



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:
Kade Peck
R2PC Planner
(517) 416-0405
kpeck@mijackson.org

DATE: May 8, 2025
TIME: 6:00 p.m.
PLACE: 5th Floor Commission Chambers
Jackson County Tower Building
120 W. Michigan Avenue
Jackson, Michigan 49201

MEETING AGENDA

1. Call to order and pledge of allegiance
2. Public comment [**3 MINUTE LIMIT**]
3. Approval of minutes
Approval of the April 10, 2025, meeting minutes [**ACTION**] 3
4. Approval of agenda
Approval of the May 8, 2025, meeting agenda [**ACTION**]
5. Request(s) for review, comment, and recommendation
 - a. Consideration of township zoning amendment(s) –
 - (1) CZ | #25-09 | Spring Arbor Township Rezoning [**ACTION**] 7
 - (2) CZ | #25-10 | Leoni Township Rezoning [**ACTION**] 23
 - (3) CZ | #25-11 | Napoleon Township Rezoning [**ACTION**] 45
 - b. Consideration of master plan(s) –
 - (1) NAPOLEON TOWNSHIP 59
 - c. Farmland and Open Space Preservation Program (PA 116) application(s) – *None*
6. Other business
 - a. Unfinished business – *None*
 - b. New business – *None*
 - c. Notices - *None*
7. Public comment [**2 MINUTE LIMIT**]
8. Commissioner comment
9. Adjournment

The next scheduled meeting of the Jackson County Planning Commission is June 12, 2025

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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

April 10, 2025

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

Members Present: Ms. Nancy Hawley, Chairperson; Mr. Corey Kennedy, Vice Chairperson, Jackson County Board of Commissioners; Mr. Kurt Cole, Environment; Ms. Mary Wolcott, At Large; Mr. Jim Minnick, Jr., Industrial and Economic Representative; Ms. Pat Gallagher, At Large; Mr. Ted Hilleary, Education Representative; Mr. Russ Jennings, Agriculture Representative

Members Absent: None.

Staff Present: Mr. Kade Peck, Planner.

Others Present: None.

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

Item 2. **Public Comment.** None

Item 3. **Approval of Minutes.** Comm. Wolcott made a motion, seconded by Comm. Kennedy, to approve the March 13, 2025, meeting minutes. *The motion was approved unanimously.*

Item 4. **Approval of the Agenda.** Comm. Wolcott made a motion to approve the agenda for April 10, 2025, seconded by Comm. Videto. *The motion was approved unanimously.*

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

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

(1) **CZ | #25-05 | Henrietta Township**

Staff referred to a report regarding a rezoning request for a parcel of .327 acres in Henrietta Township from Local Commercial (C-1) to Residential (R-2). Staff recommended approval of the rezoning application.

Comm. Kennedy made a motion to recommend **approval** of the rezoning, supported by Comm. Cole. *Commissioners approved the motion unanimously.*

(2) **CZ | #25-06 | Columbia Township**

Staff referred to a report regarding a rezoning request for a parcel of 4.2 acres in Columbia Township from Agricultural (AG) to Commercial (C-2). Staff recommended approval of the rezoning application.

Comm. Gallagher made a motion to recommend **approval** of the rezoning, supported by Comm. Minnick, Jr. *Commissioners approved the motion unanimously.*

(3) **CZ | #25-07 | Sandstone Charter Township**

Staff referred to a zoning text amendment change for Sandstone Charter Township changes in the minimum design standards for commercial districts. Staff recommended approval of the text amendment.

Comm. Kennedy made a motion to recommend **approval with comments** of the rezoning, supported by Comm. Cole. *Commissioners approved the motion unanimously.*

(4) **CZ | #25-08 | Sandstone Charter Township**

Staff referred to a zoning text amendment change for Sandstone Charter Township for landscaping requirements in the township. Staff recommended approval of the text amendment.

Comm. Minnick, Jr. recommended outlining what an “automatic underground irrigation system” would consist of because that term by itself could mean a few different things.

Conversation happened around the zoning text amendment and staff outlined a few. Comm. Kennedy made a motion to recommend **approval with comments** of the rezoning, supported by Comm. Wolcott. *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.** None.

c. **Notices.** None.

Item 7. **Public Comment.** None.Item 8. **Commissioner Comment.** None.

Item 9. **Adjournment.** Comm. Kennedy made a motion to adjourn, supported by Comm. Minnick, Jr. *Commissioners approved the motion unanimously.*

The meeting adjourned at 6:16 p.m.

Respectfully submitted by:

Kade Peck, 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

COORDINATED ZONING REPORT | #25-09

To: County Planning Commissioners

From: Kade Peck, R2PC Planner

Date: May 8, 2025

Proposal: **Rezoning parcel 000-20-30-301-002-08 of 4.2 of an acres on Carter Road, Jackson County, Spring Arbor Township from Rural Non-Farm Residential (RNF-1) to Agricultural (AG-1) .**

Request

The subject property is proposed for rezoning to Agricultural (AG-1) from Rural Non-Farm Residential (RNF-1).

Purpose

The Rezoning Worksheet Form states that the purpose of the proposed change is to allow for an indoor farm market.

Location and Size of the Property

The parcel (000-12-21-426-001-00) proposed for rezoning is located in Section 21 of Spring Arbor Township. The subject parcel is 7 acres and is currently zoned Rural Non-Farm Residential (RNF-1).

Land Use and Zoning

Current Land Use – The property is currently single-family dwelling and related accessory structure. The North, East, and West are single family residential. The South is lake/park.

Future Land Use Plan – The suggested future land use of the subject parcel, as depicted on the Township's Land Use Map, is low density residential.

Current Zoning – The property is currently zoned Rural Non-Farm Residential. To the North and South there is agricultural. To the East and West is Rural Non-Farm Residential.

Public Facilities and Environmental Constraints

Water and Sewer Availability – Municipal sewer and water services are not available to the parcel.

Public Road/Street Access –Carter Road provides direct access to the subject parcel.

Environmental Constraints – Lake to the South.

Analysis and Recommendation

Township Planning Commission Recommendation – The Spring Arbor Township Planning Commission approved the rezoning at their April 2025 meeting.

JCPC Staff Analysis and Advisement – The proposed rezoning is compatible with other zones and uses in the surrounding area. Many of the surrounding properties are agricultural, this zoning change makes sense. Based upon this analysis, staff advises the Planning Commission to recommend **APPROVAL** to the Spring Arbor Township Board of the proposed rezoning to ‘Agricultural (AG-1)’.

Staff Report Attachment(s):

- *Background information provided by Spring Arbor Township*

Suggested Actions:

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

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 Spring Arbor 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.)

7301 Carter Rd; parcel ID 000-12-21-426-001-00; 7 acre parcel
See attached Real Estate Summary sheet for legal description.

1. The above described property has a proposed zoning change FROM Rural Non Farm Residential (RNF-1) ZONE TO Agricultural (AG-1) ZONE.
2. PURPOSE OF PROPOSED CHANGE: See attached Reason for requesting rezoning-
from Application for Rezoning

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 April day 8 year 2025

D. **NOTICE OF PUBLIC HEARING** was published/mailed on the following date: month March day 21 year 2025

(Notice must be provided at least fifteen days prior to the public hearing.)

E. **THE NEWSPAPER** (having general circulation in Township) carrying the NOTICE: Morning Star

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.

Ben Parker ☐ Chair or ☒ Secretary 4 / 30 / 2025 (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

Real Estate Summary Sheet

Information herein deemed reliable but not guaranteed

04/30/2025 8:20 AM

Parcel: 000-12-21-426-001-00
Owner's Name: HOLTON GORDON E & SHARON K
Property Address: 7301 CARTER RD
SPRING ARBOR, MI 49283
Liber/Page: 2254-237
Split: / /
Public Impr.: None
Topography: None

Current Class: 401.RESIDENTIAL-IMPROVED
Previous Class: 401.RESIDENTIAL-IMPROVED
Taxable Status: TAXABLE
Prev. Taxable Stat: TAXABLE
Gov. Unit: 15 SPRING ARBOR TOWNSHIP
ROUTE #
School: 38010 WESTERN SCHOOL DISTRICT
Neighborhood: RR-SM RR1.SMALL HOMES UNDER 1500 SF

Mailing Address:

HOLTON GORDON E & SHARON K
7271 CARTER RD
SPRING ARBOR MI 49283

Description:

BEG AT INTERSECTION OF W LN OF E 1/4 OF NW 1/4 OF SE 1/4 OF SEC 21 AND CEN LN OF CARTER RD TH S ALG THE SD W LN OF E 1/4 OF NW 1/4 OF SE 1/4 TO S 1/8 LN TH E 465 FT ALG S 1/8 LN TH N PAR WITH E SEC LN TO CEN LN OF CARTER RD TH S 74%29'W 480 FT TO BEG. EXC BEG AT A PT IN THE CEN LN OF CARTER RD S 74%55'15"W 1249.9 FT FROM THE INTERSECTION OF THE CEN LN OF CARTER RD AND THE E LN OF SEC 21 TH S 1373.22 FT TH N 88%15'30"W 162.15 FT TO SHORE OF LIME LAKE TH N 40%33'W 124.5 FT TH N 32% 48'W 134.9 FT ALG THE SHORE OF LIME LAKE TH N 23%42'E 126.20 FT TH N 0%09'45"E 970.55 FT TO CEN OF CARTER RD TH NELY ALG CEN OF SD RD 274.15 FT TO BEG. SEC 21 T3S R2W

Most Recent Sale Information

Sold on 10/23/2024 for 140,000 by BREINING KATHRYN L TRUST.

Terms of Sale: 21-NOT USED/OTHER

Liber/Page: 2254-237

Most Recent Permit Information

None Found

Physical Property Characteristics

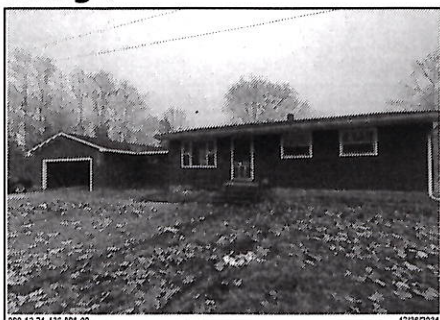
2026 S.E.V.:	Tentative	2026 Taxable:	Tentative	Lot Dimensions:	
2025 S.E.V.:	110,200	2025 Taxable:	110,200	Acreage:	7.00
Zoning:	RNF-1	Land Value:	Tentative	Frontage:	0.0
PRE:	0.000	Land Impr. Value:	Tentative	Average Depth:	0.0

Improvement Data

of Residential Buildings: 1
Year Built: 1959
Occupancy: Single Family
Class: CD
Style: 1 STORY
Exterior: Wood Siding
% Good (Physical): 45
Heating System: Forced Air w/ Ducts
Electric - Amps Service: 0
of Bedrooms: 0
Full Baths: 1 Half Baths: 0
Floor Area: 864
Ground Area: 864
Garage Area: 864
Basement Area: 864
Basement Walls: Block
Estimated TCV: Tentative

of Agricultural Buildings: 1
Estimated TCV: Tentative
Cmts:

Image



Application for Rezoning

7301 Carter Road

Owner – Gordon and Sharon Holton

C. Reasons for requesting rezoning – We would like to keep the existing home (with frontage on Carter Rd) and build another home, to the south, with a view of Lime Lake (with no frontage on Carter Rd).

It is our understanding that it might be possible to utilize Section 4.6.3 B of the Zoning Ordinance – but this exception is applicable only to parcels with AG -1 zoning.

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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: Spring Arbor Township Case #: RZ 25-01
Township official we may contact: Jan Gardner Phone #: (517) 750-2800
Applicant: Gordon & Sharon Holton Phone #: (517) 750-3212
Rezoning Request: From: Rural NonFarm Res (RNF-1) To: Agricultural (AG-1)
Property Location: Section(s): 21 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"): 7 acres

Please attach location map ☒ Yes ☐ No

What is the existing use of the site? single family dwelling and related accessory structure

What is the proposed use of the site? same as above

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

North: single family residential South: lake / park
East: single family residential West: single family residential

What are the surrounding Zoning Districts?

