

**TOWNSHIP OF CONCORD  
121 GROVE STREET  
PO BOX 236  
CONCORD, MICHIGAN 49237**

**(517) 524-6804**

January 13, 2020

**Concord Township Board Meeting Agenda**

- 1) Meeting called to order at 6:00 P.M.
- 2) Pledge of Allegiance
- 3) Minutes for December
- 4) Public Comment
- 5) Bills
- 6) Reports
  - a. Treasurer's Report
  - b. Fire Report
  - c. Police Report
  - d. Planning Commission
- 7) Unfinished Business
- 8) New Business
  - a. Changing March Board of Review dates – Wednesday March 11<sup>th</sup> 3 pm to 9 pm  
Thursday, March 12<sup>th</sup> 9 am to 3 pm
  - b. New land division form
- 9) Board Member Comments
  - a. Bush
  - b. Clark
  - c. Dishaw – MTA 2020 Capital Conference Feb. 26<sup>th</sup>
  - d. Carr
- 10) Supervisor Comments





The Concord Township Board met in the Township Office at 121 Grove Street, Concord on Monday, December 9, 2019 for a regularly scheduled meeting.

Members present: Clerk Sheryll Dishaw, Treasurer Judy Clark, Trustee Jim Bush, Supervisor Al Cavasin and Trustee Naomi Carr.

Also present: Aaron Losey, Kilbourn Snow, Ken Wyatt, Kevin Bohl and Deputy Larry Jacobson.

Supervisor Al Cavasin called the meeting to order at 6:00 pm.

Trustee Carr honor led the Pledge of Allegiance.

Minutes for the November meeting were approved by consent with correction of the Total Dispatches for the Police Department during October being 56, not 55.

Public Comment: None.

Clerk Dishaw submitted the monthly bills in the amount of \$14,304.43. The payment of the bills was done by consent.

Reports:

- Treasurer Clark gave the financial conditional of the Township; revenues for November were \$30,059.17 and expenditures were \$19,539.70. The General Fund balance was \$229,024.63.
- Trustee Bush gave the November 2019 Fire Board Report. Runs for October consisted of 30 runs total (12 in the Township, 11 in the Village, 5 Mutual Aids and 2 training). Total of bills including payroll was \$58,083.35, which included the purchase of the new Rescue vehicle. Balance for Stabilization Fund as of November 30th was \$163,998.37. Discussion was held on the selling of the old Rescue vehicle.
- Trustee Carr gave the December 2019 Planning Commission Report. Discussion was held on how to proceed with a new Master Plan, designing signs welcoming people to the township and designing a survey for the Master Plan to be included in next tax mail out.
- Deputy Jacobson gave the November 2019 Police Report. Total Dispatches were 45; with 17 in the Village, 22 in the Township and 6 Out of Area/Backup calls. He also presented the recent Concord Blotter filled with information about his fall during a call, death of a swan, snow shoveling in the village, and an incident involving a family feud.

The reports were approved by consent.

Unfinished Business: None.

New Business: None.

Board Member comments:

- Bush – none.
- Clark – none.
- Carr – none.
- Dishaw – none.

Supervisor's comments:

- Cavasin informed the Board that the Christmas Lighting contest was proceeding and judging will be December 10<sup>th</sup>.

Motioned by Bush, supported by Carr to adjourn at 6:16 pm. Motion was approved.



Al Cavasin, Supervisor

Date: December 11, 2019

## Concord Townships Planning Commission Meeting

8 January 2020

- I. Meeting called to order by Kilburn Snow at 5:35.
  - II. All stood and recited the Pledge of Allegiance.
  - III. Members present: Brian Kessman, Cindy Franssen, Kilburn Snow, Naomi Carr and Kevin Bohl.
  - IV. Brian Kessman motioned for approval of agenda, Naomi Carr second.
  - V. Brian Kessman motioned for approval of December Minutes. Kevin Bohl second.
  - VI. Old Business, there was none.
  - VII. New Business:
    - A. Tiny Homes: with the continued interest in tiny homes, the board has begun discussion on how the township shall proceed. There was much discussion, including coming to the regulation that further research is needed, including seeing how other townships have taken to task this situation.
    - B. Kilburn Snow also would like for the group to become involved with more of Concords students, including going to the classroom to further education of the workings of the Township.
  - VIII. Meeting was adjourned at 6:30.
- Minutes submitted by Kevin Bohl, secretary.

