board (please see the staff report). *The motion was approved unanimously.*

(3) **CZ | #20-03a & -03b | Spring Arbor Township**

Staff summarized his report regarding the proposed rezoning of the subject properties—known as Parcel ID #000-12-16-201-001-02 and Parcel ID #000-12-16-201-001-01 (the eastern 205 feet) and located in Section 16 (T3S-R2W) of the Township—from ‘agricultural (AG-1)’ to ‘suburban residential (RS-1)’. Staff advised County Planning Commissioners to recommend **approval with comments** of the rezonings to ‘suburban residential (RS-1)’, noting that the Zoning Administrator told him that an easement to Concerto Court will be provided to the landlocked remainder of the property proposed for partial rezoning which allayed his concerns (please see the staff report).

A motion was made by Comm. Gaede, and seconded by Comm. Jennings, to recommend **approval with comments** of the rezoning to ‘suburban residential (RS-1)’ to the Spring Arbor Township Board as long as an easement is provided to the landlocked portion of the property. *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.** None.

Item 8. **Commissioner Comment.** Chair Guerriero informed the Commission that she is retiring on April 1st and will be resigning from the JCPC prior to its April 9th meeting. Her fellow commissioners congratulated her on her retirement and expressed their appreciation of her leadership on the JCPC. Comm. Hilleary thanked JCPC Staff and the Chair for their work.

Item 9. **Adjournment.** The meeting was adjourned by Chair Guerriero at 7:36 p.m.

Respectfully submitted by:
Grant Bauman, Recording Secretary



Jackson County Planning Commission

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MEETING MINUTES

February 13, 2020

5th Floor Commission Chambers • Jackson County Tower Building • Jackson, Michigan

Members Present: Mr. Timothy Burns, At Large; Mr. Roger Gaede, Environment; Ms. Nancy Hawley, At Large; Mr. Ted Hilleary, Education; Mr. Russ Jennings, At Large; Mr. Corey Kennedy, Jackson Co. Board of Comm.; and Ms. Jennifer Morris, At Large

Members Absent: Ms. Amy Guerriero, Industry and Economics, and Mr. Jim Videto, Agriculture

Liaisons Present: Mr. 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 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 Comm. Hilleary, and seconded by Comm. Hawley, to **approve** the January 9, 2020, meeting minutes as presented. *The motion was approved unanimously.*
- Item 4. **Approval of the Agenda.** Staff requested that the agenda be amended to include the election of officers under new business (Item #6b). A motion was made by Comm. Kennedy, and seconded by Comm. Hilleary, to **approve** the February 13, 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 | #20-04a, -04b, -04c, & -04d | Grass Lake Charter Township**

Staff summarized his report regarding the proposed rezoning of the subject properties—identified in the staff report as ‘A’, ‘B’, ‘C’, and ‘D’; known as Parcel ID #000-10-34-126-001-07, #000-10-34-301-003-00, #000-10-34-326-001-00, and #000-10-34-326-002-00, respectively; and located in Section 34 (T2S-R2E) of the Township—from ‘general commercial (GC)’ to ‘single family residential (R-2)’. The Township Planning Commission recommends approval of rezoning Parcels ‘B’ - ‘D’ to ‘C-2’ and the rezoning of the southern portion of Parcel ‘A’ to ‘R-2’, retaining the ‘GC’ zoning on the remainder of the property. Staff advised County Planning Commissioners to recommend **approval** of the rezoning to ‘R-2’ for parcels ‘B’ - ‘D’ and **disapproval** of the partial rezoning of parcel ‘A’ to ‘R-2’ (please see the staff report).

After some discussion a motion was made by Comm. Burns, and seconded by Comm. Hawley, to concur with the staff advisement to recommend **approval** of the rezoning to ‘R-2’ for Parcels ‘B’ - ‘D’ and **approval** of rezoning the entirety of Parcel

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'A' to 'R-2', or **disapproval** of the partial rezoning to 'R-2' for Parcel 'A', to the Grass Lake Charter Township Board (please see the staff report and these minutes). *The motion was approved unanimously.*

(2) **CZ | #20-05 | Sandstone Charter Township**

Staff summarized his report regarding the proposed rezoning of the subject property—known as Parcel ID #000-07-36-201-001-09 and located in Section 36 (T2S-R2W) of the Township—from 'suburban residential (RS-1)' to 'agricultural (AG-1)'. County Planning Commissioners were advised to recommend **approval with comments** of the rezoning to 'AG-1' (please see the staff report).