North: agricultural (AG-1) South: agricultural (AG-1)
East: rural nonfarm residential (RNF-1) West: rural nonfarm residential (RNF-1)

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 _____

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

☐ Wetland(s) ☐ Floodplain(s) ☐ Brownfield(s) ☐ Soil(s)

☐ Other (please specify) lime lake to the south

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. see attached

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

Please attach any public comments, letters, or petitions. None received

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

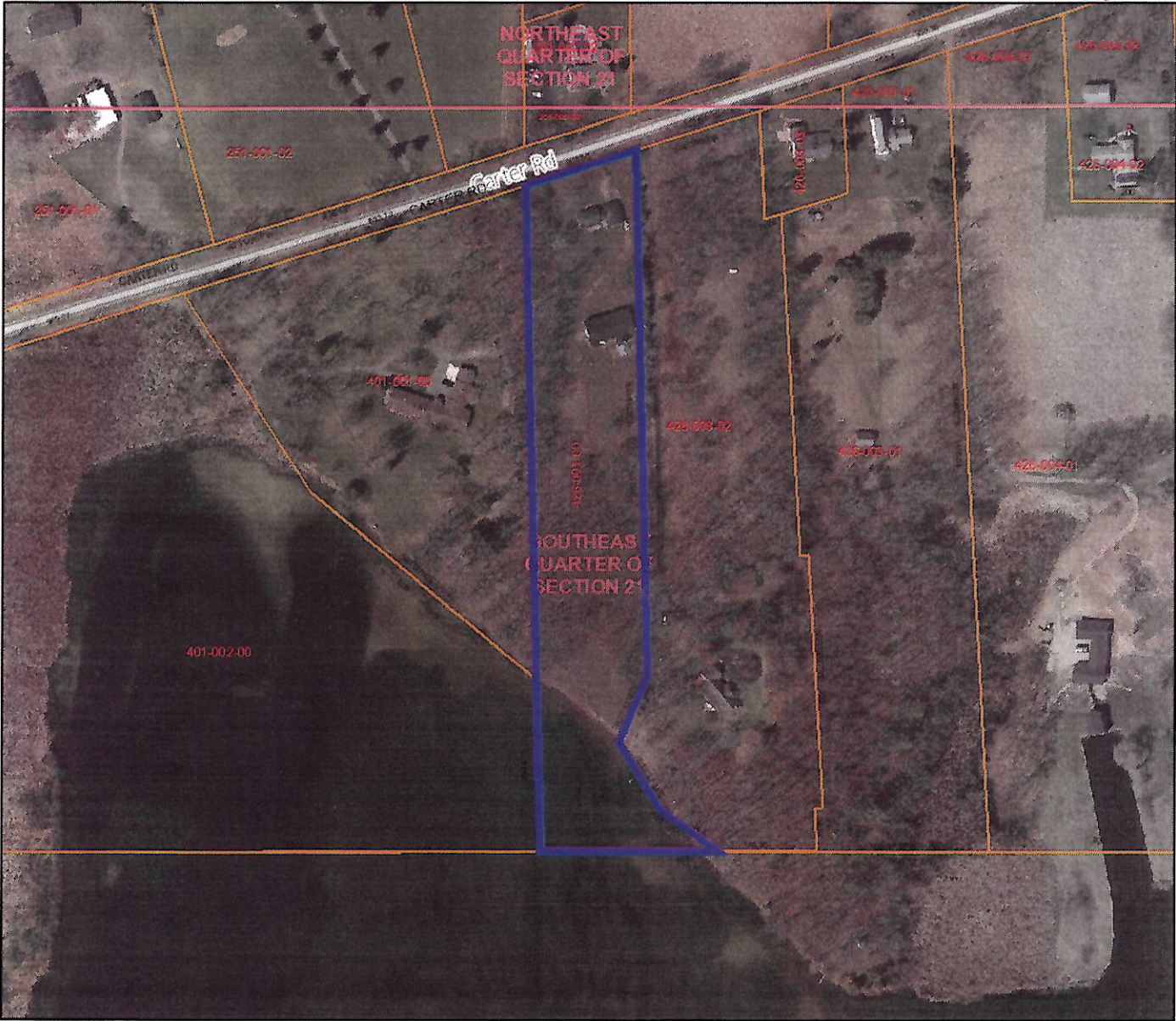
Please include any additional information or comments as an attachment.



Parcel Report - Parcel ID: 000-12-21-426-001-00

4/29/2025

7301 Carter



Owner Name HOLTON GORDON E & SHARON K
Owner Address 7271 CARTER RD
SPRING ARBOR, MI 49283
Homestead 100
Parcel Address 7301 CARTER RD
SPRING ARBOR, MI 49283
Property Class 401 - RESIDENTIAL
Status Active
Acreage 7
Gov't Unit Spring Arbor
Tax Unit Spring Arbor
School District WESTERN SCHOOL
Liber/Page 2254-0237

	2022	2023	2024
Taxable Value	\$63,594	\$66,773	\$70,111
Assessed Value	\$88,600	\$92,200	\$103,100

Tax Description:

BEG AT INTERSECTION OF W LN OF E 1/4 OF NW 1/4 OF SE 1/4 OF SEC 21 AND CEN LN OF CARTER RD TH S ALG THE SD W LN OF E 1/4 OF NW 1/4 OF SE 1/4 TO S 1/8 LN TH E 465 FT ALG S 1/8 LN TH N PAR WITH E SEC LN TO CEN LN OF CARTER RD TH S 74° 29'W 480 FT TO BEG. EXC BEG AT A PT IN THE CEN LN OF CARTER RD S 74° 55'15"W 1249.9 FT FROM THE INTERSECTION OF THE CEN LN OF CARTER RD AND THE E LN OF SEC 21 TH S 1373.22 FT TH N 88° 15'30"W 162.15 FT TO SHORE OF LIME LAKE TH N 40° 33'W 124.5 FT TH N 32° 48'W 134.9 FT ALG THE SHORE OF LIME LAKE TH N 23° 42'E 126.20 FT TH N 0° 09'45"E 970.55 FT TO CEN OF CARTER RD TH NELY ALG CEN OF SD RD 274.15 FT TO BEG. SEC 21 T3S R2W 7A



WARNING: Displayed boundaries are NOT SURVEY GRADE and may not reflect legal property description. The intent of this map is to allow easy access and visual display of government information and services. Every reasonable effort is made to ensure the accuracy of this map and data; nevertheless, errors may occur.



[illegible]

Jackson County, MI

4/3/2025

The intent of this map is to allow easy access and visual display of government information and services. Every reasonable effort is made to ensure the accuracy of this map and data; nevertheless, errors may occur.



Info provided to Planning Commission members -
next 6 pages

File No. RZ 25-01

**TOWNSHIP OF SPRING ARBOR
JACKSON COUNTY, MICHIGAN
APPLICATION FOR REZONING**

I(We) GORDON + SHARON HOLTON Date 3/12/25Address 7271 Carter Rd Spring Arbor MI Phone 517 450-3212

hereby file an application with the Township Clerk's office to:

1. _____ Add to or change the text of the Zoning Ordinance
2. ☒ Re-Zone property from RNF-1 classification to AG-1

Your application will not be processed without the parcel number.

Parcel Number: 000-12-21-424-001-00A. Legal description of property (lot, block, tract, subdivision name) ~~401~~See AttachedB. State intended use of buildings, structures or land Single-Family
~~Living-Residential~~C. Reasons for requesting zoning change ~~Dividing The property~~See Attached

D. Address of property, if different from owner's address above _____

7301 Carter Rd Spring Arbor, MIFee: \$400-Receipt No. 156325

Gordon E Holton
Signature of Applicant

Patricia Busch
Township Clerk

Real Estate Summary Sheet

Information herein deemed reliable but not guaranteed

03/10/2025 2:38 PM

Parcel: 000-12-21-426-001-00
Owner's Name: HOLTON GORDON E & SHARON K
Property Address: 7301 CARTER RD
SPRING ARBOR, MI 49283
Liber/Page: 2254-237
Split: / /
Public Impr.: None
Topography: None

Current Class: 401.RESIDENTIAL-IMPROVED
Previous Class: 401.RESIDENTIAL-IMPROVED
Taxable Status: TAXABLE
Prev. Taxable Stat: TAXABLE
Gov. Unit: 15 SPRING ARBOR TOWNSHIP
ROUTE #
School: 38010 WESTERN SCHOOL DISTRICT
Neighborhood: RR-SM RR1.SMALL HOMES UNDER 1500 SF

Mailing Address:

HOLTON GORDON E & SHARON K
7271 CARTER RD
SPRING ARBOR MI 49283

Description:

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Sold on 10/23/2024 for 140,000 by BREINING KATHRYN L TRUST.

Terms of Sale: 21-NOT USED/OTHER

Liber/Page: 2254-237

Most Recent Permit Information

None Found

Physical Property Characteristics

2025 S.E.V.: Tentative

2025 Taxable: Tentative

Lot Dimensions:

2024 S.E.V.: 103,100

2024 Taxable: 70,111

Acreage: 7.00

Zoning: RNF-1

Land Value: Tentative

Frontage: 0.0

PRE: 0.000

Land Impr. Value: Tentative

Average Depth: 0.0

Improvement Data

of Residential Buildings: 1

Year Built: 1959

Occupancy: Single Family

Class: CD

Style: 1 STORY

Exterior: Wood Siding

% Good (Physical): 45

Heating System: Forced Air w/ Ducts

Electric - Amps Service: 0

of Bedrooms: 0

Full Baths: 1 Half Baths: 0

Floor Area: 864

Ground Area: 864

Garage Area: 864

Basement Area: 864

Basement Walls: Block

Estimated TCV: Tentative

of Agricultural Buildings: 1

Estimated TCV: Tentative

Cmts:

Image



Application for Rezoning

7301 Carter Road

Owner – Gordon and Sharon Holton

C. Reasons for requesting rezoning – We would like to keep the existing home (with frontage on Carter Rd) and build another home, to the south, with a view of Lime Lake (with no frontage on Carter Rd).

It is our understanding that it might be possible to utilize Section 4.6.3 B of the Zoning Ordinance – but this exception is applicable only to parcels with AG -1 zoning.

Article 17

Amendment Procedures



SECTION 17.4 - CRITERIA FOR CONSIDERING REZONING REQUESTS

In reviewing an application for rezoning, factors that should be considered by the Planning Commission and the Township Board include, but are not limited to the following:•

- A. Whether the rezoning is consistent with the policies and uses proposed for that area in the Township's Master Plan;
- B. Whether all of the uses allowed under the proposed rezoning would be compatible with other zones and uses in the surrounding area;
- C. Whether any public services and facilities would be significantly adversely impacted by a development or use allowed under the requested rezoning; and
- D. Whether the uses allowed under the proposed rezoning would be equally or better suited to the area than uses allowed under the current zoning of the land.

SECTION 17.5 - CONFORMANCE TO COURT DECREE

Any amendment for the purpose of conforming a provision of this Ordinance to a decree of a court of competent jurisdiction shall be adopted by the Township Board and the amendment published without referring the same to any other board or agency.

Article 4

Zoning District Regulations

4.6.3

Minimum Street Frontage Regulations:

- A. Any parcel of land which is to be occupied by a use or building shall have frontage on and direct access to a public street or private road, which meets one of the following conditions:
1. A public street which has been accepted for maintenance by the Jackson County Department of Transportation;
 2. A permanent and unobstructed private road located within an applicable District, existing at the time of the adoption of this Ordinance or thereafter approved by the Township Board, and built in accordance with Article 11.



- B. Exceptions to Minimum Street Frontage: In an Agricultural District, easements are permitted to access parcels of land provided all of the following conditions are met:
1. No more than two (2) such improved parcels share a right of way easement for ingress and egress to a public or private road.
 2. The right of way easement provides a safe means of access being at least twenty (20) feet in width with a clear height of fourteen (14) feet for ingress and egress for emergency fire and police vehicles from the public or private road to the improved parcels.
 3. The length of said right of way easement, if used to access one (1) improved parcel shall, not exceed one thousand (1,000) feet and shall have a twenty (20) by (x) thirty (30) foot T-style turn-around; or, if used to access two (2) improved parcels, shall not exceed five hundred (500) feet from the center line of said public or private road.
 4. The right of way easement is recorded in the office of the Register of Deeds of Jackson County.

