



# 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: September 11, 2025  
TIME: 6:00 p.m.  
PLACE: 5<sup>th</sup> 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 August 14, 2025, meeting minutes [**ACTION**] ..... 3
4. Approval of agenda  
Approval of the September 11, 2025, meeting agenda [**ACTION**]
5. Request(s) for review, comment, and recommendation
  - a. Consideration of township zoning amendment(s) –  
(1)CZ | #25-19 | Summit Township Zoning Text Amendment [**ACTION**] ..... 5
  - b. Consideration of master plan(s) – *None*
  - c. Farmland and Open Space Preservation Program (PA 116) application(s) – *None*
6. Other business
  - a. Unfinished business – *None*
  - b. New business – *None*
  - 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 October 9th, 2025***

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## MEETING MINUTES

August 14, 2025

5<sup>th</sup> 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; Ms. Mary Wolcott, At Large; Mr. Jim Minnick, Jr., Industrial and Economic Representative; Mr. Ted Hilleary, Education Representative; Mr. Kurt Cole, Environment

**Members Absent:** Ms. Pat Gallagher, At Large; Mr. Russell Jennings, At Large.

**Staff Present:** Mr. Kade Peck, Planner.

**Others Present:** None.

Item 1. **Call to Order and Pledge of Allegiance.** Commissioner Hawley, Jr. called the meeting to order at 6:00 p.m. Those in attendance rose and joined in the Pledge of Allegiance.

Item 2. **Public Comment.** None

Item 3. **Approval of Minutes.** Comm. Cole made a motion, seconded by Hilleary, to approve the July 10, 2025, meeting minutes. *The motion was approved unanimously.*

Item 4. **Approval of the Agenda.** Comm. Wolcott made a motion to approve the agenda for August 14, 2025, seconded by Comm. Hilleary. *The motion was approved unanimously.*

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

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

(1) **CZ | #25-16 | Leoni Township**

Staff referred to a report regarding a rezoning request for a zoning text amendment in Leoni Township about changes in wording around nonconforming uses. Debate occurred around the notice that was sent out and the zoning administrator having more authority in decision-making.

Comm. Wolcott made a motion to recommend **approval** of the rezoning, supported by Comm. Hilleary. *Commissioners took roll call and the recommendation passed.*

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.**

Commissioners discussed the need for updating master plans for the municipalities within Jackson County and asked staff how many municipalities within Jackson County are behind on their master plan updates.

Item 9. **Adjournment.**

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

The meeting adjourned at 6:48 p.m.

Respectfully submitted by:

Kade Peck, Recording Secretary



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## COORDINATED ZONING REPORT | #25-19

**To:** County Planning Commissioners

**From:** Kade Peck, R2PC Planner

**Date:** September 11, 2025

**Proposal:** **Rezoning parcel 000-13-11-401-096-01, 433 E South Street from Agricultural to Light Industrial. The Parcel is 17.75 acres and is located South of South Street in Summit Township.**

### Request

The subject property is proposed for rezoning to Light Industrial (LI) from Agricultural (AG).

### Purpose

The Rezoning Worksheet Form states that the purpose of the proposed change is to allow for a contractors yard.

### Location and Size of the Property

The parcels proposed for rezoning is located in Section 11 of Summit Charter Township. The subject parcel is 17.75 acres and is currently zoned Agricultural (AG).

### Land Use and Zoning

**Current Land Use** – The property is currently vacant. The North is industrial/vacant, the South is agricultural/vacant, the East is Industrial, and West is Cemetery.

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

**Current Zoning** – The property is zoned Agricultural. The North and East are zoned Industrial. The South and West are zoned Agricultural.

### Public Facilities and Environmental Constraints

**Water and Sewer Availability** – Not mentioned in the sheet.

**Public Road/Street Access** – South Street provides street access to the parcel.

**Environmental Constraints** – Wetlands in Southern version.

### Analysis and Recommendation

**Township Planning Commission Recommendation** – The Summit Township Planning Commission approved the rezoning at their August 2025 meeting.

**JCPC Staff Analysis and Advisement** – The proposed use fits into nearby zoning and the future land use. Based upon this analysis, staff advises the Planning Commission to recommend **APPROVAL** to the Summit Township Board of the proposed rezoning to ‘Light Industrial (LI)’.