After some discussion a motion was made by Comm. Kennedy, and seconded by Comm. Jennings, to recommend **approval with comments** of the rezoning to 'AG-1' to the Sandstone Charter Township Board (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.**

Jackson County Master Plan. Commissioners and staff discussed the next steps in developing the master plan. It was decided to concentrate on goals and objectives related to land use, including the agricultural preservation component from the community master plan. The future land use categories identifying areas recommended for agricultural preservation, low- and high-density residential, commercial, and industrial, and the categories of institutions and parks as overlays, will be shown on a map utilizing 'bubbles'.

b. **New Business.**

Election of Officers. After some discussion the following motions were made:

A motion was made by Comm. Hilleary, and seconded by Comm. Burns, to elect Comm. Morris as the **Chair** of the Jackson County Planning Commission for 2020. *The motion was approved unanimously.*

A motion was made by Comm. Jennings, and seconded by Comm. Hilleary, to elect Comm. Hawley as the **Secretary** of the Jackson County Planning Commission for 2020. *The motion was approved unanimously.*

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

Item 8. **Commissioner Comment.** Comm. Hawley announced the availability of the Jackson County Conservation District's seedling tree catalogue.

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

Respectfully submitted by:
Grant Bauman, Recording Secretary



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MEETING MINUTES

March 12, 2020

5th Floor Commission Chambers • Jackson County Tower Building • Jackson, Michigan

Members Present: Mr. Timothy Burns, At Large; Mr. Roger Gaede, Environment; Ms. Nancy Hawley, At Large; Mr. Ted Hilleary, Education; Ms. Jennifer Morris, At Large; and Mr. Jim Videto, Agriculture

Members Absent: Ms. Amy Guerriero, Industry and Economics; Mr. Russ Jennings, At Large; and Mr. Corey Kennedy, Jackson County Board of Commissioners

Liaisons Present: Mr. Grant Bauman, Principal Planner (staff), and Tanya DeOliveira, R2PC Principal Transportation Planner

Others Present: None.

Item 1. **Call to Order and Pledge of Allegiance.** The meeting was called to order at 6:01 p.m. by Chair 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 Comm. Hawley, and seconded by Comm. Burns, to **approve** the February 13, 2020, meeting minutes as presented. *The motion was approved unanimously.*

Item 4. **Approval of the Agenda.** Staff requested that the agenda be amended by moving the *Jackson City + County Nonmotorized Plan* (Item #6b) after the approval of the agenda (Item #4). A motion was made by Comm. Videto, and seconded by Comm. Hawley, to **approve** the March 12, 2020, meeting agenda as amended. *The motion was approved unanimously.*

Item 5. **Jackson City + County Nonmotorized Plan.**
Tanya DeOliveira presented a broad overview of the *Jackson City + County Nonmotorized Plan* as well as its development methodology. She revealed that the proposed priority regional/countywide network is comprised of various trails, gravel road routes, and paved shoulder routes. The priority trails include 9 proposed routes that will complete the network of trails which already have regional/countywide significance. Ms. DeOliveira announced that the draft document includes subarea plans for the following areas: The Villages of Brooklyn, Concord, Grass Lake, Hanover, Parma, and Springport; the unincorporated village of Spring Arbor; and the City of Jackson, Blackman Township, and Summit Township (which comprise the Jackson Urbanized Area). She also mentioned that the plan contains a section regarding recommended policies, programs, and metrics that will aid in its implementation. Ms. DeOliveira concluded by inviting Commissioners to review and comment on the plan—which will be posted on <https://walkbike.info/jackson/plan/>—once it is released for public comment.

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The Planning Commissioners had a few questions/comments. Comm. Gaede noted the general need for restroom facilities and lighting. Staff replied that the need for those facilities would be tied to the character of each individual trail and determined during its design/engineering phase. Comm. Hilleary was intrigued by the concept of “micro-mobility” vs “bike” lanes, which recognizes the full use of those nonmotorized facilities. He also noted the need for lighting in the context of urban safety. Staff noted that the City has already received a grant to light the MLK Equality Trail in the vicinity of Cooper Street and Comm. Morris revealed that funds have been identified to light the rest of that trail. Comm. Videto and Comm. Hilleary also pointed out the need for dedicated and ongoing trail maintenance funding for nonmotorized facilities once they have been constructed. Staff concluded the conversation by stating that he will ask the JCPC to adopt the nonmotorized plan by reference as part of the master plan currently under development.