4.6.4

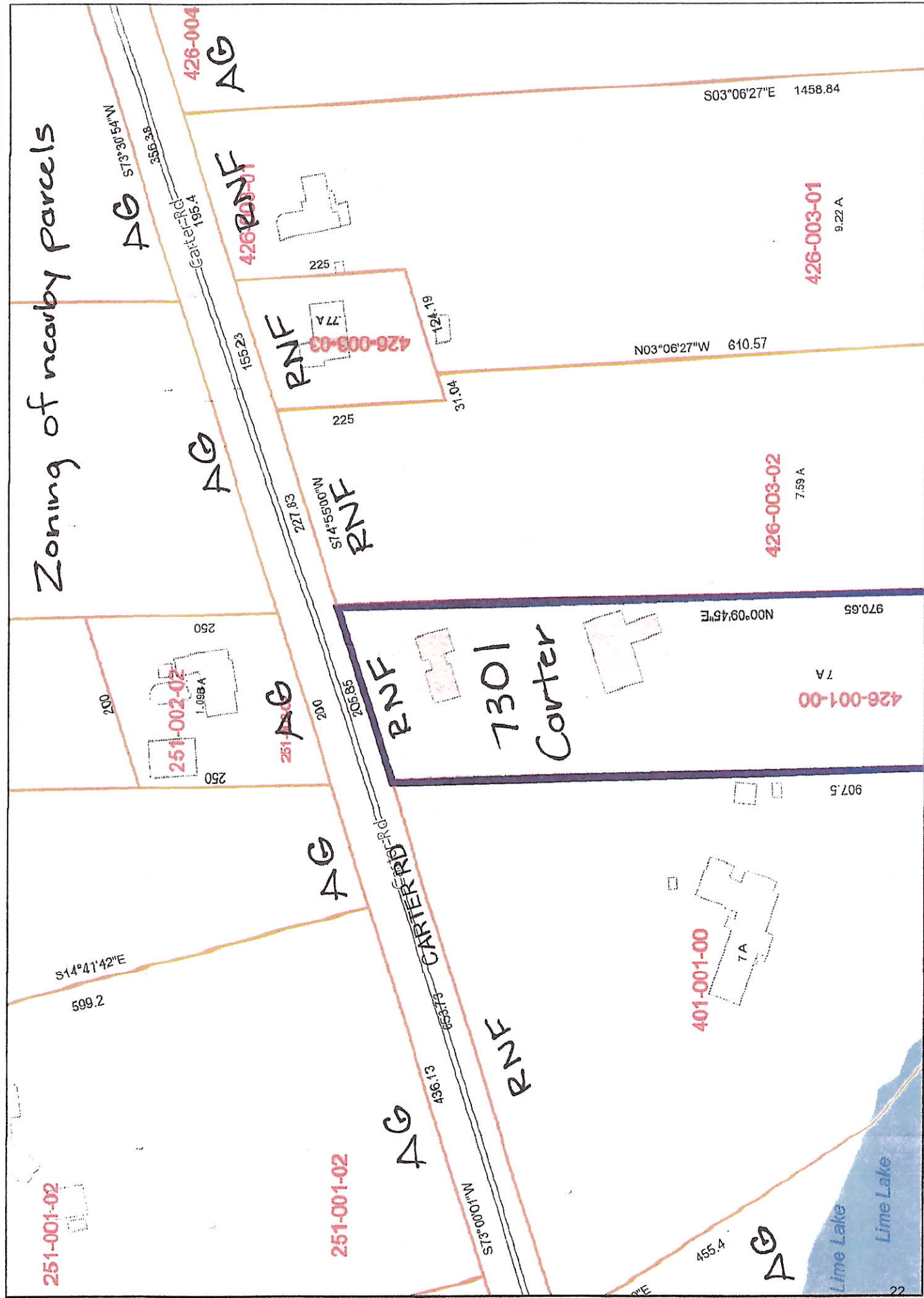
Setback Regulations:

A. Lot / Yard Setbacks:

1. Lots which abut on more than one public road and/or private road easement shall provide the required front yard along every such public road or private road easement.
2. All front yard setback lines shall be the minimum distance measured from the road right-of-way line to the nearest front line of any permanent building structure which requires a foundation.
3. All side and rear yard setback lines shall be the minimum distance measured from the nearest side or rear property line to any permanent building structure which requires a foundation.

B. Accessory Structure Setbacks:

Zoning of nearby parcels



The intent of this map is to allow easy access and visual display of government information and services. Every reasonable effort is made to ensure the accuracy of this map and data; nevertheless, errors may occur.



Jackson County Planning Commission

Staffed by the Region 2 Planning Commission (R2PC)

120 W. Michigan Avenue • Jackson, MI 49201

Phone (517) 788-4426

COORDINATED ZONING REPORT | #25-10

To: County Planning Commissioners

From: Kade Peck, R2PC Planner

Date: May 8, 2025

Proposal: **Zoning text amendment for event facilities.**

Background Information

The township is proposing a zoning amendment for landscaping requirements.

Analysis and Recommendation

Township Planning Commission Recommendation – The Leoni Township Planning Commission approved the zoning text amendment at their January 2025 meeting. The zoning changes appear reasonable.

Township Planning Commission Recommendation – The Leoni Township Planning Commission approved the amendment at their April 16, 2025 meeting.

JCPC Staff Analysis and Advisement – Based upon this analysis, staff advises the Planning Commission to recommend **APPROVAL** to the Leoni Township Board of the amendments.

Staff Report Attachment(s):

- *Background information provided by Leoni Township*

Suggested Actions:

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

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JCPC Case #: 25 - 10
(For JCPC Use Only)

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: Leoni Township Case #: _____

Township official we may contact: Cindy Norris Phone #: (517) 936 - 2290

Applicant: _____ Phone #: (_____) _____ - _____

Rezoning Request: From: _____ (_____) To: _____ (_____)

Property Location: Section(s): _____ 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"): This ordinance never went through the full process so it is getting redone

Please attach location map ☐ Yes ☐ No

What is the existing use of the site? _____

What is the proposed use of the site? _____

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

North: _____ South: _____

East: _____ West: _____

What are the surrounding Zoning Districts?

North: _____ (_____) South: _____ (_____)

East: _____ (_____) West: _____ (_____)

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

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 _____

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.

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 Leoni 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 _____ ZONE TO _____ ZONE.

2. PURPOSE OF PROPOSED CHANGE: _____

B. ZONING ORDINANCE TEXT AMENDMENT:

The following Article(s) and Section(s) is amended or altered: ARTICLE 12 SECTION 42-346
The NEW SECTION reads as follows: (Attach additional sheets if more space is needed.) attached

C. PUBLIC HEARING on the above amendment was held on: month 5 day 16 year 2025

D. NOTICE OF PUBLIC HEARING was published/mailed on the following date: month 9 day 19 year 2021
(Notice must be provided at least fifteen days prior to the public hearing.)

E. THE NEWSPAPER (having general circulation in Township) carrying the NOTICE: The Salesman

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.

Pamela Trammell () Chair or ☒ Secretary 5 / 22 / 25 (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.

() Chair or () 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

Leoni Township Office
913 Fifth Street
Michigan Center, Michigan 49254
PHONE: (517) 764-4694
Leonitownship.com

PLANNING COMMISSION MINUTES
April 16, 2025

The Leoni Township Planning Commission held a meeting Wednesday, April 16, 2025 @ 6:00 p.m. 913 Fifth Street, Leoni Township Meeting Hall, Michigan Center, Michigan.

Meeting opened to call of the Chair: 6:00 pm

Members Present: Connie Gibson, Judy Southworth, Cody Lester, Mickey Balance, Ron Kinch, Bob Pickett, and William Miles

Members absent:

Persons in attendance: 13

Pledge of Allegiance

Motion by W. Miles supported by C. Gibson to approve the agenda as written.

Motion adopted by voice vote

Motion by J. Southworth, supported by C. Lester to approve the March 16 minutes as written with the correction to remove Ron Kinch as absent.

Motion adopted by voice vote

Public Comment:	Open at	6:05 pm.
	Closed at	6:21 pm.

DISCUSSION:

1. Short Term Rental Agreements

Mr. Jester opened with explaining the background that started the discussion for Short Term Rental Agreements. A group came to the Board of Trustees meeting and voiced concerns against the Short Term rentals and Mr. Balance agreed to look into what was already available through other townships. Mr. Jester invited Eric White the township legal counsel to give legal guidance.

Mr. Kinch expressed that he wants to do due diligence and talk about the current ordinance versus writing a new ordinance.

Chris Gorton from 305 Duryeas Point spoke and expressed that she currently owns one at 130 Duryeas Point through VRBO. Ms. Gorton takes pride in her property and full respect for her neighbors. She would prefer a fee for property owners rather than registration fees.

Kurt Cole from 7125 S. Lakeside Dr. expressed that there has been a lot of feedback from the community about how they do not want a large investment and registration fees and there will be

a trickle-down effect of that. Sometimes we just need to enforce the laws we already have rather than make new ones.

Several members of the audience spoke on the fact that there needs to be regulations.

Motion by C. Lester supported by W. Miles to do nothing to move forward on a Short Term Rental Agreement ordinance.

7 Ayes: C. Gibson, M. Ballance, J. Southworth, B. Pickett, W. Miles, R. Kinch and C. Lester
Motion Carried

PUBLIC HEARING:

1. Site Plan Ordinance Review

DISCUSSION:

Mr. Lester spoke about how the step to send the Site Plan ordinance to the Region II Planning Commission was missed the first time and that is why it is coming back through the Planning Commission. There were no changes from the last Planning Commission approval of the Site Plan Review Ordinance.

Motion by R. Kinch, supported by J. Southworth to support the approval of the Site Plan Review Ordinance as presented.

7 Ayes: C. Gibson, M. Ballance, J. Southworth, B. Pickett, W. Miles, R. Kinch and C. Lester
Motion Carried

Motion by J. Southworth supported by C. Gibson to approve the Site Plan Review as presented.

RESERVE:

1. Master Plan Finalization

DISCUSSION:

Motion by J. Southworth, supported by C. Lester to adjourn the meeting at 7:06 PM.
Motion adopted by voice vote

Meeting Adjourned 7:06 pm.

Next meeting: May 7, 2024

Sec. 42-346. – SITE PLAN REVIEW & APPROVAL

Date Amended: 9/14/2021

Date Published: 9/19/21

Effective Date:

- (a) *Purpose.* It is recognized by this chapter that there is a value to the public in establishing safe and convenient traffic movement to higher density sites, both within the site and in relation to access streets; that there is value in encouraging a harmonious relationship of buildings and uses both within a site and in relation to adjacent uses; and further that there are benefits to the public in conserving natural resources. Toward this end, this chapter requires site plan review by the Zoning Administrator for certain buildings and structures that can be expected to have a significant impact on natural resources, traffic patterns, and adjacent land usage.
- (b) *Buildings, structures, and uses requiring detailed site plan.* The zoning inspector shall not issue a zoning compliance permit for the construction of the buildings and structures identified in this subsection unless a detailed site plan has been reviewed and approved by the board of trustees and such approval is in effect.
- (1) A multiple-family building containing six or more dwelling units.
 - (2) More than one multiple-family building on a lot, parcel, or tract of land, or on a combination of lots under one ownership.
 - (3) A mobile home park.
 - (4) Planned unit development.
 - (5) A commercial land use.
 - (6) An industrial land use.
 - (7) Site condo and/or condo
 - (8) All conditional uses
- (c) *Application and fee for site plan review.* Any person may file a request for a site plan review by the planning commission for recommendation and the Board of Trustees for approval/disapproval by filing with the clerk the completed application upon the forms furnished by the clerk and payment of a fee established by resolution of the township board. As an integral part of the application, the applicant shall file at least eight (8) copies of a site plan. Such application shall be dated and initialed by the township clerk or the clerk's deputy.
- (d) *Procedure for site plan review.* Upon receipt of such application from the clerk, the zoning administrator shall undertake a study of the application and shall, within 30 days, recommend approval or recommend disapproval of such site plan, advising the applicant in writing of the recommendation, including any changes or modifications in the proposed site plan as the ZA believes are needed to achieve conformity to the standards specified in this chapter.
- (e) *Required data for detailed site plan.* Every site plan submitted to the zoning administrator shall be in accordance with the following requirements and as per State requirements:
- (1) The site plan shall be of a scale not to be greater than one inch equals 20 feet or less than one inch equals 200 feet, and of such accuracy that the planning commission can readily interpret the site plan, and shall include more than one drawing where required for clarity.
 - (2) The property shall be identified by lot lines and location, including dimensions, angles and size, correlated with the legal description of the property. Such plan shall further include the name and address of the property owner, developer, and designer.

