



City of
Jonesville

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City of Jonesville
PLANNING COMMISSION AGENDA
Wednesday, December 10, 2014
7:00 P.M. City Hall

- A. CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE
- B. PUBLIC COMMENT
- C. APPROVAL OF AGENDA – **December 10, 2014**
- D. APPROVAL OF MINUTES – **October 8, 2014**
- E. PUBLIC HEARING & SUBSEQUENT ACTION

- F. NEW BUSINESS
 - 1. **2014 Annual Report [Action Item]**
 - 2. **2015 Schedule of Meetings [Action Item]**
 - 3. **2015 Work Plan [Discussion Item]**

- G. ONGOING BUSINESS
 - 1. **Heritage Lane [Discussion Item]**
 - 2. **Recreation Master Plan [Discussion Item]**

- H. ADJOURNMENT



To: Jonesville Planning Commission
From: Tim McLean, Assistant to the City Manager *T.M.*
Date: December 5, 2014
Re: Assistant to the City Manager's Report

F.1 2014 Annual Planning Commission Report

The Planning Commission is required by statute to submit an annual report to its legislative body, the City Council. The report includes operations of the Planning Commission, status of planning activities, planning and development recommendations, and major upcoming fiscal needs. These requirements are associated with the Municipal Planning Act, PA 284 of 1931 and PA 33 of 2008 (Planning & Enabling Act). A motion is necessary to adopt the 2014 Annual Report.

Please refer to the attached 2014 Annual Planning Commission Report.

F.2 2015 Planning Commission Calendar of Meetings

The proposed calendar for Planning Commission meetings in 2015 has been provided. Action must be taken by the Planning Commission to either approve the schedule as written, or make appropriate revisions. It is important to note that in addition to proposed meeting date changes, the Planning Commission also has the option of revising the start times of the meetings. The proposed calendar for 2015 is consistent with existing practices of holding a meeting on the second Wednesday of the month. One item that will also require Planning Commission action is relative to the November meeting. The date the regularly scheduled meeting would be held falls on Veteran's Day in 2015. It is my recommendation that the Planning Commission take action to reschedule that meeting for either Tuesday, November 10 or Thursday, November 12. A motion is necessary to adopt the 2015 calendar.

Please refer the attached 2015 Planning Commission Annual Meeting Calendar.

F.3 2015 Draft Work Plan

The Planning Commission is required by statute to submit a proposed work program to its legislative body, the City Council. The proposed work program should outline current objectives of the Planning Commission both short term (2015) and long term projects. These requirements are associated with the Municipal Planning Act, PA 284 of 1931 and PA 33 of 2008 (Planning & Enabling Act). Staff has developed a tentative draft work plan for 2015. At this time, I would like to engage the Planning Commission in dialogue identifying its priorities for calendar year 2015. Please note that the tentative work plan is not an exhaustive list. Items may be added or removed per the wishes of the Planning Commission. The proposed plan has been categorized under primary and secondary objectives. If Planning Commissioners are comfortable with the proposed Work Plan for 2015, they have the option to adopt the plan at the December meeting. Otherwise this will appear as an action item for the January meeting. A motion is necessary to adopt the 2015 Draft Work Plan.

Please refer to the 2015 Draft Work Plan.

G.1 Heritage Lane

The Heritage Lane project for moderate income housing was awarded low income housing tax credits (LIHTC) from the Michigan State Housing Development Authority (MSHDA) in the spring of 2014. It is expected that Excel Realty Group will be submitting a final site plan to the City in mid-December. The Planning Commission would then have to review the proposed final site plan and take action on that item. Because the final site plan will not be ready prior to the December meeting, it will appear as an action

item on the agenda in January. Peter Jobson of Excel Realty Group will be present at the January meeting to discuss final site plans, and answer any questions or concerns the Planning Commission may have.

Some of the proposed changes for the final site plan will focus on location of a maintenance building. The location of the maintenance building in the intended site plan would create some additional open space for which the developer is exploring some ideas for a "green area." The proposed gazebo would also be moved from the center of the parking lot into the newly created open space.

G.2 Recreation Master Plan

This item is reserved for discussion on work being done to update the Recreation Master Plan. After a recent meeting with Grant Bauman of Region 2 Planning Commission, a tentative timeline has been established for making the necessary updates to the Recreation Master Plan. At this time, no major changes to the plan are being proposed. The State has a mandatory checklist of items. The goal is to comply with that checklist of items. It is intended that the Recreation Committee will have its first meeting in January to begin work on the plan.

The City of Jonesville will once again collaborate with Fayette Township in the updating of the Recreation Master Plan. As a reminder, when the City pays its annual dues to Region 2 Planning Commission, a portion of the dues are set aside for projects/services. There are enough dollars built into this reserve so that, in addition to cost sharing of the Recreation Plan with Fayette Township, no additional out of pocket expenses should be incurred by the City.

Please refer to the attached Community Park, Recreation, Open Space, and Greenway Plan Certification Checklist.