Item 5.

Request(s) for Review, Comment, and Recommendation.

a. Consideration of Township Zoning Amendment(s).

(1) CZ | #20-06 | Summit Township

Staff summarized his report regarding the proposed rezoning of the Sentry Self Storage Facility, known as Parcel ID #000-13-24-301-067-00—which is located on the south side of McDevitt Avenue, west of the US-127 interchange, in Sec. 24 (T3S-R1W) of the Township—and the southern $\frac{3}{4}$ of the adjacent parcel to the west, known as Parcel ID #000-13-24-301-068-00, to ‘highway service commercial (C-3)’. Staff advised County Planning Commissioners to recommend **approval with comments** of the rezoning to ‘C-3’, noting that rezoning the small ‘local commercial (C-1)’ property currently utilized as the office/clubhouse for the Cozy Parklife, LLC, manufactured housing park at some point in the near future would help to simplify the commercial zoning pattern found in that part of Summit Township (please see the staff report).

After some discussion a motion was made by Comm. Hilleary, and seconded by Comm. Gaede, to concur with the staff advisement to recommend **approval with comments** of the proposed ‘C-3’ rezoning to the Summit Township Board (please see the staff report and these minutes). *The motion was approved unanimously.*

(2) CZ | #20-06 | Summit Township

Staff summarized his report regarding the proposed rezoning of the subject properties—known as Parcel IDs #000-13-07-426-027-01 and #000-13-07-426-027-02 and located in Section 7 (T3S-R1W) of the Township—to ‘office (O-1)’. Staff advised County Planning Commissioners to recommend **approval with comments** of the rezoning to ‘O-1’, noting that the Township should consider amending its future land use map to show an ‘office’ node at the intersection of Spring Arbor and Robinson Roads and to recognize existing public/semi-public’ uses in the general area (please see the staff report).

After some discussion a motion was made by Comm. Hilleary, and seconded by Comm. Videto, to concur with the staff advisement to recommend **approval with comments** of the proposed ‘O-1’ rezoning to the Summit Township Board (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 | #20-01 | Hanover Township**

Staff summarized his report regarding the 30-year PA 116 application for 2 properties—known as Parcel IDs #000-17-24-301-067-00 and #000-17-24-301-001-03—located on north side of the Village of Hanover. The parcels comprise 65 acres of which 53 acres are farmed. No buildings are located on the properties. The county-wide master plan recommends ‘agricultural preservation’ regarding the parcels. Staff provided a couple of suggested corrections/clarifications and advised County Planning Commissioners to recommend **approval with comments** of the application provided that the applicant considers making those corrections/clarifications (please see the staff report).

After some discussion a motion was made by Comm. Videto, and seconded by Comm. Hilleary, to concur with the staff advisement to recommend **approval with comments** of the application provided that the applicant considers making the suggested corrections/clarifications (please see the staff report and these minutes). *The motion was approved unanimously.*

Item 6. **Other Business.**

a. **Unfinished Business.**

Jackson County Master Plan. Staff presented the results of the existing land use patterns and major community facilities study recently completed for Jackson County, the entire Region 2 Area, and Hillsdale and Lenawee Counties. Approximately 46% of Jackson County’s assessed acreage is used agriculturally, compared to 63% region-wide (and 72% in the other counties). Approximately 40% of Jackson County’s assessed acreage is used agriculturally, compared to 29% region-wide (and 24% in Hillsdale County and 22% in Lenawee County). Approximately 5% of Jackson County’s assessed acreage is used commercially and industrially, compared to 3% region-wide (and 3% in Lenawee County and 1.5% in Hillsdale County). Approximately 8% of Jackson County’s assessed acreage is exempt, compared to 5% region-wide (and 4% in Lenawee County and 2% in Hillsdale County). Major community facilities found throughout Jackson County and the entire Region 2 Area can be organized in the following categories: municipal & county parks, state parks & private nature preserves, private recreation facilities, regional trails & scenic railroads, hospital campuses, jails & prisons, college & university campuses, airports, and landfills & transfer facilities. The full reports for the region and each of the counties can be viewed/downloaded from the [Economic Development](http://www.region2planning.com) webpage on www.region2planning.com. Staff concluded by stating that the resources will be of great value as the Planning Commission develops the master plan’s goals and objectives and its future land use element.

b. **New Business.** None.