- (3) The site plan shall show the scale, north arrow, boundary dimensions, topography (not more than two-foot contour intervals), and natural features such as wood lots, streams, rivers, lakes, drains, and similar features.
 - (4) The site plan shall show existing manmade features such as buildings, structures, high tension towers, and pipelines, and existing utilities such as water and sewer lines, excavations, bridges, culverts, drains, and easements, and shall identify adjacent properties and their existing uses.
 - (5) The site plan shall show the location, proposed finished floor and grade line elevations, and size of proposed principal and accessory buildings, their relation one to another and to any existing structure on the site, the height of all buildings, and square footage of floorspace. Site plans for residential development shall include a density schedule showing the number of dwelling units per net acre, including a dwelling schedule showing the unit type and number of each unit type.
 - (6) The site plan shall show the proposed streets, driveways, sidewalks, and other vehicular and pedestrian circulation features within and adjacent to the site; also, the location, size and number of parking spaces in the off-street parking area, and the identification of service lanes and service parking.
 - (7) The site plan shall show the proposed location, use, and size of open spaces, and the location of any landscaping, fences, or walls on the site. Any proposed alterations to the topography and other natural features shall be indicated. The site plan shall further show any proposed location of connections to existing utilities and proposed extensions thereof.
 - (8) A vicinity map shall be submitted showing the location of the site in relation to the surrounding street system.
- (f) *Standards for site plan review.* In reviewing the site plan, the zoning administrator and planning commission shall ascertain whether the proposed site plan is consistent with all regulations of this chapter and any other provisions of law. Further, in consideration of each site plan, the planning commission shall find that provisions of subsections (d) and (e) of this section, as well as the provisions of the zoning district in which the buildings, structures and uses are located as indicated in the proposed site plan, have been satisfactorily demonstrated and met by the applicant.
- (g) *Final approval of site plan.* Upon the planning commission recommended approval or disapproval of a site plan, the applicant shall file with the Township Board eight (8) copies thereof for their review and final vote. Upon the approval of the Township Board, the clerk shall, within ten days, transmit to the zoning inspector one copy with the clerk's certificate affixed thereto, certifying that the approved site plan conforms to the provisions of this chapter as determined. If the Township Board votes to disapprove the site plan, notification of such disapproval vote shall be given by the clerk to the applicant within ten days after such commission action. The zoning inspector shall not issue a zoning compliance permit until he has received a certified approved site plan. In all applications for site plan approval, the Township Board shall have the authority to issue final approval or disapproval.
- (h) *Expiration of site plan certificate.* The site plan certificate shall expire, and be of no effect, 365 days after the date of issuance thereof, unless within such time the zoning inspector has issued a zoning compliance permit for any proposed work authorized under the site plan certificate.
- (i) *Amendment or revision of site plan.* A site plan, and the site plan certificate issued thereon, may be amended by the Township Board upon the request of the applicant. Such amendment shall be made upon application and in accordance with the procedure provided in this section, including review and recommendation by the planning commission.

(Ord. of 3-26-2001, § 5.6)

State Law reference— Site plans, MCL 125.286e.

Ordinance Committee recommendations for change and clarification

Sec. 42-346. – SITE PLAN REVIEW & APPROVAL

Date Amended: _____

Date Published: _____

Effective Date: _____

- (a) *Purpose.* It is recognized by this chapter that there is a value to the public in establishing safe and convenient traffic movement to higher density sites, both within the site and in relation to access streets; that there is value in encouraging a harmonious relationship of buildings and uses both within a site and in relation to adjacent uses; and further that there are benefits to the public in conserving natural resources. Toward this end, this chapter requires site plan review by the Zoning Administrator for certain buildings and structures that can be expected to have a significant impact on natural resources, traffic patterns, and adjacent land usage.
- (b) *Buildings, structures, and uses requiring detailed site plan.* The zoning inspector shall not issue a zoning compliance permit for the construction of the buildings and structures identified in this subsection unless a detailed site plan has been reviewed and approved by the board of trustees and such approval is in effect.
- (1) A multiple-family building containing six or more dwelling units.
 - (2) More than one multiple-family building on a lot, parcel, or tract of land, or on a combination of lots under one ownership.
 - (3) A mobile home park.
 - (4) Planned unit development.
 - (5) A commercial land use.
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 - (7) Site condo and/or condo
 - (8) All conditional uses
- (c) *Application and fee for site plan review.* Any person may file a request for a site plan review by the planning commission for recommendation and the Board of Trustees for approval/disapproval by filing with the clerk the completed application upon the forms furnished by the clerk and payment of a fee established by resolution of the township board. As an integral part of the application, the applicant shall file at least eight (8) copies of a site plan. Such application shall be dated and initialed by the township clerk or the clerk's deputy.
- (d) *Procedure for site plan review.* Upon receipt of such application from the clerk, the zoning administrator shall undertake a study of the application and shall, within 30 days, recommend approval or recommend disapproval of such site plan, advising the applicant in writing of the recommendation, including any changes or modifications in the proposed site plan as the Zoning Administrator believes are needed to achieve conformity to the standards specified in this chapter. After zoning-administrator decision, the planning commission shall conduct a public hearing for the study of, and a final decision on recommendation to the board concerning the site plan. If any substantive changes are made to the site plan after Zoning Administrator decision, either at or before the planning commission review meeting, the site plan will be referred back to the zoning administrator for review and reconsideration of the changes before the planning commission vote.
- (e) *Required data for detailed site plan.* Every site plan submitted to the zoning administrator shall be in accordance with the following requirements and as per State requirements:

- (1) The site plan shall be of a scale not to be greater than one inch equals 20 feet or less than one inch equals 200 feet, and of such accuracy that the planning commission can readily interpret the site plan, and shall include more than one drawing where required for clarity.
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 - (3) The site plan shall show the scale, north arrow, boundary dimensions, topography (not more than two-foot contour intervals), and natural features such as wood lots, streams, rivers, lakes, drains, and similar features.
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 - (6) The site plan shall show the proposed streets, driveways, sidewalks, and other vehicular and pedestrian circulation features within and adjacent to the site; also, the location, size and number of parking spaces in the off-street parking area, and the identification of service lanes and service parking.
 - (7) The site plan shall show the proposed location, use, and size of open spaces, and the location of any landscaping, fences, or walls on the site. Any proposed alterations to the topography and other natural features shall be indicated. The site plan shall further show any proposed location of connections to existing utilities and proposed extensions thereof.
 - (8) A vicinity map shall be submitted showing the location of the site in relation to the surrounding street system.
- (f) *Standards for site plan review.* In reviewing the site plan, the zoning administrator and planning commission shall ascertain whether the proposed site plan is consistent with all regulations of this chapter and any other provisions of law. Further, in consideration of each site plan, the planning commission shall find that provisions of subsections (d) and (e) of this section, as well as the provisions of the zoning district in which the buildings, structures and uses are located as indicated in the proposed site plan, have been satisfactorily demonstrated and met by the applicant.
- (g) *Final approval of site plan.* Upon the planning commission recommended approval or disapproval of a site plan, the applicant shall file with the Township Board eight (8) copies thereof for their review and final vote. Upon the approval of the Township Board, the clerk shall, within ten days, transmit to the zoning inspector one copy with the clerk's certificate affixed thereto, certifying that the approved site plan conforms to the provisions of this chapter as determined. If the Township Board votes to disapprove the site plan, notification of such disapproval vote shall be given by the clerk to the applicant within ten days after such board action. The zoning inspector shall not issue a zoning compliance permit until he has received a certified approved site plan. In all applications for site plan approval, the Township Board shall have the authority to issue final approval or disapproval.
- (h) *Expiration of site plan certificate.* The site plan certificate shall expire, and be of no effect, 365 days after the date of issuance thereof, unless within such time the zoning inspector has issued a zoning compliance permit for any proposed work authorized under the site plan certificate.
- (i) *Amendment or revision of site plan.* A site plan, and the site plan certificate issued thereon, may be amended by the Township Board upon the request of the applicant. Such amendment shall be made upon application and in accordance with the same procedure provided in this section, including review and recommendation by the planning commission.

Ordinance Committee recommendations for change and clarification

Sec. 42-346. – SITE PLAN REVIEW & APPROVAL

Date Amended: 9/14/2021

Date Published: 9/19/21

Effective Date: 10/20/2021

- (a) *Purpose.* It is recognized by this chapter that there is a value to the public in establishing safe and convenient traffic movement to higher density sites, both within the site and in relation to access streets; that there is value in encouraging a harmonious relationship of buildings and uses both within a site and in relation to adjacent uses; and further that there are benefits to the public in conserving natural resources. Toward this end, this chapter requires site plan review by the Zoning Administrator for certain buildings and structures that can be expected to have a significant impact on natural resources, traffic patterns, and adjacent land usage.
- (b) *Buildings, structures, and uses requiring detailed site plan.* The zoning inspector shall not issue a zoning compliance permit for the construction of the buildings and structures identified in this subsection unless a detailed site plan has been approved by the [planning commission board of trustees](#) and such approval is in effect.
- (1) A multiple-family building containing six or more units.
- (2) More than one multiple-family building or structure on a lot or on a combination of lots under one ownership.
- (3) A mobile home park.
- (4) Planned unit development.
- (5) A commercial land use.
- (6) An industrial land use.
- (7) [Site condo and/or condo](#)
- (8) [All conditional uses](#)
- (c) *Application and fee for site plan review.* Any person may file a request for a site plan review by the planning commission [for recommendation and the Board of Trustees for approval/disapproval](#) by filing with the clerk the completed application upon the forms furnished by the clerk and payment of a fee established by resolution of the township board. As an integral part of the application, the applicant shall file at least ~~four~~ [eight \(8\)](#) copies of a site plan. Such application shall be dated and initialed by the township clerk or the clerk's deputy.
- (d) *Procedure for site plan review.* Upon receipt of such application from the clerk, the planning commission ~~zoning administrator~~ shall undertake a study of the application and shall, within 30 days, ~~pre-approve~~ [recommend approval](#) or [recommend disapproval](#) disapprove [of](#) such site plan, advising the applicant in writing of the ~~any~~ recommendation, including any changes or modifications in the proposed site plan as [the planning commission believes the ZA believes](#) are needed to achieve conformity to the standards specified in this chapter. ~~After zoning administrator decision, the planning commission shall conduct a public hearing for the study of, and a final decision recommendation to the board concerning the site plan. If any substantive changes are made to the site plan after Zoning Administrator decision, either at or before the planning commission review meeting, the site plan will be referred back to the zoning administrator for review and reconsideration of the changes before the planning commission vote.~~ ** The planning commission has not seen the file yet, at this point. After the ZA review the Clerk then schedules and advertises the PC meeting for recommendation consideration. The process seems unclear*

updated
Revisions

here. It seems the above strike out language should be added back in here with the exception of the reference to final approval should read for recommendation.

- (e) *Required data for detailed site plan.* Every site plan submitted to the planning commission **zoning administrator** shall be in accordance with the following requirements and as per State requirements:
- (1) The site plan shall be of a scale not to be greater than one inch equals 20 feet or less than one inch equals 200 feet, and of such accuracy that the planning commission can readily interpret the site plan, and shall include more than one drawing where required for clarity.
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 - (8) A vicinity map shall be submitted showing the location of the site in relation to the surrounding street system.
- (f) *Standards for site plan review.* In reviewing the site plan, the **zoning administrator** and planning commission shall ascertain whether the proposed site plan is consistent with all regulations of this chapter **and any other provisions of law**. Further, in consideration of each site plan, the planning commission shall find that provisions of subsections (d) and (e) of this section, as well as the provisions of the zoning district in which the buildings, structures and uses are located as indicated in the proposed site plan, have been satisfactorily demonstrated and met by the applicant.
- (g) *Planning commission **Final** approval of site plan.* Upon the planning commission recommended approval or disapproval of a site plan, the applicant shall file with the planning commission **Township Board** ~~four~~ eight (8) copies thereof for their review and final vote. **Upon the approval of the Township Board**, the clerk shall, within ten days, transmit to the zoning inspector one copy with the clerk's certificate affixed thereto, certifying that the approved site plan conforms to the provisions of this chapter as determined. If the ~~planning commission recommends disapproval of the Township Board votes to disapprove the site plan~~, is disapproved by the planning commission, notification of such disapproval ~~recommendation- disapproval vote~~ shall be given **by the clerk** to the applicant within ten days after such ~~commission board~~ action. The zoning inspector shall not issue a zoning compliance permit until he has received a certified approved site plan. **In all applications for site plan approval, the Township Board shall have the authority to issue final approval or disapproval.**