*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**

## REZONING WORKSHEET FORM



### JACKSON COUNTY PLANNING COMMISSION (COORDINATING ZONING)

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

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

Township of: Summit Township Case #: 25-08-0007  
Township official we may contact: Allan Hooper Phone #: ( 517 ) 788 - 4113  
Applicant: Kyle Bartholomew Phone #: ( 616 ) 402 - 7665  
Rezoning Request: From: Agricultural ( AG-1 ) To: Light Industrial ( I-1 )  
Property Location: Section(s): 11 Quarter Section(s): ☐ NW ☐ NE ☐ SW ☐ SE  
Legal Description and/or Survey Map/Tax Map (please attach) ☐ Yes ☐ No (Please do not use only the Parcel ID Number)  
Parcel Size (if more than one parcel, label "A" - "Z"): 17.75 acres

Please attach location map ☐ Yes ☐ No

What is the existing use of the site? Vacant

What is the proposed use of the site? Contractor's Yard

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

North: industrial/vacant

South: agricultural (vacant)

East: industrial

West: cemetery

What are the surrounding Zoning Districts?

North: Industrial ( \_\_\_\_\_ )

South: Agricultural ( \_\_\_\_\_ )

East: Industrial ( \_\_\_\_\_ )

West: Agricultural ( \_\_\_\_\_ )

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

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) Wetlands on southern portion

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.

# Summit Township Zoning and Land Use Application

Date Received: \_\_\_\_\_

Case#: \_\_\_\_\_

Latest Update: \_\_\_\_\_

① Complete portions of the application in the white areas.

The Zoning Administrator will contact the applicant with scheduling and other information that may be needed.

Questions? Contact the Zoning Administrator:

517 788 4113 ext 234 or email: [ahoooper@summittwp.com](mailto:ahoooper@summittwp.com)

② Application for:

☐ Rezoning

☐ Site Plan Review,

Change or Renewal

☐ Planned Developments

☐ Conditional Use

☐ Home Occupation

☐ Administrative Site Plan

☐ Variance Request

☐ Other

③ Applicant Information (If applicant is different than owner, a letter from the owner to proceed will be required.)

Name (s): \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

④ Owner Information

Name (s): \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

⑤ Property Information

Address or Location: \_\_\_\_\_

Parcel Number(s) : \_\_\_\_\_

**Township Use**

Verify Parcel(s): \_\_\_\_\_

Property Size: \_\_\_\_\_ Current Zoning: \_\_\_\_\_

⑥ Narrative Description of Proposed Use, Change or Variance Request (attach additional pages as needed)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I (we) declare that the information provided in this application is true and accurate to the best of my (our) knowledge.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**Township Use Below**

⑦ Fees:

Application Fee \_\_\_\_\_

Mailing/Advertising \_\_\_\_\_

TOTAL Fees \_\_\_\_\_

⑧ Materials Requested:

Site Plans: 24 x 36 \_\_\_\_ 11x17 \_\_\_\_ PDF

Site Plan Checklist: PDF

Environmental Checklist: PDF

Survey: \_\_\_\_\_

⑨ Agency Approvals

\_\_\_\_ Michigan EGLE

\_\_\_\_ JDOT (Transportation)

\_\_\_\_ JCDC (Drain Comm.)

\_\_\_\_ JCHD (Health Dept)

\_\_\_\_ JCAP (Airport)

\_\_\_\_ Summit Twp DPW

\_\_\_\_ Summit Twp FIRE

\_\_\_\_ Other

⑩ Key Dates

**Meeting Dates:**

Planning Commission \_\_\_\_\_

County Planning Com. \_\_\_\_\_

Zoning Bd Appeals \_\_\_\_\_

Township Board \_\_\_\_\_

**Publication Dates:**

\_\_\_\_\_  
\_\_\_\_\_



## **Zoning Case Summary Report**

**Case#: 25-08-0007**

Rezoning of 433 E South St from AG-1 (Agricultural) to I-1 (Light Industrial) for the purposes of a contractors yard for the storage of equipment for an asphalt paving and repair business.