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

Item 8. **Commissioner Comment.** None.

Item 9. **Adjournment.** The meeting was adjourned by Chair Morris at 7:55 p.m.

Respectfully submitted by:
Grant Bauman, Recording Secretary

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MEETING MINUTES

July 9, 2020

5th Floor Commission Chambers • Jackson County Tower Building • Jackson, Michigan

Members Present: Mr. Eric Beda, Industry and Economics; Mr. Timothy Burns, At Large; Mr. Roger Gaede, Environment; Mr. Russ Jennings, At Large; Mr. Corey Kennedy, Jackson County Board of Commissioners; Ms. Nancy Hawley, At Large; and Ms. Jennifer Morris, At Large

Members Absent: Mr. Ted Hilleary, Education, and Mr. Jim Videto, Agriculture

Liaisons Present: Mr. Grant Bauman, Principal Planner

Others Present: None.

Item 1. **Call to Order and Pledge of Allegiance.** The meeting was called to order at 6:01 p.m. by Chair Morris. Those in attendance rose and joined in the Pledge of Allegiance.

Staff introduced Commissioner Beda to his fellow Commissioners who then introduced themselves to him.

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

Item 3. **Approval of Minutes.** A motion was made by Comm. Kennedy, and seconded by Comm. Burns, to **approve** the March 12, 2020, meeting minutes as presented. *The motion was approved unanimously.*

Item 4. **Approval of the Agenda.** A motion was made by Comm. Hawley, and seconded by Comm. Gaede, to **approve** the July 9, 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).** None.

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.**

Jackson County Master Plan. Staff summarized his memos regarding urban and rural areas, farmland preservation, and social vulnerability and suggested that they be incorporated into Chapter 2 of the Master Plan. There was consensus among the Commissioners for this proposal. Staff will incorporate the information regarding urban and rural areas and social vulnerability immediately. Incorporation of the Farmland Preservation information will be delayed until staff receives the GIS data from the American Farmland Trust.

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Commissioners then discussed the proposed goals and actions, using the suggestions provided by Comm. Hawley as a starting point. Comm. Morris went through the suggestions and provided her comments. There was consensus among the Commissioners for the suggestions provided by Comm. Hawley, as modified by Comm. Morris, and staff summarized them:

- **Non-Motorized Facilities**

Action: Promotes Natural Beauty Roads.

Note: The goal of the Natural Beauty Road program is to preserve in a natural, essentially undisturbed condition, certain county local roads having outstanding or unusual natural beauty by virtue of native vegetation and/or natural features within or associated with the right of way. These roads can be shared by both non-motorized and motorized transportation modes, offer connections between trail systems, and save county road maintenance dollars.

Action: Recognize and promote the need to preserve and/or restore the Greenways system (diverse wetland areas, drainage ways, and forest lands) that helps assure high quality surface water, native species, wildlife habitat and movement along non-motorized routes.

- **Natural Resources**

Goal: Preserve the community's scenic and rural character by minimizing the impacts of development on environmental features such as wetlands, woodlands, steep slopes, habitats, wildlife corridors, night sky, ridgelines, and scenic views.

Action: Promote municipal planning commissions to protect the surface, groundwater resources and important habitat against the impacts of the adjacent land uses with natural buffer, and greenbelts along lakes and streams.

Note: Shoreline protection measures that restore natural vegetation reduce polluted runoff and overuse near shorelines can improve water quality as much as a costly municipal sewer system.

- **Form-Based Codes**

Action: Promote the use of form-based codes in developed areas to foster predictable built results and a high-quality public realm by using physical form (rather than separation of uses) as the organizing principle for the code. Form-based codes offer an alternative to conventional zoning regulation.

Example: Sutton's Bay and Traverse City use form-based codes.

- **Dark Skies**

Goal: Discourage the use of poorly designed outdoor lighting that creates glare and unnecessary up-light pollution of the night sky.