- (h) *Expiration of site plan certificate.* The site plan certificate shall expire, and be of no effect, 365 days after the date of issuance thereof, unless within such time the zoning inspector has issued a zoning compliance permit for any proposed work authorized under the site plan certificate.
- (i) *Amendment or revision of site plan.* ~~At any time after the decision of the zoning administrator~~ A site plan, and the site plan certificate issued thereon, may be amended by the ~~planning commission~~ **Township Board** upon the request of the applicant. Such amendment shall be made upon application and in accordance with the ~~same~~ procedure provided in this section, **including review and recommendation by the planning commission.** ~~Any fees paid in connection with such application may be waived or refunded at the discretion of the planning commission~~ **Township Board.**
- ~~(j) *Sketch plan review.* The township shall require that those conditional uses not required to submit a formal site plan shall provide a basic sketch plan for purposes of review prior to approval.~~
- ~~(1) *Buildings, structures and uses requiring sketch plan review.* The following buildings, structures or uses shall be required to submit a sketch plan as part of the approval process for obtaining a conditional use permit:~~
- ~~a. Single-family dwellings (open space and high density residential/office districts).~~
- ~~b. Essential services.~~
- ~~c. Public or nonprofit structures or uses, including parks, golf courses, community centers or other uses not defined by this chapter as a commercial land use.~~
- ~~(2) *Procedure.*~~
- ~~a. *Contents of sketch plan.* In order to allow the township planning commission and the developer to reach an understanding of basic design requirements prior to detailed design investment, the developer shall submit a sketch plan of his proposal to the township planning commission. The sketch plan shall be approximately to scale, though it need not be to the precision of a finished engineering drawing, and it shall clearly show the following information:~~
- ~~1. The boundaries of the property.~~
- ~~2. The location of the various uses and their areas in acres.~~
- ~~3. The location and height of all buildings and parking facilities.~~
- ~~4. The interior roadway system and all existing rights-of-way and easements, whether public or private.~~
- ~~5. Delineation of the various residential areas, indicating for each such area its size and composition in terms of total number of dwelling units and approximate percentage allocation by dwelling unit type (i.e., single-family detached, duplex, townhouse, garden apartments, high rise), plus a calculation of the residential density in dwelling units per net acre (total area excluding interior roadways) for each such area.~~
- ~~6. The interior open-space system.~~
- ~~7. The overall drainage system.~~
- ~~8. If grades exceed three percent, or portions of the site have a moderate to high susceptibility to erosion, or a moderate to high susceptibility to flooding and ponding, a topographic map showing contour intervals of not more than two feet of elevation, along with an overlay outlining the susceptible soil.~~
- ~~9. Principal ties to the neighborhood and community with respect to transportation, water supply, and sewage disposal.~~

- ~~10. A general description of the provision of other community facilities, such as schools, recreational facilities, fire protection services, and cultural facilities, if any, and some indication of how these needs are proposed to be accommodated.~~
- ~~11. A location map showing uses and ownership of abutting lands.~~
- ~~b. Additional required information. In addition, the following documentation shall accompany the sketch plan:~~
 - ~~1. Evidence that the proposal is compatible with the objectives of the land use plan.~~
 - ~~2. A general statement as to how common open space is to be owned and maintained.~~
 - ~~3. If the development is to be staged, a general indication of how the staging is to proceed. Whether or not the development is to be staged, the sketch plan required by this section shall show the intended total project.~~
- ~~c. Review and approval. The township planning commission shall review the sketch plan and its related documents, and shall render either a favorable or unfavorable recommendation to the applicant.~~
 - ~~1. A favorable recommendation shall include a report to the applicant that he may proceed with initiation of the rezoning request. It shall be included as part of the recommendation.~~
 - ~~2. An unfavorable recommendation shall state clearly the reasons therefor and, if appropriate, indicate to the applicant what might be necessary in order to receive a favorable recommendation. Within ten days after receiving an unfavorable recommendation, the applicant may, if he wishes, initiate a rezoning request, which would be accompanied by an unfavorable recommendation from the township planning commission.~~

(Ord. of 3-26-2001, § 5.6)

State Law reference— Site plans, MCL 125.286c.

IN REGARDS TO THE PROPOSED ADDITION OF PARAGRAPH (k) TO 42-346

k. The Planning Commission may recommend, and the Township Board may waive, for good cause stated on the record of the meeting, any requirements of paragraph (e) of this section.

It was a consensus of opinion of the Ordinance Committee that the addition of this language opened up the possibility of equal requests being treated unequally, or giving the appearance of, and may also be perceived as trying to override any State requirements built into our ordinance.

Respectfully submitted,

Nora Sharpe-McGee, Chair Ordinance Committee

AFFIDAVIT OF PUBLISHER

STATE OF MICHIGAN }
County of Jackson }

Bettie Watson

Bettie Watson

being duly sworn, says: I am the Publisher of The Salesman, a shopping guide printed and circulated in said county since 1948.

The attached is a printed copy of an ad which was published in

The Salesman (Publications) September 19, 2021

Sworn to and subscribed before me this 6th day
of October 2021.

Amy Lynn Sherman

Notary Public, Jackson County, Michigan

AMY LYNN SHERMAN
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF JACKSON
My Commission Expires 12-02-2021
Acting in the County of Jackson

NOTICE LEONI TOWNSHIP JACKSON COUNTY, MI

The Township of Leoni, Board of Trustees on September 14 ordains and enacts, by a 7 Aye vote to be effective the eighth day after publication:

Section 42-346, paragraphs (d), (g) and (i), of the Leoni Township Code of Ordinances is amended to read as follows:

(d) Procedure for site plan review. Upon receipt of such application from the clerk, the planning commission shall undertake a study of the application and shall, within 30 days, recommend approval or recommend disapproval of such site plan, advising the applicant in writing of the recommendation, including any changes or modifications in the proposed site plan as the planning commission believes are needed to achieve conformity to the standards specified in this chapter.

(g) Final approval of site plan. Upon the planning commission recommended approval of a site plan, the applicant shall file with the Township Board four copies thereof. Upon the approval of the Township Board, the applicant shall, within ten days, transmit to the zoning officer, collection of fees, time cards, etc. Also, at the approved site plan conference of this chapter as determined.

If the planning commission recommends disapproval of the site plan, notification of such recommendation shall be given by the clerk to the applicant within ten days after such commission action; The zoning inspector shall not issue a zoning compliance permit until he has received a certified approved site plan. In all applications for site plan approval, the Township Board shall have the authority to issue final approval or disapproval.

(i) Amendment or revision of site plan. A site plan, and the site plan certificate issued thereon, may be amended by the Township Board upon the request of the applicant. Such amendment shall be made upon application and in accordance with the procedure provided in this section, including review and recommendation by the planning commission. Any fees paid in connection with such application may be waived or refunded at the discretion of the Township Board.

Cindy Norris, Township Clerk

CONSENT AGENDA:

*Motion by Linnabary, support by Cox to **approve** the Consent Agenda*

Roll call vote: 7 Ayes Linnabary, Norris, King, Kinch, Hill, Horning and Cox
0 Nays **Motion Passed**

OLD BUSINESS:

1. Brills Lake Sewer Project-Updates

Agenda Item #5

2. Dam Light-Updates

Waiting on one more estimate.

NEW BUSINESS:

1. Approve the F&V request to purchase a new Easy Kleen 4,000 PSI hot water power washer in the amount of \$4,293.71

*Motion by Linnabary, support by Cox to **approve** the F&V request to purchase a new Easy Kleen 4,000 PSI hot water power washer in the amount of \$4,293.71 using Leoni Township funds*

Roll call vote: 7 Ayes Linnabary, Norris, King, Kinch, Hill, Horning and Cox
0 Nays **Motion Passed**

2. Approval for F&V to rebuild the spare septage receiving pump from CEM Supply Inc in the amount of \$4,112.90 and the purchase of a new pump from Milan Supply in the amount of \$8,826.67 with 5-year warranty

*Motion by Cox, support by Kinch for **approval** for F&V to rebuild the spare septage receiving pump from CEM Supply Inc in the amount of \$4,112.90 and the purchase of a new pump from Milan Supply in the amount of \$8,826.67 with 5-year warranty*

Roll call vote: 7 Ayes Linnabary, Norris, King, Kinch, Hill, Horning and Cox
0 Nays **Motion Passed**

3. Approval for F&V Amendment #7 to the Professional Services Agreement Napoleon Lift Station Scope of Services included in Exhibit #1 to Amendment #7 Contract Amount \$30,600.00

*Motion by Linnabary, support by King for **approval** for F&V Amendment #7 to the Professional Services Agreement Napoleon Lift Station Scope of Services included in Exhibit #1 to Amendment #7 Contract Amount \$30,600.00*

Roll call vote: 7 Ayes Linnabary, Norris, King, Kinch, Hill, Horning and Cox
0 Nays **Motion Passed**

4. Approval for F&V Amendment #8 to the Professional Services Agreement description of the Project and the Scope of Services provided under the PSA are amended to include 940,000 Gallon Water Tank Improvements included in Exhibit #1 to Amendment #8 Contract Amount \$25,700

*Motion by Linnabary, support by Cox for **approval** for F&V Amendment #8 to the Professional Services Agreement description of the Project and the Scope of Services provided under the PSA are amended to include 940,000 Gallon Water Tank Improvements included in Exhibit #1 to Amendment #8 Contract Amount \$25,700*

Roll call vote: 7 Ayes Linnabary, Norris, King, Kinch, Hill, Horning and Cox
0 Nays **Motion Passed**

5. Approval for F&V Amendment #6 to the Professional Services Agreement description of the Project and the scope of services provided under the PSA amended to include Brills Lake Sanitary Sewer Extension included in Exhibit #1 to Amendment #6 Contract Amount \$2,200
Motion by Kinch, support by Horning for approval for F&V Amendment #6 to Professional Services Agreement description of the Project and the scope of services provided under the PSA amended to include Brills Lake Sanitary Sewer Extension included in Exhibit #1 to Amendment #6 Contract Amount \$2,200

Roll call vote: 7 Ayes Linnabary, Norris, King, Kinch, Hill, Horning and Cox
0 Nays **Motion Passed**

6. Approval for Sgt. Stowe to attend the Annual Marihuanna Law Conference cost \$975.00 includes conference cost, meals, lodging. Training was planned for in 2021-2022 budget.
Motion by Linnabary, support by Cox for approval for Sgt. Stowe to attend the Annual Marihuanna Law Conference cost \$975.00 includes conference cost, meals, lodging. Training was planned for in 2021-2022 budget

Roll call vote: 7 Ayes Linnabary, Norris, King, Kinch, Hill, Horning and Cox
0 Nays **Motion Passed**

7. Approve the class for Treasurer-2021 Michigan Municipal Treasurers Association fall hybrid conference and new membership. Cost of class and membership \$434
Motion by Cox, support by Norris to approve the class for Treasurer-2021 Michigan Municipal Treasurers Association fall hybrid conference and new membership. Cost of class and membership \$434

Roll call vote: 7 Ayes, Linnabary, Norris, King, Kinch, Hill, Horning and Cox
0 Nays **Motion Passed**

8. Approve the Class for Building Inspector-Code Officials Conference of Michigan and membership. Class and membership \$330
Motion by Linnabary, support by Cox to approve the Class for Building Inspector-Code Officials Conference of Michigan and membership. Class and membership \$330

Roll call vote: 7 Ayes Linnabary, Norris, King, Kinch, Hill Horning and Cox
0 Nays **Motion Passed**

9. Approve Upgrade to Level 2 pay matrix \$20.00 for Kelsy Cox Level 2 Assessor Certification. Effective August 17, 2021.
Motion by Kinch, support by Cox to approve Upgrade to Level 2 pay matrix \$20.00 for Kelsy Cox Level 2 Assessor Certification. Effective August 17, 2021

Roll call vote: 7 Ayes Linnabary, Norris, King, Kinch, Hill, Horning and Cox
0 Nays **Motion Passed**

10. Approve Application for Temporary Office for Abis Holdings, LLC at 655 Ballard Rd. Mobile home needed for space, no sewer needed, requested use for 11-month period.
Motion by Kinch, support by Linnabary to approve the Application for Temporary Office for Abis Holdings, LLC at 655 Ballard Rd. Mobile home needed for space, no sewer needed, requested use for 11-month period.

Roll call vote: 7 Ayes Linnabary, Norris, King, Kinch, Hill, Horning and Cox
0 Nays **Motion Passed**

11. Approval for the Assessing Dept to purchase the software program Pivot Point in the amount of \$5,029.38. It has already been approved in the Assessing Dept budget 2021/2022 year.
Motion by King, support by Norris for approval for Assessing Dept to purchase the software program Pivot Point in the amount of \$5,029.38. It has already been approved in the Assessing Dept budget 2021/2022 year.