- Contractor's yards are a permitted use in the I-1 district.
- If rezoning is approved, site plan review would be required to address setbacks, parking, drives, and screening.

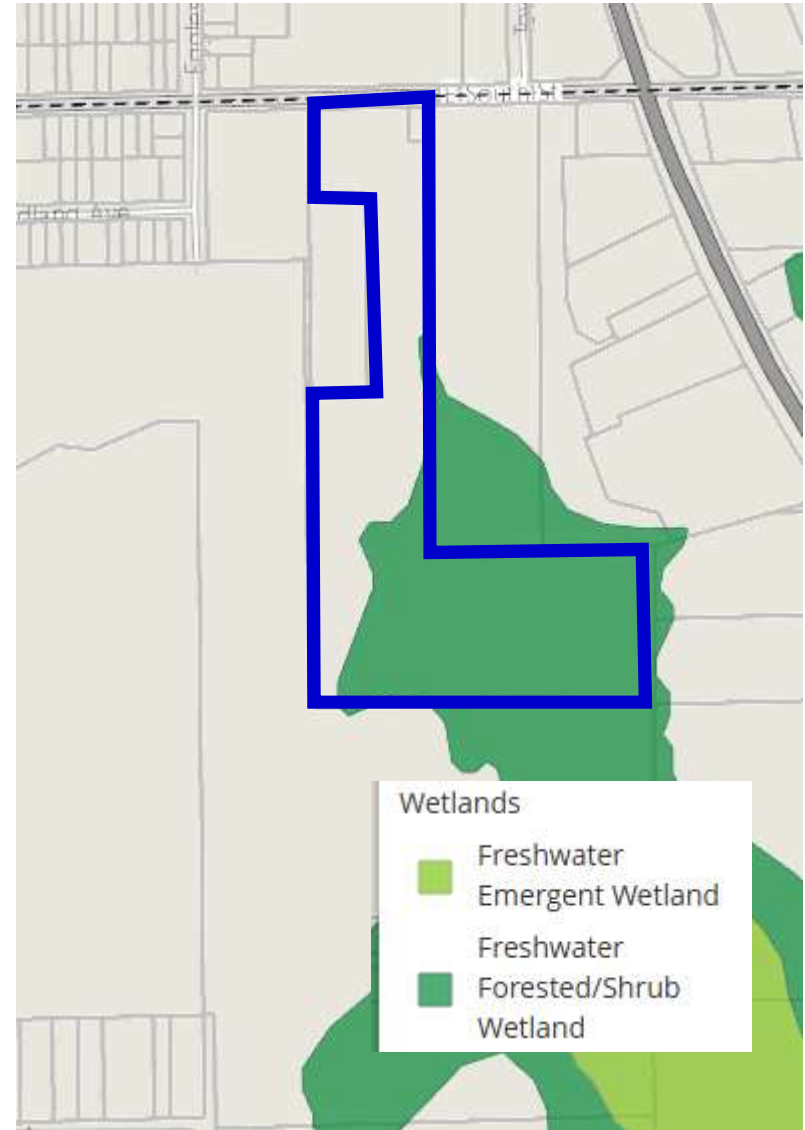
The parcel is currently zoned AG-1, but has limited value for agricultural purposes due to size and wetland conditions. Like some other AG-1 zoned parcels in the Township, this was likely initially left zoned as Agricultural with the initial zoning of the Township due to its size and uncertainty of how else it should be zoned.