Action: Promote public facility's outdoor lighting to be changed to fully shielded LED 3,000K or less color temperature lights that meets the standards set by the International Dark-Sky Association. -Develop educational programs about the adverse effects that artificial lighting has on our environment, safety, energy consumption and our health. Example: In January 2020, Michigan's 2nd Dr. Lawless Dark Sky Park located nine miles east of Cassopolis on Monkey Run Street,

was open. Breathtaking views of the night sky are not the same today as in the past. We now strain to see a few stars visible to the naked eye. This is due to light pollution caused by poorly designed outdoor lights that not only mask the beauty of the night sky, but also cause negative effects to environmental and human health.

- **Renewable Energy**

Goal: Encourage the development of alternative or renewable energy sources such as solar, wind, and geothermal.

Actions: Promote municipal planning commissions to protect adjacent properties and natural resources from potential adverse effects of large alternative energy systems. -Support future studies that may utilize less productive agricultural lands in the development of alternative or renewable energy sources.

Comm. Kennedy suggested that a goal and actions be added concerning commercial marijuana facilities. He proposed that the JCPC should map the locations of those facilities in order to assess their impact on communities (i.e., the costs associated with roads, utilities, police protection, social services, etc.). In 5-10 years, the JCPC can then use that data when making recommendations on future rezoning requests associated with commercial marijuana facilities.

Staff will incorporate his memos and the agreed upon goals and actions into the master plan. The Commission now has the information it needs to develop a future land use map. Staff will arrange a workshop for the next time the Commission is able to meet in public.

b. **New Business.**

Special Meetings. Staff informed Commissioners of a request for a special meeting regarding a proposed rezoning in Leoni Township. It was discussed that although Section 106(B) of the bylaws provides a procedure for calling a special meeting, the Commission has never employed that prerogative and the Chair will not call for one. Either staff or Chair Morris will inform the applicant that a special meeting will not be held if he contacts them.

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

Item 8. **Commissioner Comment.** None.

Comm. Gaede voiced his initial concern regarding meeting in person, but appreciated what staff did to prepare the meeting space. Comm. Kennedy thanked Comm. Beda for joining the JCPC.

Item 9. **Adjournment.** The meeting was adjourned by Chair Morris at 7:55 p.m.

Respectfully submitted by:
Grant Bauman, Recording Secretary

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MEETING MINUTES

September 10, 2020

zoom • Meeting ID: 928 3602 1594 • Passcode: 409396

Members Present: Mr. Timothy Burns, At Large; Mr. Roger Gaede, Environment; Mr. Ted Hilleary, Education; Mr. Russ Jennings, At Large; Ms. Nancy Hawley, At Large; Ms. Jennifer Morris, At Large; and Mr. Jim Videto, Agriculture

Members Absent: Mr. Eric Beda, Industry and Economics; and Mr. Corey Kennedy, Jackson County Board of Commissioners;

Liaisons Present: Mr. Grant Bauman, Principal Planner, and Bethany McCune

Others Present: None.

Item 1. **Call to Order and Pledge of Allegiance.** Chair Morris called the meeting to order at 6:00 p.m.

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

Item 3. **Approval of Minutes.** Comm. Gaede made a motion, seconded by Comm. Jennings, to **approve** the July 9, 2020, meeting minutes as presented. *The motion was approved unanimously.*

Item 4. **Approval of the Agenda.** Comm. Hawley made a motion, seconded by Comm. Gaede, to **approve** the September 10, 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).** None.

(1) **CZ | #20-09 | Grass Lake Charter Township**

Staff summarized his report regarding proposed text amendments to the *Grass Lake Charter Township Zoning Ordinance* regarding mining and extraction operations, citing the comments made in his memo (see the staff report). Staff advised County Planning Commissioners to recommend **approval with comments** of the proposed text amendments, including the need to make mining and extraction operations a special land use in all zoning districts.

Comm. Videto mentioned the litigation that necessitated the amendments. He then made a motion, seconded by Comm. Gaede, to concur with the staff advisement to recommend **approval with comments** of the proposed text amendments to the Grass Lake Charter Township Board (please see the staff report and these minutes). *Commissioners approved the motion unanimously.*

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(2) **CZ | #20-11 | Summit Township**

Staff summarized his report regarding the proposed rezoning of a property, located at the northwest corner of the intersection of Weatherwax Drive and Horton Road and known as Parcel ID #000-13-16-301-039-1200, to 'general commercial (C-2)'. Staff advised County Planning Commissioners to recommend **approval** of the rezoning (please see the staff report).