Roll call vote: 7 Ayes Linnabary, Norris, King, Kinch, Hill, Horning and Cox
0 Nays **Motion Passed**

12. Approve the Rezone for property 000-14-06-151-005-04, 3150 Page Avenue, GR Schultz Real Estate from Business (B4) to Light Industrial (ML)

Motion by Kinch, support by Norris to approve the Rezone for property 000-14-06-151-005-04, 3150 Page Avenue, GR Schultz Real Estate from business (B4) to Light Industrial (ML)

Roll call vote: 7 Ayes Linnabary, Norris, King, Kinch, Hill, Horning and Cox
0 Nays **Motion Passed**

13. Approve the Rezone for property 000-14-07-451-002-01, 2648 E. South Street, DLG & Associates LLC from Heavy Industrial (M) to Light Industrial (ML)

Motion by Kinch, support by Linnabary to approve the Rezone for property 000-14-07-451-002-01, 2648 E. South Street, DLG & Associates LLC from Heavy Industrial (M) to Light Industrial (ML)

Roll call vote: 7 Ayes Linnabary, Norris, King, Kinch, Hill, Horning and Cox
0 Nays **Motion Passed**

14. Approve pursuing legal action to collect Farmhouse Balance total amount due is \$4,359.92

Motion by Cox, support by Norris to approve pursuing legal action to collect Farmhouse Balance total amount due is \$4,359.92; to also include cost of pursuing legal action not to exceed \$1,200.00

Roll call vote: 7 Ayes Linnabary, Norris, King, Kinch, Hill, Horning and Cox
0 Nays **Motion Passed**

15. Approve Site Plans Ordinance

Motion by Cox, support by King to approve Site Plans Ordinance giving the Board of Trustee's Final approval on site plans

Roll call vote: 7 Ayes Linnabary, Norris, King, Kinch, Hill, Horning and Cox
0 Nays **Motion Passed**

16. Approve Clearwater Property deed transfer

Motion by Linnabary, support by Norris to approve Clearwater Association deed transfer. Cost of deed-flat rate of \$50 per deed

Roll call vote: 7 Ayes Linnabary, Norris, King, Kinch, Hill, Horning and Cox
0 Nays **Motion Passed**

17. Approve the appointment of Judy Southworth to Ordinance Committee to replace John Spencer's seat.

Motion by Kinch, support by King to approve the appointment of Judy Southworth to Ordinance Committee to replace John Spencer's seat.

Roll call vote: 7 Ayes Linnabary, Norris, King, Kinch, Hill, Horning and Cox
0 Nays **Motion Passed**

PUBLIC COMMENT:

Public Comment Opened 7:22 pm

Public Comment Closed 7:30 pm

DISCUSSION:

1. Site Plan Ordinance
2. Public Comment Time Keeping Rules

3. Request for Executive Board Members (Cindy Norris and Marcia King) as well as Trustee Cox to be presented severe issues and allegations from Mr. Chambers. Trustee Cox said he would check with the Township Attorney to see if it is possible.

Motion by Linnabary to adjourn, support by Cox at 7:35 pm
*Motion carried by Voice Vote-Aye for all **Motion Passed***
Meeting adjourned at 7:35 pm.

Cindy Norris, Clerk

Leoni Township Office
www.leonitownship.com

913 Fifth St.
Michigan Center, Michigan 49254
PHONE: (517) 764-4694

The Township of Leoni Planning Commission approved on April 16, 2025 by a 7 Aye vote, the following amendments to the Site Plan Ordinance.

Section 42-346, paragraphs (d), (g) and (i), of the Leoni Township Code of Ordinances is amended to read as follows:

(d) Procedure for site plan review. Upon receipt of such application from the clerk, the planning commission shall undertake a study of the application and shall, within 30 days, recommend approval or recommend disapproval of such site plan, advising the applicant in writing of the recommendation, including any changes or modifications in the proposed site plan as the planning commission believes are needed to achieve conformity to the standards specified in this chapter.

(g) Final approval of site plan. Upon the planning commission recommended approval of a site plan, the applicant shall file with the Township Board four copies thereof. Upon the approval of the Township Board, the clerk shall, within ten days, transmit to the zoning inspector one copy with the clerk's certificate affixed thereto, certifying that the approved site plan conforms to the provisions of this chapter as determined. If the planning commission recommends disapproval of the site plan, notification of such recommendation shall be given by the clerk to the applicant within ten days after such commission action; The zoning inspector shall not issue a zoning compliance permit until he has received a certified approved site plan. In all applications for site plan approval, the Township Board shall have the authority to issue final approval or disapproval.

(i) Amendment or revision of site plan. A site plan, and the site plan certificate issued thereon, may be amended by the Township Board upon the request of the applicant. Such amendment shall be made upon application and in accordance with the procedure provided in this section, including review and recommendation by the planning commission. Any fees paid in connection with such application may be waived or refunded at the discretion of the Township Board.

Cindy Norris, Township Clerk

LEONI TOWNSHIP OFFICE
913 FIFTH ST.
MICHIGAN CENTER MI 49254
517-764-4694 PHONE 517-764-1380 FAX
leonitwp@leonitownship.com

LEONI TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING
MINUTES
September 14, 2021

The Leoni Township Board of Trustees held a Regular Board Meeting on September 14, 2021 @ 6:00 PM, the meeting was held in person and also by zoom.us. Attendees participated through <http://www.zoom.us> or by telephone and in person

Call to Order 6:05 pm
Roll Call
Members Present: Supervisor Linnabary, Clerk Norris, Treasurer King, Trustees Kinch, Hill, Horning and Cox
Members Absent: None
Attendance Approximately: 25-In person 15-Zoom

PUBLIC COMMENT:

Public Comment Opened 6:06 pm
Public Comment Closed 6:25 pm

APPROVAL OF AGENDA

*Motion by Kinch, support by King to **approve** the Agenda but move Discussion after Public Comment*
Roll call vote: 7 Ayes Norris, King, Kinch, Hill, Linnabary, Horning and Cox
0 Nays **Motion Passed**

APPROVAL OF ACCOUNTS PAYABLE:

*Motion by Linnabary, support by Cox to **approve** Accounts Payable August 11, 2021-September 2, 2021 in the amount of \$81,072.50*
Roll call vote: 7 Ayes Linnabary, Norris, King, Kinch, Hill, Horning and Cox
0 Nays **Motion Passed**

*Motion by Linnabary, support by Cox to **approve** Accounts Payable September 3, 2021 – September 14, 2021 in the amount of \$960,226.00*
Roll call vote: 7 Ayes Linnabary, Norris, King, Kinch, Hill, Horning and Cox
0 Nays **Motion Passed**

*Motion by Linnabary, support by Cox to **approve** the transfer of \$400,000 from the General Fund to Public Safety*
Roll call vote: 7 Ayes Linnabary, Norris, King, Kinch, Hill, Horning and Cox
0 Nays **Motion Passed**

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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

COORDINATED ZONING REPORT | #25-11

To: County Planning Commissioners

From: Kade Peck, R2PC Planner

Date: May 8, 2025

Proposal: Rezoning parcels 000-19-01-251-002-02, 251-002-03, 002-251-002-03, 002-251-002-04 of 8.5 acres in totality on Jordan Drive, Jackson County, Napoleon Township from Residential (R-1) to Agricultural (AG-1) . This will also combine all the lots outlined.

Request

The subject property is proposed for rezoning to Agricultural (AG-1) from Residential (R-1).

Purpose

The Rezoning Worksheet Form states that the purpose of the proposed change is to allow for an apple orchard.

Location and Size of the Property

The parcels proposed for rezoning is located in Section 1 of Napoleon Township. The subject parcel is 8.5 acres and is currently zoned Residential (R-1).

Land Use and Zoning

Current Land Use – The property is currently vacant and related accessory structure. The North, West, and South are vacant farms. The South is vacant and residential.

Future Land Use Plan – The suggested future land use of the subject parcel, as depicted on the Township's Land Use Map, is Agricultural.

Current Zoning – The property is currently zoned Residential. The North and West are zoned Agricultural. The South and East are zoned Residential.

Public Facilities and Environmental Constraints

Water and Sewer Availability – Municipal sewer and water services are not available to the parcel.

Public Road/Street Access –Jordan Drive provides direct access to the subject parcel.

Environmental Constraints – None.

Analysis and Recommendation

Township Planning Commission Recommendation – The Napoleon Township Planning Commission approved the rezoning at their April 2025 meeting.

JCPC Staff Analysis and Advisement – The proposed rezoning is compatible with other zones and uses in the surrounding area. Many of the surrounding properties are agricultural, this zoning change makes sense. Based upon this analysis, staff advises the Planning Commission to recommend **APPROVAL** to the Napoleon Township Board of the proposed rezoning to 'Agricultural (AG-1)'.

Staff Report Attachment(s):

- *Background information provided by Napoleon Township*

Suggested Actions:

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

NAPOLEON TOWNSHIP

PLANNING COMMISSION

April 24, 2025 - 6:00 P.M.

Please Note: The Chairman may ask for public comment before a formal vote of the Planning Commission is taken. All comments are directed to the Planning Commission. Public comments are limited to a maximum of 3 minutes per person. After being recognized by the Chairman, please state your full name and residence address for the record before giving your public comment.

Pledge of Allegiance

1. Approval of the Agenda
2. Minutes of March 31, 2025-Special Meeting
3. Case#25-03-0006-Rezoning of 8.5 Acres Vacant Land-From Residential (R-1) to Agricultural for an Orchard-Applicant and Owner Richard and Shelia Marone
4. Adjourn

Attachments:

Napoleon Township Planning Commission
Minutes – March 31, 2025

Call to Order: 6:05 p.m.

Commission Members Present: Scott Miles, chair; Jeff Kirkpatrick, vice chair; Mindy Rice (substitute recording secretary), Heidi Richardson, Mark LaRocque

Commission Members Absent: Robert Jones, John Hummer, recording secretary

Also Present: Katie Miller Region 2 Planning, John Worden Napoleon Township Zoning Administrator, Dan Wymer, Supervisor, Napoleon Township board

MOTION to make Mindy Rice substitute secretary for the evening by H. Richardson, seconded by M. LaRocque. All Ayes, motion passed.

Approval of Agenda: Suggestion by H. Richardson to remove the agenda item of January 23, 2025 (as these minutes have already been approved) and to add an agenda item of approving the minutes from February 27, 2025. MOTION by J. Kirkpatrick to approve the agenda as amended, H. Richardson seconded. All Ayes, motion passed.

Approval of Agenda: MOTION by J. Kirkpatrick, seconded by M. LaRocque to approve the minutes from February 27, 2025. All Ayes. Motion passed

Discussion: K. Miller states the next steps on the timeline is to submit the resolution to the Board which meets on the April 8th. If approved, it will then be sent to the mailing list and the community then has 42 days to comment (advisory only). It will also be submitted to the County Planning Commission. A Notice of Public Hearing must be posted 15 days ahead.

The commission discussed with Katie a few alterations they would like to make to the draft as follows:

- Under “Facilities” add language that the generator has been upgraded recently on page 18.
- Under “Residential Development” use consistent language throughout (affordable to moderate in both instances).
- Change formatting where comments still show in the pdf 15, 19, 37; these still need to be removed.

Adoption of Resolution Submitting the 2025 Napoleon Township Master Plan Draft to the Napoleon Township Board of Trustees:

MOTION by J. Kirkpatrick to approve the resolution as presented and to submit the 2025 Napoleon Township Master Plan Draft to the Napoleon Township Board of Trustees, seconded by M. Rice. All Ayes, motion passed.

Meeting adjourned 6:43 p.m.

Mindy Rice, substitute Recording Secretary _____

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 Napoleon 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 # 000-19-01-251-002-02, 251-002-03, 002-251-002-04 - Acreage 02=5.30 Acres, 03=1.36 Acres, 04 =1.92 Acres
North East North East Quarter of Section 1 -Legals see attached Parcel Report

1. The above described property has a proposed zoning change FROM Residential R-1
ZONE TO Agricultural AG-1 ZONE.

2. PURPOSE OF PROPOSED CHANGE: Apple Orchard

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.)

Apple Orchard

- C. **PUBLIC HEARING** on the above amendment was held on: month April day 24 year 2025
D. **NOTICE OF PUBLIC HEARING** was published/mailed on the following date: month April day 8th year 2025
(Notice must be provided at least fifteen days prior to the public hearing.)
E. **THE NEWSPAPER** (having general circulation in Township) carrying the NOTICE: The 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.

_____, Recording Secretary April / 24th / 2025 (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.
_____, () Chair or () Secretary _____ / _____ / _____ (enter date)

TOWNSHIP BOARD ACTION:

1. Date of Meeting: month June day 10 year 2025
2. The Napoleon 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: Napoleon Township Case #: 25-03-0006

Township official we may contact: John Worden Phone #: (517) 536 - 8694

Applicant: Richard & Sheila Marone-20651 Wedgwood Dr. Grosse Point, MI 48236 Phone #: (313) 506 - 9975

Rezoning Request: From: Residential (R-1) To: Agricultural (AG-1)

Property Location: Section(s): 1 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"): 251-002-02-5.3 Acres-251-002-03 -1.36 Acres-251-002-04-1.92 Acres Total Acres 8.58

Please attach location map ☒ Yes ☐ No

What is the existing use of the site? Vacant

What is the proposed use of the site? Apple Orchard

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

North: Vacant Farm

South: Vacant Farm

East: Vacant & Residential

West: Vacant Farm

What are the surrounding Zoning Districts?