	BEG BALANCE 12/01/19		\$11,701.75		
	DEPOSITS DEC 2019		\$50,830.82		
	CD TRANSFER OUT		\$0.00		
	CD TRANSFER IN		\$0.00		
	EXPENSE DEC 2019		\$22,600.93		
	TOTAL		\$39,931.64		
	BANK BALANCE		\$39,931.64		
	MONEY MKT		\$75,416.20		
	CD - 7113		\$ 118,066.92		
			-----		
			\$ 233,414.76		
	LESS ROAD FUNDS		\$ 10,738.90		
	GENERAL FUND BALANCE		\$ 222,675.86		
	CEMETERY FUNDS - RESTRICTED				
	COUNTY NATL - CEMETERY FD		7328		4071.18
	COUNTY NATL - CHAPEL FD		4259		18144.26
	COUNTY NATL - CEMETERY FD		7664		20147.89
	COUNTY NATL - CEM FDS			TOTAL	42363.33
					=====



User: JUDY  
DB: Concord

## PERIOD ENDING 12/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2019 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BUDGET USED
Fund 101 - GENERAL FUND						
Dept 000						
101-000-402.000	PROPERTY TAX REVENUE	66,500.00	8,293.74	8,287.41	58,206.26	12.47
101-000-434.000	TRAILER FEES	200.00	93.00	0.00	107.00	46.50
101-000-447.000	ADMINISTRATION FEE	28,000.00	10,679.15	2,437.06	17,320.85	38.14
101-000-451.000	1 MILL - ROAD	75,000.00	9,402.29	9,395.11	65,597.71	12.54
101-000-475.000	BUILDING PERMITS	10,500.00	4,875.00	1,200.00	5,625.00	46.43
101-000-477.000	CABLE FRANCHISE FEE	800.00	368.04	0.00	431.96	46.01
101-000-478.000	LIQUOR FEES	350.00	398.75	0.00	(48.75)	113.93
101-000-502.000	STATE FUNDS	154,800.00	51,178.00	0.00	103,622.00	33.06
101-000-503.000	STATE ED BILLING FEE	4,200.00	4,182.50	0.00	17.50	99.58
101-000-573.000	STABILIZATION FUND (STATE)	0.00	0.00	0.00	0.00	0.00
101-000-629.000	ZONING AND BOARD OF APPEALS HEARINGS	0.00	0.00	0.00	0.00	0.00
101-000-630.000	ELECTIONS	2,000.00	0.00	0.00	2,000.00	0.00
101-000-631.000	LAND SPLITS	800.00	330.00	0.00	470.00	41.25
101-000-657.000	POLICE FINES	0.00	0.00	0.00	0.00	0.00
101-000-658.000	ORDINANCE FEES	100.00	100.00	0.00	0.00	100.00
101-000-665.000	INTEREST	4,900.00	1,675.94	14.69	3,224.06	34.20
101-000-665.001	SULLIVAN FUND INTEREST	0.00	0.00	0.00	0.00	0.00
101-000-673.000	POLICE ASSETS SOLD	0.00	0.00	0.00	0.00	0.00
101-000-677.000	MISCELLANEOUS	3,000.00	290.00	100.00	2,710.00	9.67
101-000-678.000	COMMUNITY PROMOTION PROCEEDS	2,500.00	2,311.61	555.00	188.39	92.46
101-000-691.000	TO BALANCE BUDGET-USE OF FUND BALANCE	20,258.00	0.00	0.00	20,258.00	0.00
101-000-693.000	SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00
101-000-699.151	CEMETERY	18,000.00	10,421.00	3,856.00	7,579.00	57.89
Net - Dept 000		391,908.00	104,599.02	25,845.27	287,308.98	
Dept 101 - TOWNSHIP BOARD						
101-101-704.000	TOWNSHIP BOARD	3,120.00	1,430.00	260.00	1,690.00	45.83
101-101-709.000	FICA	194.00	88.66	16.12	105.34	45.70
101-101-711.000	MEDICARE	46.00	20.74	3.78	25.26	45.09
101-101-801.000	ATTORNEY	4,500.00	1,055.00	0.00	3,445.00	23.44
101-101-801.001	AUDIT	4,800.00	4,800.00	0.00	0.00	100.00
101-101-802.000	OFFICE LEASE	7,200.00	3,600.00	600.00	3,600.00	50.00
101-101-880.000	COMMUNITY PROMOTION	2,500.00	1,477.00	925.00	1,023.00	59.08
101-101-900.000	PRINTING AND PUBLISHING	1,800.00	111.36	0.00	1,688.64	6.19
101-101-915.000	MEMBERSHIPS	2,178.00	2,101.90	0.00	76.10	96.51
101-101-935.000	PROPERTY LIABILITY INSURANCE	3,500.00	3,368.00	0.00	132.00	96.23
101-101-935.100	WORKERS COMPENSATION INSURANCE	100.00	72.00	0.00	28.00	72.00
101-101-985.000	CAPITAL EXPENSES	12,900.00	11,366.06	3,199.99	1,533.94	88.11
Net - Dept 101 - TOWNSHIP BOARD		(42,838.00)	(29,490.72)	(5,004.89)	(13,347.28)	
Dept 171 - SUPERVISOR						
101-171-703.000	SUPERVISOR	10,000.00	4,999.98	833.33	5,000.02	50.00
101-171-709.000	FICA	620.00	310.00	51.67	310.00	50.00
101-171-711.000	MEDICARE	145.00	72.50	12.08	72.50	50.00
101-171-752.000	SUPPLIES	200.00	64.15	2.30	135.85	32.08
101-171-791.000	SUBSCRIPTIONS AND PUBLICATIONS	0.00	0.00	0.00	0.00	0.00
101-171-861.000	MILEAGE REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
101-171-911.000	CONFERENCES/TRAINING	400.00	0.00	0.00	400.00	0.00
101-171-912.000	MEETINGS	240.00	0.00	0.00	240.00	0.00
101-171-915.000	MEMBERSHIPS	25.00	25.00	0.00	0.00	100.00