After some discussion Comm. Videto made a motion, seconded by Comm. Jennings, to concur with the staff advisement to recommend **approval** of the proposed 'C-2' rezoning to the Summit Township Board (please see the staff report and these minutes). *Commissioners approved the motion unanimously.*

(3) **CZ | #20-12 | Leoni Township**

Staff summarized his report regarding the proposed rezoning of a property, located at the northwest corner of the intersection of Page Avenue and Ballard Road and known as Parcel ID #000-14-04-451-011-00, to 'light manufacturing (ML)'. Staff advised County Planning Commissioners to recommend **disapproval** of the rezoning (please see the staff report).

Ms. McCune spoke in favor of the rezoning, cited nearby marijuana uses, and expressed her appreciation for the detail of the staff report. In response to a staff comment, she noted that there was no discussion at the Township Planning Commission and that the motion died due to the lack of a second. Comm. Gaede made a motion, seconded by Comm. Jennings, to concur with the staff advisement to recommend **disapproval** of the proposed 'ML' rezoning to the Leoni Township Board (please see the staff report and these minutes). *Commissioners approved the motion unanimously.*

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

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

(1) **CZ | #20-02 | Pulaski Township**

Staff summarized his report regarding a PA 116 application for a property located at the southwest corner of the intersection of Hanover and Grover Roads and known as Parcel ID #000-16-25-200-001-00. Staff advised County Planning Commissioners to recommend **approval with comments**, including the possible removal of the home from the application (please see the staff report).

Comm. Videto stated that he did not think there would be an issue with keeping the home in the application. He then made a motion, seconded by Comm. Jennings, to concur with the staff advisement to recommend **approval with comments** of the application to the Pulaski Township Board (please see the staff report and these minutes). *Commissioners approved the motion unanimously.*

Item 6. **Other Business.**a. **Unfinished Business.**

Jackson County Master Plan. Staff summarized the proposed changes to Chapters 2 and 3 of the Master Plan, including new land use/cover data regarding farmland quality and forests. The next step will be to update the future land use map.

- b. **New Business.** None.
- Item 7. **Public Comment.** None.
- Item 8. **Commissioner Comment.** None.
- Item 9. **Adjournment.** Chair Morris adjourned the meeting at 6:59 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

October 8, 2020

zoom • Meeting ID: 971 8348 5662 • Passcode: 287627

Members Present: Mr. Eric Beda, Industry and Economics; Mr. Roger Gaede, Environment; Mr. Ted Hilleary, Education; Mr. Russ Jennings, At Large; and Ms. Nancy Hawley, At Large

Members Absent: Mr. Timothy Burns, At Large; Mr. Corey Kennedy, Jackson County Board of Commissioners; Ms. Jennifer Morris, At Large; and Mr. Jim Videto, Agriculture

Liaisons Present: Mr. Grant Bauman, Principal Planner

Others Present: None.

Item 1. **Call to Order and Pledge of Allegiance.** Secretary Hawley called the meeting to order at 6:13 p.m.

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

Item 3. **Approval of Minutes.** Comm. Jennings made a motion, seconded by Comm. Gaede, to **approve** the September 10, 2020, meeting minutes as presented. *The motion was approved unanimously.*

Item 4. **Approval of the Agenda.** Comm. Beda made a motion, seconded by Comm. Hilleary, to **approve** the October 8, 2020, meeting 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 | #20-13 | Summit Township**

Staff summarized his report regarding the proposed rezoning of a property, located at the intersection of Weatherwax Drive and Park Road and known as Parcel ID #000-13-16-301-038-01, to 'general commercial (C-2)'. Staff advised County Planning Commissioners to recommend **approval** of the rezoning (please see the staff report).