North: Agricultural (AG-1)

South: Residential (R-1)

East: Residential (R-1)

West: Agricultural (AG-1)

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

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 Jordan Drive

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.

NAPOLEON TOWNSHIP ZONING APPLICATION

Print or Type

CASE # Case # 25-03-0006

- ① 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.

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

APPLICATION FOR

☒ Rezoning **

☐ Site Plan Review

☐ Planned Developments

☐ Special Land Use

☐ Amendments

☐ Variance ◆

☐ Conditional Use **

☐ Home Occupation **

☐ Site Plan Change/Renewal

☐ Administrative Site Plan

☐ Other

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

② Name(s) Rick MAROAC Phone 313-506-9925

Address 20651 WEDGEWOOD
Grosse Pointe Woods, MI 48236

OWNER INFORMATION

③ Name(s) SAME AS ABOVE Phone _____

Address _____

PROPERTY INFORMATION

④ Address or Location Jordan Drive

Permanent Parcel # 000-19-01-251-002-02, 03+04

Zone District (Current) Residential R-1 Property Size 8.5 Acres

Attach legal description-also a survey, site drawing and pictures may be required.

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

- ⑤ I HAVE 3 lots I'm combining 8.5 acres
total, from Residential - Agricultural
turning into a Apple Orchard

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

[Signature] [Signature] 3-12-25
Signature of Applicant Signature of Applicant Date

- ⑥ I hereby grant permission for members of the Napoleon 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.)

[Signature] [Signature] 3-18-25
Signature of Applicant Signature of Applicant Date

DO NOT WRITE BELOW THIS LINE

- ⑦ Date Received 3/18 Application ☒ E-mail or ☐ CD/PDF ☐ Meeting Dates: PC 4/24/25
Submitted Materials: Site plan ☐ # of copies 24 x 36 ☐ 11 x 17 ☐ 10 ☐ 12 ☐ ZBA NA
Site plan checklist ☐ Environmental checklist ☐ Pictures\ Video ☐ CNTY May 8-2025
Survey: Stake ☐ Mortgage ☐ TWPBD June 10-2025
Letters: JCRC ☐ JCDC ☐ JCHD ☐ DPW ☐ JCAP ☐ DEQ ☐ FIRE ☐ Publication Dates #1 4/8/25
Application Fee 400 Publication/Mailing Fee _____ WEB _____
APPLICATION ACCEPTED BY: Rose Taylor

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

The Napoleon Township Planning Commission will hold a public hearing April 24, 2025 at 6:00 p.m. in the Township Hall, 6775 Napoleon Road, Jackson, MI. 49201

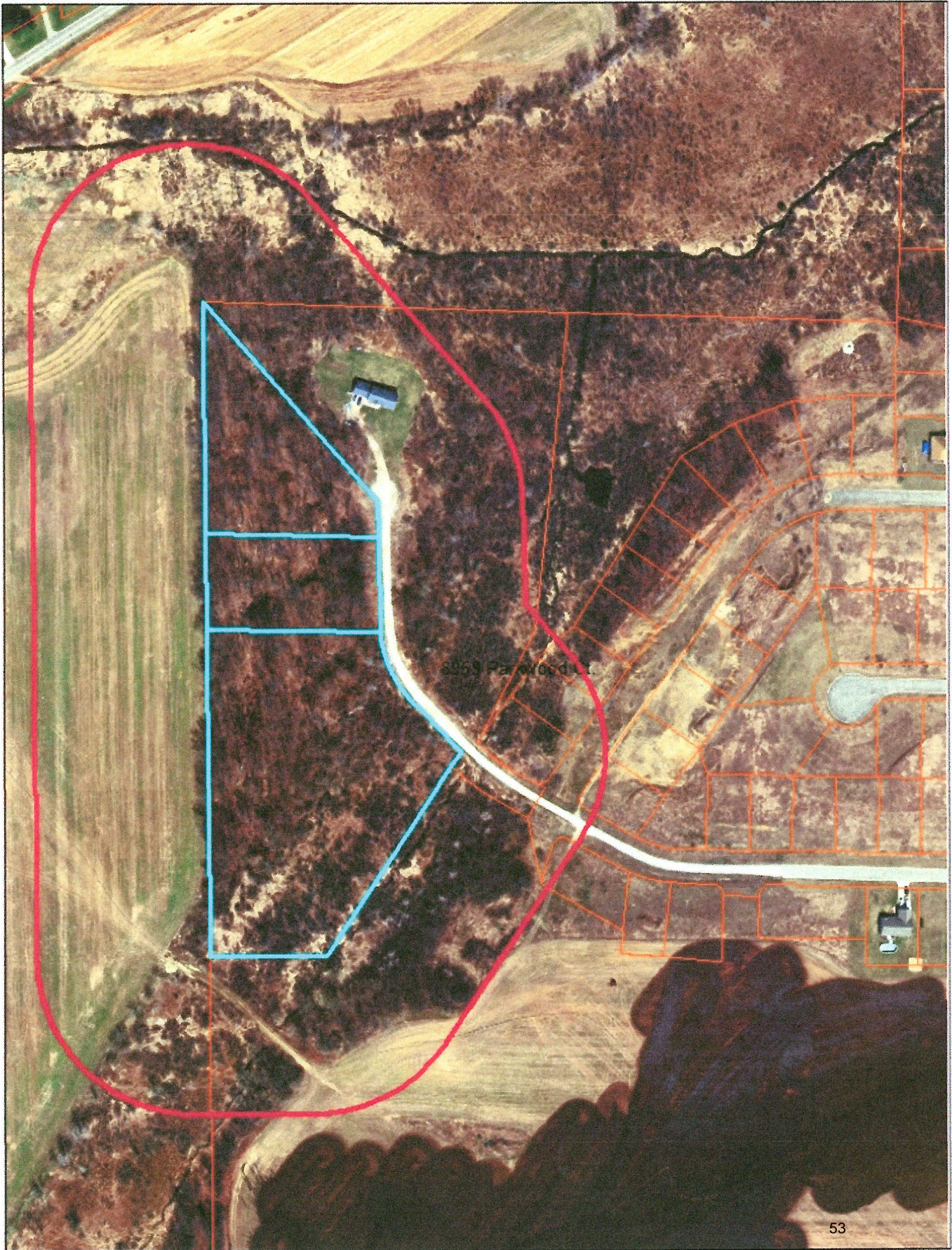
At this time all interested parties will be heard on the request of Richard and Sheila Marone of 20651 Wedgewood Dr. Grosse Points, Mi 48236 to rezone 8.58 acres of vacant land from Residential (R-1) to Agricultural (AG-1) allowing an apple orchard on the vacant land located West of Jordan Dr. and North of Solitude Dr. The property and request are more particularly described and on display at the Township Office.

Napoleon Township Office is open from 7:00 a.m. to 5:00 p.m. Monday – Thursday 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) 536-8694 Extension 209. Napoleon 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. John Worden, Zoning Administrator

The Exponent
Insertion Date: April 8, 2025

Copy to Traci Spring, Clerk

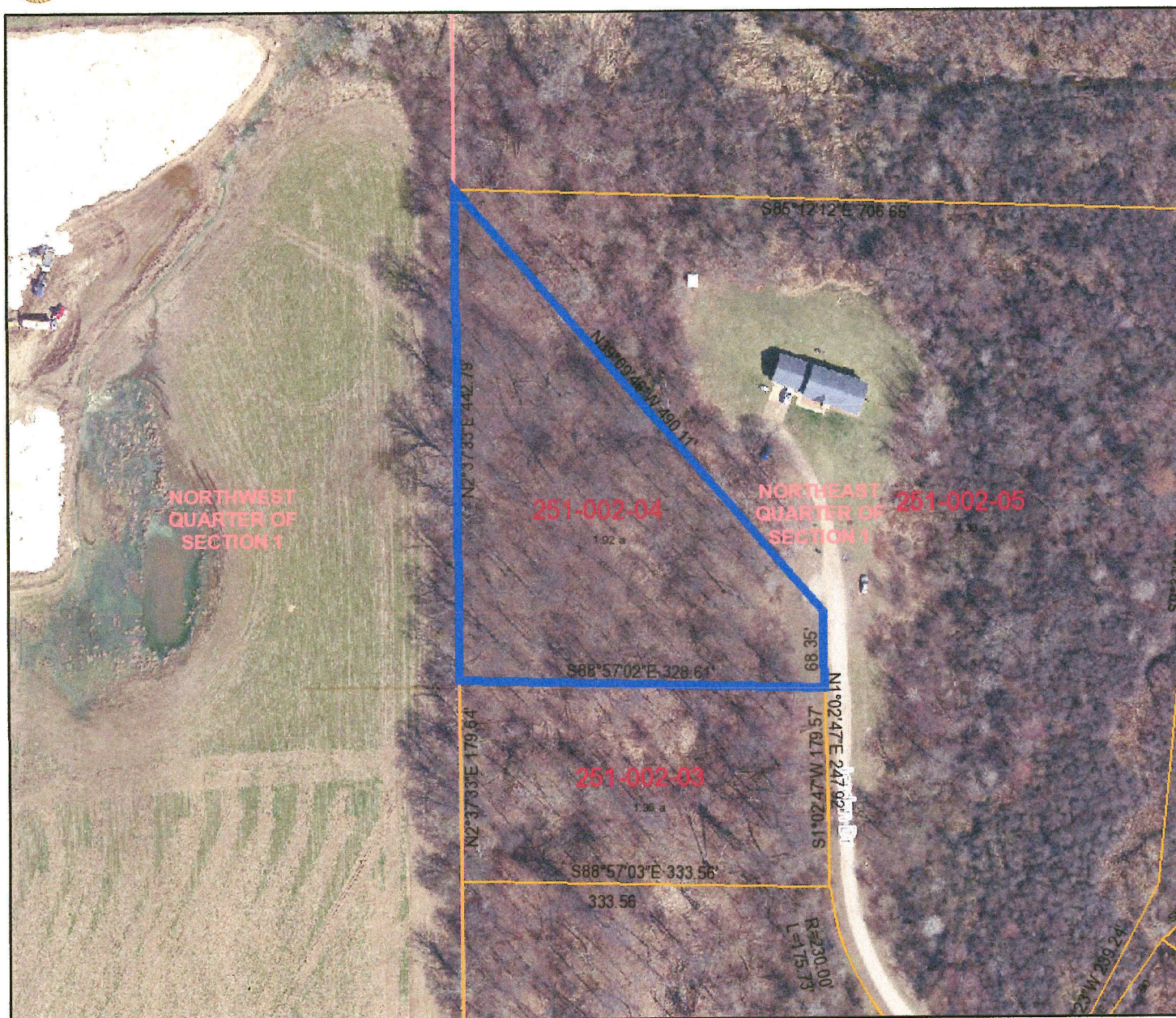
Case#2-03-0006-Rezoning 8.58 acres from R-1 to AG-1
Richard&Sheila Marone Owners-3 Vacant Lots off Jordan Dr.