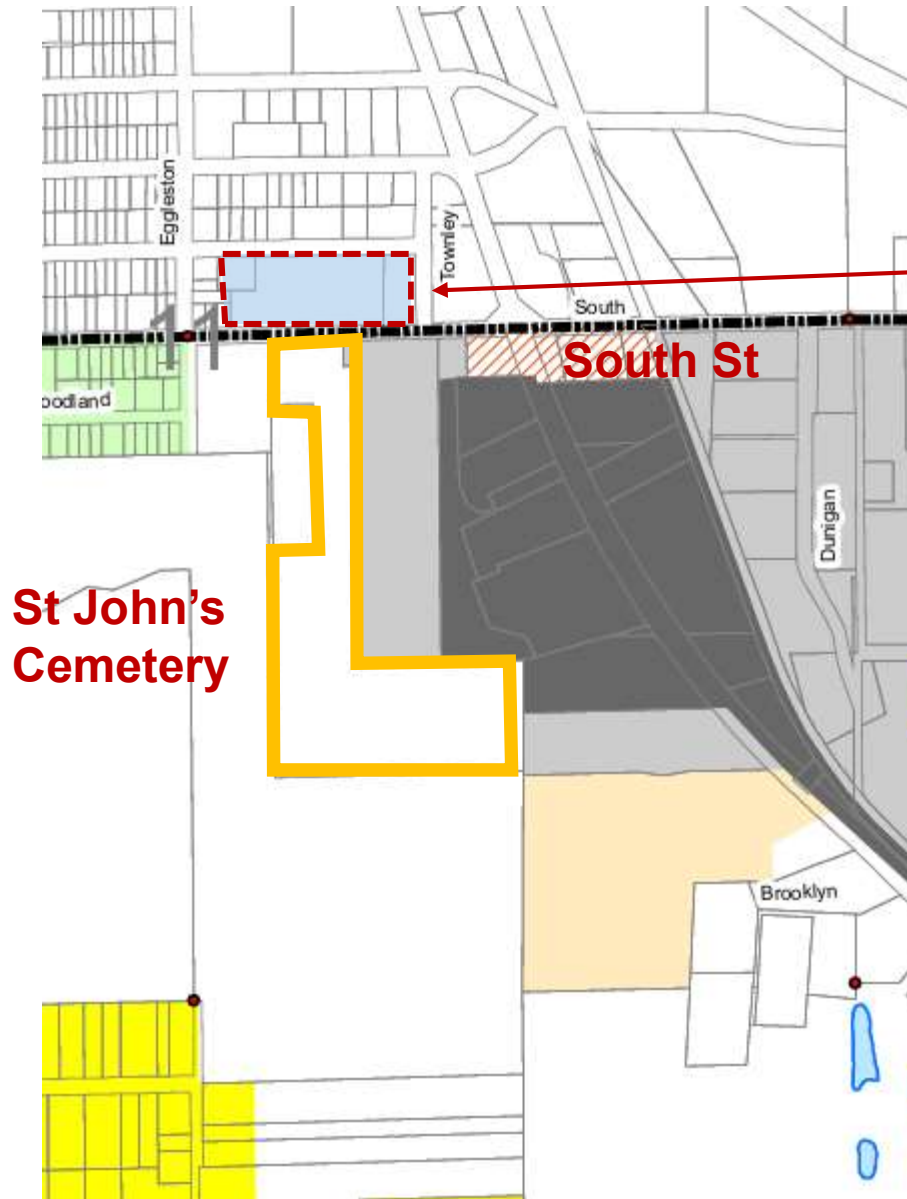
Land use to the East is industrial in nature. Land uses in the City, North of the site, are industrial as well. Land use to the West includes one residence and the St John's Cemetery. A mobile home park is at the SE corner of the property, but this is separated (buffered) by large wetland portions of the site being consideration for rezoning.

Surrounding zoning is industrial to the East, industrial to the North in the City of Jackson and agricultural to the West encompassing the single residence and the cemetery. The mobile home park to the SE is zoned Mobile Home Residential.

The Summit Township Future Land Use Plan indicates the parcel would be suited for future industrial use.

From a planning/zoning perspective, this case would be considered an expansion of current industrial uses into areas indicated for such uses in the future land use plan.