Comm. Gaede asked some questions regarding the proposed lot split associated with the rezoning. Comm. Jennings made a motion, seconded by Comm. Hilleary, to concur with the staff advisement to recommend **approval** of the proposed 'C-2' rezoning to the Summit Township Board (please see the staff report and these minutes). *Commissioners approved the motion unanimously.*

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b. **Consideration of Master Plan(s).**(3) **CZ | #20-01 | Village of Grass Lake**

Staff summarized his report regarding the proposed *Village of Grass Lake Master Plan* and advised the Commission to state that, in its opinion, the proposed plan is generally consistent with the master plans of adjacent Jackson County municipalities and the countywide master plan (please see the staff report).

Comm. Gaede made a motion, seconded by Comm. Beda, to state that it is opinion of the Jackson County Planning Commission that the proposed *Village of Grass Lake Master Plan* is generally consistent with:

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

Commissioners approved the motion 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.** None.Item 8. **Commissioner Comment.** None.Item 9. **Adjournment.** Secretary Hawley adjourned the meeting at 6:45 p.m.

Respectfully submitted by:

Grant Bauman, Recording Secretary



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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.

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- 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

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MEETING MINUTES

December 10, 2020

[zoom](#) • Meeting ID: 975 2089 1555 • Passcode: 825078

Members Present: Mr. Eric Beda, Industry and Economics (virtually from Jackson); Mr. Timothy Burns, At Large (virtually from Napoleon); Ms. Nancy Hawley, At Large (virtually from Munith); Mr. Ted Hilleary, Education (virtually from Blackman); Mr. Russ Jennings, At Large (virtually from Leoni); Ms. Jennifer Morris, At Large (virtually from Clark Lake); and Mr. Jim Videto, Agriculture (virtually from Spring Arbor)

Members Absent: Mr. Corey Kennedy, Jackson County Board of Commissioners; and Mr. Roger Gaede, Environment

Liaisons Present: Mr. Grant Bauman, Principal Planner

Others Present: N/A

Item 1. **Call to Order and Pledge of Allegiance.** Chair Morris called the meeting to order at 6:00 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. Hilleary made a motion, seconded by Comm. Hawley, to **approve** the November 5, 2020, meeting minutes as presented. *The motion was approved unanimously.*

Item 4. **Approval of the Agenda.** Comm. Videto made a motion, seconded by Comm. Jennings, to **approve** the December 10, 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 | #20-15 | Summit Township**

Staff summarized his report regarding the proposed rezoning of the southern ½ (approximately) of a property, located on South Street and known as Parcel ID #640-13-11-327-013-00, to 'light industrial (I-1)'. Staff advised County Planning Commissioners to recommend **disapproval** of the rezoning, noting the incorrect placement of a condition on a conventional rezoning (please see the staff report).

Comm. Hawley and Comm. Videto wondered why the parking was not "grandfathered". Comm. Beda questioned why it was an issue now. Staff replied that he thought it was complaint based. Comm. Beda surmised that the impact on property values was an issue. Commissioners also discussed the fencing condition and how that action should have been part of a conditional rezoning. Comm. Videto made a motion, seconded by Comm. Burns, to recommend **disapproval with comments** of

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the proposed 'I-1' rezoning to the Summit Township Board, suggesting that the applicant reapply under conditional rezoning. *Commissioners approved the motion by majority vote with Commissioners Jennings and Morris voting no.*

(2) **CZ | #20-15 | Columbia Township**

Staff summarized his report regarding the proposed rezoning of a property, located on M-50 just north of the Brooklyn Road junction and known as Parcel ID #000-20-31-101-001-10, to 'highway service commercial (C-3)'. Staff advised County Planning Commissioners to recommend **approval** of the rezoning (please see the staff report). Comm. Videto made a motion, seconded by Comm. Hilleary, to concur with the staff advisement to recommend **approval** of the proposed 'C-3' rezoning to the Columbia Township Board. *Commissioners approved the motion 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.**

2021 Meeting & Submittal Deadline Schedules. Staff presented the proposed meeting and submittal deadline schedules for the JCPC in 2021. Comm. Hilleary made a motion, seconded by Comm. Jennings, to recommend adopt the JCPC's 2021 meeting and submittal deadline schedules. *Commissioners approved the motion unanimously.*

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

Item 8. **Commissioner Comment.** Comm. Jennings asked about the reappointments to the Commission. Commissioners Beda, Morris, and Videto thanked staff.

Item 9. **Adjournment.** Chair Morris adjourned the meeting at 6:39 p.m.

Respectfully submitted by:
Grant Bauman, Recording Secretary