



**CITY OF JONESVILLE
PLANNING COMMISSION AGENDA
JANUARY 10, 2018, 7:00 p.m.
CITY HALL**

- 1. CALL TO ORDER / PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**
- 2. PUBLIC COMMENT**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF MINUTES**
 - A. December 13, 2017 Meeting
- 5. PUBLIC HEARING AND SUBSEQUENT ACTION**
 - A. None
- 6. NEW BUSINESS**
 - A. Master Plan Update – Community Survey
 - B. 2017 Planning Commission Activity Report
 - C. 2018 Planning Commission Work Plan
 - D. Election of Officers
- 7. OTHER BUSINESS**
 - A. Project Updates
- 8. ADJOURNMENT - Next meeting Wednesday, February 13, 2018 at 7:00 pm**

[Action Item]
[Action Item]
[Action Item]
[Action Item]



To: Jonesville Planning Commission
From: Jeffrey M. Gray, City Manager 
Date: January 5, 2018
Re: Manager Report and Recommendations – January 10, 2018 Planning Commission Meeting

6. A. Master Plan Update – Community Survey

[Action]

Staff appreciates the discussion regarding the proposed community survey that took place at the December meeting. Grant Bauman with Region 2 Planning Commission has attempted to consolidate your input into the attached revised survey. We will review and discuss any final changes desired by the Planning Commission at the January meeting.

The tentative schedule for release of the survey, pending Planning Commission input, is to open it to the public on January 12th and to accept responses through February 9th. We intend to target the week of February 26th for a focus group meeting, facilitated by Lisa Miller of MMK Consulting. This should allow time for compilation of the survey data in advance of that meeting. Please review your schedules for the week of the 26th and advise at the meeting of a preferred night or nights for the focus group meeting.

I intend to share the draft survey with the City Council and staff for review and comment. I will share any comments received at the January 10th meeting.

I have advised Grant of a couple of typographical issues that I picked up in the latest draft:

- The intro paragraph opens to refer to this as the first edition of the Master Plan. The first sentence should be amended to read: “An update to the City of Jonesville Master Plan is currently under development by the Planning Commission.”
- Near the end of the paragraph, the City Hall mailing address should be 265 (not 365) E. Chicago St.
- At the end of the survey under General Information, the last question is about number of people in the household. All of the other questions in that section refer to characteristics of “your” household, but that one refers to “my” household. The statement should be amended to read, “Number of people in your household:”. Also, the statement should be italicized to match the format of the other statements in that section.

Please refer to the draft Community Survey.

6. B. 2017 Planning Commission Activity Report

[Action]

The Planning Commission is required to submit an annual report of its activities to the City Council, pursuant to the State Planning Enabling Act (Public Act 33 of 2008). A draft report is attached for consideration and may be amended, as determined necessary by the Commission prior to approval. A motion is necessary to adopt the 2017 Annual Report. *Please refer to the attached draft 2017 Annual Report.*

6. C. 2018 Planning Commission Work Plan

[Action]

The Planning Commission annually adopts a work plan for the coming calendar year. As in the past, the work plan distinguishes between priority goals and those to pursue as time permits. It is recommended that the priority objective should be to complete the 5-year review of the Master Plan. The proposed work plan may be amended as determined necessary by the Planning Commission. The plan will be

forwarded to the City Council with the Annual Report. A motion is necessary to adopt the 2018 Work Plan. *Please refer to the attached copy of the 2018 Planning Commission Work Plan.*

6. D. Election of Officers

[Action]

The Bylaws provide that the Election of Officers will take place annually. The current Chair is Mike Venturini; the Vice-Chair is Jerry Drake; and the Secretary is Christine Bowman. Staff is not an officer, but functions as the Recording Secretary for minutes. Officers are eligible for re-election. Officers are elected by motion, support and vote by the Committee, following the consideration of nominations.

7. A. Project Updates

This section of the agenda is reserved for an update on current and pending projects in the City.

Correspondence:

- Notice of Intent to Plan
- Letter to MEDC re: engagement in Redevelopment Ready Communities (w/out enclosures)