## Current Zoning

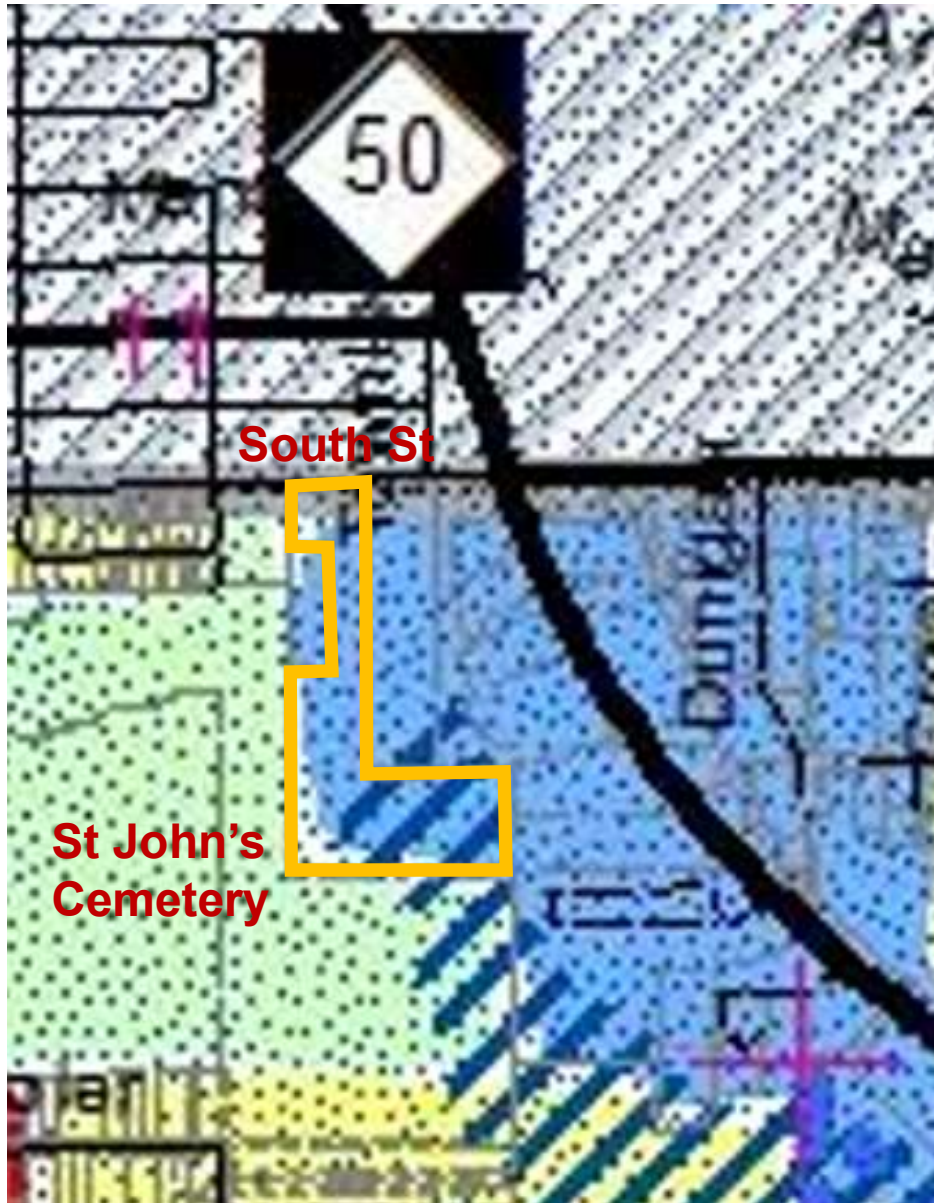
The township zoning ordinance has 433 E South currently zoned AG-1 (Agricultural). Properties to the East are zoned industrial.

Properties to the North (in the City of Jackson) are zoned light industrial.

## LEGEND

AG-1	Agricultural District
RNF-1	Rural Non-Farm Residential District
RS-1	Surban Residential District
RS-2	Surban Residential District
RU-1	Urban Residential District
RU-2	Urban Residential District
RM-1	Multiple Family Residential District
RM-2	Multiple Family Residential District
MH-1	Mobile Home Residential District
PR-1	Planned Residential District
O-1	Office District
PO-1	Planned Office District
C-1	Local Commercial District
C-2	General Commercial District
C-3	Highway Service Commercial District
PC-1	Planned Commercial District
I-1	Light Industrial District
I-2	Heavy Industrial District
PI-1	Planned Industrial District





## 2022 Summit Township Master Plan

Indicates planned future land use for 433 E South St as Industrial.