Parcel Report - Parcel ID: 000-19-01-251-002-04

3/25/2025



Owner Name MARONE, RICHARD S & SHEILA R
Owner Address 20651 WEDEWOOD DR
GROSSE POINTE, MI 48236
Homestead 0
Parcel Address JORDAN DR
JACKSON, MI 49201
Property Class 402 - RESIDENTIAL VACANT
Status Active
Acreage 1.92
Gov't Unit Napoleon
Tax Unit Napoleon
School District NAPOLEON SCHOOL
Liber/Page 2020-802

	2022	2023	2024
Taxable Value	\$8,324	\$8,740	\$9,177
Assessed Value	\$9,800	\$10,400	\$11,800

Tax Description:

BEG AT E 1/4 POST FRL SEC 1 TH N87DEG01'19"W 2657.79 FT ON E&W 1/4 LN OF SD SEC TH N02DEG37'33"E 801.42 FT ON N&S 1/4 LN OF SD SEC TO POB TH CONT N02DEG37'33"E 442.79 FT TH S39DEG09'46"E 490.11 FT TH S01DEG02'47"W 68.35 FT TH N88DEG57'02"W 328.61 FT TO BEG SEC 1 T4S R1E 1.92A Split on 09/25/2003 from 000-19-01-251-002-01;



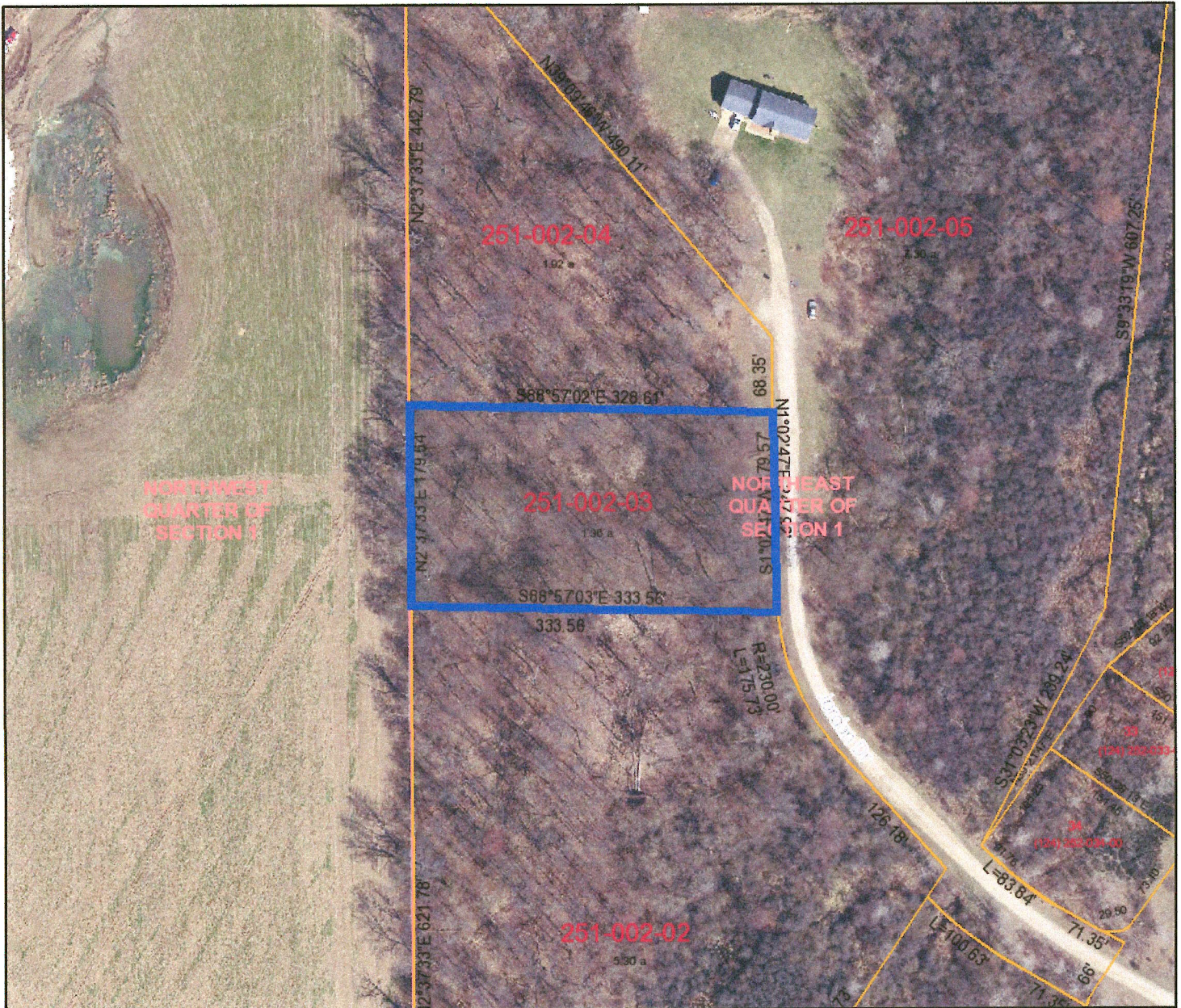
WARNING: Displayed boundaries are NOT SURVEY GRADE and may not reflect legal property description. The intent of this map is to allow easy access and visual display of government information and services. Every reasonable effort is made to ensure the accuracy of this map and data; nevertheless, errors may occur.





Parcel Report - Parcel ID: 000-19-01-251-002-03

3/25/2025



Owner Name MARONE, RICHARD S & SHEILA R
Owner Address 20651 WEDGEWOOD DR
GROSSE POINTE WOODS, MI 48236-
Homestead 0
Parcel Address JORDAN DR
JACKSON, MI 49201
Property Class 402 - RESIDENTIAL VACANT
Status Active
Acreage 1.36
Gov't Unit Napoleon
Tax Unit Napoleon
School District NAPOLEON SCHOOL
Liber/Page 2020-802

	2022	2023	2024
Taxable Value	\$6,722	\$7,058	\$7,410
Assessed Value	\$7,900	\$8,500	\$9,500

Tax Description:

BEG AT E 1/4 POST FRL SEC 1 TH N87DEG01'19"W 2657.79 FT ON E&W 1/4 LN OF SD SEC TH N02DEG37'33"E 621.78 FT ON N&S 1/4 LN OF SD SEC TO POB TH CONT N02DEG37'33"E 179.64 FT TH S88DEG57'02"E 328.61 FT TH S01DEG02'47"W 179.57 FT TH N88DEG57'03"W 333.56 FT TO BEG SEC 1 T4S R1E 1.36A SPLIT ON 09/25/2003 FROM 000-19-01-251-002-01;



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Parcel Report - Parcel ID: 000-19-01-251-002-02

3/25/2025



Owner Name MARONE, RICK
Owner Address 20651 WEDGEWOOD DR
GROSSE POINTE WOODS, MI 48236-
Homestead 0
Parcel Address JORDAN DR
JACKSON, MI 49201
Property Class 402 - RESIDENTIAL VACANT
Status Active
Acreage 5.3
Gov't Unit Napoleon
Tax Unit Napoleon
School District NAPOLEON SCHOOL
Liber/Page 1961/944

	2022	2023	2024
Taxable Value	\$4,269	\$4,482	\$4,706
Assessed Value	\$9,100	\$11,200	\$9,700

Tax Description:

BEG AT E 1/4 POST SEC 1 TH N87DEG01'19"W 2429.86 FT ALG E&W 1/4 LN OF SD SEC TO POB TH CONT N87DEG01'19"W 227.93 TH N02DEG37'33"E 621.78 FT ALG N&S 1/4 LN OF SD FRL SEC 1 TH S88DEG57'03"E 333.56 FT TH 175.74 FT ON THE ARC OF A 230 FT RADIUS CURVE TO THE LEFT, CONTAINING A DELTA ANGLE OF 43DEG46'40", THE LONG CHORD OF WHICH MEASURES S20DEG50'33"E 171.49 FT TH S42DEG43'53"E 126.18 FT TH S36DEG55'33"W 467.73 FT TO BEG SEC 1 T4S R1E 5.30A SPLIT ON 09/25/2003 FROM 000-19-01-251-002-01;



WARNING: Displayed boundaries are NOT SURVEY GRADE and may not reflect legal property description.
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Every reasonable effort is made to ensure the accuracy of this map and data; nevertheless, errors may occur.



Napoleon Township Planning Commission
Minutes – April 24, 2025

Call to Order: 6:01 p.m.

Commission Members Present: Scott Miles, chair; Jeff Kirkpatrick, vice chair; John Hummer, recording secretary; Robert Jones, Heidi Richardson.

Commission Members Absent: Mark LaRocque, Mindy Rice

Also Present: John Worden, zoning administrator.

Approval of Agenda: MOTION by H. Richardson, seconded by J. Hummer, to approve the agenda, with a correction of the spelling of the month of March in agenda item 2—Minutes of March 31, 2025 (“e” should be “r” in March). All Ayes, motion passed.

Approval of Minutes from January 23, 2025: MOTION by J. Hummer, seconded by R. Jones, to approve the minutes from the March 31, 2025. All Ayes. Motion passed.

Case#25-03-0006-Rezoning of 8.5 Acres Vacant Land-From Residential (R-1) to Agricultural for an Orchard-Applicant and Owner Richard and Shelia Marone: S. Miles noted that owner/applicant was not present to explain proposal. Location of property was discussed as being accessed off M-50 just south of Oak Grove Cemetery on Jordan Drive. The property is in the back of the subdivision behind the cemetery. J. Worden stated that the township assessor has combined the three parcels to create the 8.5-acre parcel, noting that there is a minimum of five acres for an agricultural lot. J. Hummer brought up potential use of chemicals on the orchard as an issue given its close proximity to a subdivision. S. Miles added, with the consideration of potential chemical use, there is a tile field near there. J. Worden says that the use of chemicals is regulated by the state. H. Richardson asked about potential use of the orchard for the public. J. Worden replied that that is not their intent. J. Kirkpatrick noted that agricultural land allows putting up a farmstand as permitted by the state. J. Worden confirmed, noting they can do whatever the state Department of Agriculture says they can do, even having farm animals. S. Miles added that the recent draft update of the township master plan encouraged produce stands and farm markets.

J. Kirkpatrick brought up as an alternative to recommending approval of the zoning change to AG – the planning commission could do nothing. If so, and the applicant decided to go commercial, then they would have to pursue a conditional use permit (CUP) with the township. With it being AG, they would not need a CUP. J. Kirkpatrick added that the advantages to the applicant of having it zoned AG is that 1) they get a reduced tax rate, and 2) they can do a lot of stuff without the township’s involvement. S. Miles noted that an adjacent property is agricultural. H. Richardson stated there are a lot of “what ifs” but nothing concrete to recommend denial of the rezoning.

There was no public comment on the case as there was no public present. MOTION by H. Richardson, seconded by R. Jones, to recommend approval of rezoning the three parcels (parcel IDs 000-19-01-251-002-02, 000-19-01-251-002-03, and 000-19-01-251-002-04, totaling 8.5 acres) from Residential (R-1) to Agricultural (AG). Voice vote of 4-1. Motion passed. J. Kirkpatrick cast the lone “no” vote stating that he didn’t think the township needed to rezone the property, noting that they could do what they want to do without rezoning it.

The case will proceed to the Jackson County Planning Commission for their consideration at their May 8 meeting before it comes back to the township board for consideration at its June 10 meeting.

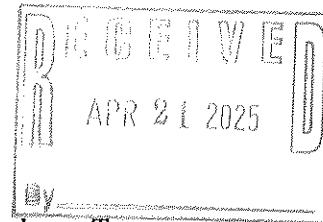
Additional Information

J. Worden reminded commission members that the draft five-year update of the township master plan is currently up for public comment on the township website through May 29. A public hearing will need to take place after that before it comes to the township board for approval.

Meeting adjourned 6:23 p.m.

John Hummer, Recording Secretary

NAPOLEON TOWNSHIP
 6755 S Brooklyn Road. PO Box 385
 Napoleon, Michigan 49261
 Telephone: (517) 536-8694
 Fax: (517) 536-0112



Traci Spring, Clerk

Julie Wilson, Trustee

Dan Wymer, Supervisor

Anita Graham, Treasurer
John Hummer, Trustee

Notice of Availability of the *Napoleon Township* *Master Plan* for Public Comment

Napoleon Township, in Jackson County, Michigan, announces the availability of the 2025 edition of the *Napoleon Township Master Plan* and request comments regarding the document from the recipients of this notice. The following local governments, commissions/committees, and utility and transportation agencies/companies are receiving this notice of intent as required by Section 41 of the Michigan Planning Enabling Act (MCL 125.3841):

- Columbia Township
 - Grass Lake Charter Township
 - Leoni Township
 - Liberty Township
 - Norvell Township
 - Summit Township
 - Jackson County Planning Commission
 - Region 2 Planning Commission
 - Consumers Energy
 - Comcast
 - AT&T
 - Jackson County Dept. of Transportation
 - Michigan Department of Transportation
 - Norfolk Southern Railroad
 - Leoni Sewer Authority
 - Corrigan Oil Company
 - BP Products
 - Panhandle Eastern Pipeline
-
- West Bay Exploration Company
 - Summit Township DPW

The *Napoleon Township Master Plan* is available on the Township website (www.napoleontownship.us). Please notify the Township Clerk in writing if you prefer to receive a hard copy of the document. Comments must be received by the Township Clerk by 5:00 pm on May 29, 2025. The Township Clerk's contact information is listed below:

Traci Spring, Clerk
 Napoleon Township
 6755 Brooklyn Road
 P.O. Box 385
 Napoleon, MI 49261
 517-536-8694 ext. 205
clerk@napoleontownship.us