PERIOD ENDING 12/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2019 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Net - Dept 171 - SUPERVISOR		(11,630.00)	(5,471.63)	(899.38)	(6,158.37)	
Dept 215 - CLERK						
101-215-703.002	CLERK	17,300.00	8,650.02	1,441.67	8,649.98	50.00
101-215-704.002	DEPUTY CLERK	3,000.00	630.00	45.00	2,370.00	21.00
101-215-709.000	FICA	1,260.00	575.34	92.17	684.66	45.66
101-215-711.000	MEDICARE	295.00	134.55	21.55	160.45	45.61
101-215-752.000	SUPPLIES	205.00	110.00	0.00	95.00	53.66
101-215-791.000	SUBSCRIPTIONS AND PUBLICATIONS	0.00	0.00	0.00	0.00	0.00
101-215-861.000	MILEAGE REIMBURSEMENT	200.00	31.78	0.00	168.22	15.89
101-215-911.000	CONFERENCES/TRAINING	0.00	0.00	0.00	0.00	0.00
101-215-912.000	MEETINGS	264.00	66.00	0.00	198.00	25.00
101-215-915.000	MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00
101-215-933.000	SOFTWARE MAINTENANCE AGREEMENT	800.00	0.00	0.00	800.00	0.00
Net - Dept 215 - CLERK		(23,324.00)	(10,197.69)	(1,600.39)	(13,126.31)	
Dept 223 - AUDITOR						
101-223-801.001	AUDIT	0.00	0.00	0.00	0.00	0.00
Net - Dept 223 - AUDITOR		0.00	0.00	0.00	0.00	
Dept 247 - BOARD OF REVIEW						
101-247-704.008	BOARD OF REVIEW	950.00	150.00	90.00	800.00	15.79
101-247-709.000	FICA	59.00	9.30	5.58	49.70	15.76
101-247-711.000	MEDICARE	14.00	2.18	1.32	11.82	15.57
101-247-861.000	MILEAGE REIMBURSEMENT	200.00	0.00	0.00	200.00	0.00
101-247-911.000	CONFERENCES/TRAINING	200.00	0.00	0.00	200.00	0.00
Net - Dept 247 - BOARD OF REVIEW		(1,423.00)	(161.48)	(96.90)	(1,261.52)	
Dept 253 - TREASURER						
101-253-703.003	TREASURER	17,300.00	8,650.02	1,441.67	8,649.98	50.00
101-253-704.003	DEPUTY TREASURER	3,000.00	0.00	0.00	3,000.00	0.00
101-253-709.000	FICA	1,260.00	536.30	89.38	723.70	42.56
101-253-711.000	MEDICARE	295.00	125.41	20.91	169.59	42.51
101-253-752.000	SUPPLIES	600.00	557.97	40.00	42.03	93.00
101-253-801.000	SUBSCRIPTIONS AND PUBLICATIONS	465.00	399.00	399.00	66.00	85.81
101-253-851.000	MAIL/POSTAGE	1,320.00	1,255.90	13.00	64.10	95.14
101-253-861.000	MILEAGE REIMBURSEMENT	500.00	270.86	69.02	229.14	54.17
101-253-900.000	PRINTING AND PUBLISHING	0.00	0.00	0.00	0.00	0.00
101-253-911.000	CONFERENCES/TRAINING	1,000.00	100.00	0.00	900.00	10.00
101-253-912.000	MEETINGS	150.00	43.24	11.01	106.76	28.83
101-253-915.000	MEMBERSHIPS	10.00	0.00	0.00	10.00	0.00
101-253-933.000	SOFTWARE MAINTENANCE AGREEMENT	1,600.00	0.00	0.00	1,600.00	0.00