### Legend

- Low Density Residential
- High Density Residential
- Commercial
- Public/Semi-Public
- Parks and Recreation
- Industrial

**SUMMIT TOWNSHIP  
PLANNING COMMISSION**

Minutes

August 19, 2025

**Members Present:** Jack Shelby, Chairman; Doug Beiswanger, Vice Chairman; Pam Perlos, Secretary; Scott Blakemore; Thomas Biela; George Gancsos Jr.; Mike Way; Jason Covalle; Mark Cesar

Allan Hooper, Summit Township Zoning Administrator.

**Members Absent:** None.

Meeting was called to order by Jack Shelby at 6:00 p.m.

A motion was made by George Gancsos, and supported by Pam Perlos, to approve the agenda as presented. Motion carried unanimously.

A motion was made by Mike Way, and supported by Pam Perlos, to approve the minutes of the May 5, 2025 meeting. Motion carried unanimously.

**Public Hearing Case #25-07-0006: Conditional Use Permit for a Type 2 Home Occupation (hair salon) at 4291 Springbrook Road.**

Introduction made by licensed cosmetologist and owner, Deavynn Martin, regarding her plans for the property. Applicant seeks to build a small structure on the property. The structure would be utilized for a salon, serving a small number of clients with minimal hours. Discussion followed, and a motion was made by Doug Beiswanger, and supported by Jason Covalle to approve the conditional use permit with a site plan completed for administrative review that will meet the requirements of the ordinance. Motion passed unanimously.

**Public Hearing Case #25-08-0007: Rezoning of 433 E. South St. from Ag-1 (Agricultural) to I-1 (Light Industrial).**

Introduction to the endeavor was presented by Kyle Bartholomew, representing Bart's Asphalt. At this time, the applicant desires to rezone the property so that it can be used for the storage of equipment. Discussion followed pertaining mainly to the kind of equipment that would be stored. Mr. Bartholomew assured the board that no asphalt creation would be taking place on

the property, that there would be no odor, and that they utilize environmentally friendly equipment. The applicant envisions building a 5,000-6,000 square foot garage on the property, and has been informed that this would require additional permits and plans. A motion was made by Thomas Biela, supported by Jack Shelby, to approve the permit as submitted. Motion passed unanimously.

**Other Business – None.**

**Public/Commission Member Comments.**

Noah Schneider, 4300 Purdy Drive. Voiced concern regarding battery storage plant.

Andrew Schneider, 5693 Slayton Road. Voiced concern regarding battery storage plant.

Rich Blumenstock, 1761 Lochmoor Blvd. Voiced concern regarding batter storage plant.

**Meeting adjourned at 7:16p.m.**

Respectfully Submitted,

Pam Perlos,  
Secretary, Summit Township Planning Commission

## St. John Catholic Cemetery - Rezoning of 433 E. South Street Concerns



📎 Rezoning Application for 4...

### external links/attachments

Good morning, Allan.

Per our phone conversation yesterday, I am following up with you via email to express St. John Catholic Cemetery's concerns about rezoning the neighboring property at 433 E. South Street from Agricultural to Light Industrial.

St. John Catholic Cemetery is located at 403 E. South Street in Summit Township. We were established in 1866. Our 70 acres of serene burial grounds are directly west of the property at 433 E. South Street that is up for rezoning at the next Summit Township Planning Commission meeting on August 19th.

We are not opposing the rezoning application filed by Kyle Bartholomew (attached) as we see Kyle's business adjacent to the cemetery as a wonderful opportunity for economic growth in Summit Township; however, we are concerned about protecting the sanctity of the cemetery's burial grounds. *We are asking Summit Township to require a hedgerow of the existing trees and shrubs be kept between the two properties during the site plan review process.* We feel this natural buffer will maintain the peaceful environment the cemetery's grounds have sustained for over 158 years.

Thank you for your consideration of our request. If you have any questions, you can contact me via email or by calling the cemetery's office at 517-783-1728.

Sincerely,

Jenny Mietelka

Jenny Mietelka  
Family Service Representative/Site Coordinator  
St. John Catholic Cemetery  
403 E. South Street  
Jackson, MI 49203  
(517) 783-1728 Phone  
(517) 783-1927 Fax

↩ Reply

➡ Forward