PERIOD ENDING 12/31/2019

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Fund 101 - GENERAL FUND						
101-257-711.000	MEDICARE	302.00	150.66	25.11	151.34	49.89
101-257-752.000	SUPPLIES	100.00	11.76	0.00	88.24	11.76
101-257-791.000	SUBSCRIPTIONS AND PUBLICATIONS	0.00	0.00	0.00	0.00	0.00
101-257-851.000	MAIL/POSTAGE	715.00	90.00	35.00	625.00	12.59
101-257-861.000	MILEAGE REIMBURSEMENT	100.00	46.57	0.00	53.43	46.57
101-257-900.000	PRINTING AND PUBLISHING	0.00	0.00	0.00	0.00	0.00
101-257-911.000	CONFERENCES/TRAINING	205.00	75.00	0.00	130.00	36.59
101-257-912.000	MEETINGS	25.00	0.00	0.00	25.00	0.00
101-257-915.000	MEMBERSHIPS	265.00	265.00	265.00	0.00	100.00
101-257-933.000	SOFTWARE MAINTENANCE AGREEMENT	1,200.00	846.00	0.00	354.00	70.50
Net - Dept 257 - ASSESSOR		(24,982.00)	(12,519.21)	(2,164.14)	(12,462.79)	
Dept 262 - ELECTIONS						
101-262-707.000	ELECTION WORKERS	3,300.00	0.00	0.00	3,300.00	0.00
101-262-709.000	FICA	190.00	0.00	0.00	190.00	0.00
101-262-711.000	MEDICARE	90.00	0.00	0.00	90.00	0.00
101-262-752.000	SUPPLIES	2,800.00	23.31	0.00	2,776.69	0.83
101-262-791.000	SUBSCRIPTIONS AND PUBLICATIONS	0.00	0.00	0.00	0.00	0.00
101-262-851.000	MAIL/POSTAGE	1,200.00	70.00	0.00	1,130.00	5.83
101-262-861.000	MILEAGE REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
101-262-900.000	PRINTING AND PUBLISHING	150.00	0.00	0.00	150.00	0.00
101-262-911.000	CONFERENCES/TRAINING	0.00	0.00	0.00	0.00	0.00
101-262-933.000	SOFTWARE MAINTENANCE AGREEMENT	0.00	0.00	0.00	0.00	0.00
101-262-934.000	OTHER REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	0.00
Net - Dept 262 - ELECTIONS		(7,730.00)	(93.31)	0.00	(7,636.69)	
Dept 265 - BUILDING & GROUNDS						
101-265-704.006	BUILDING & PLANNING	0.00	0.00	0.00	0.00	0.00
101-265-709.000	FICA	0.00	0.00	0.00	0.00	0.00
101-265-711.000	MEDICARE	0.00	0.00	0.00	0.00	0.00
101-265-752.000	SUPPLIES	4,000.00	901.09	407.62	3,098.91	22.53
101-265-810.000	PERMIT EXPENSE	0.00	0.00	0.00	0.00	0.00
101-265-852.000	INTERNET/PHONE	1,700.00	922.37	164.75	777.63	54.26
101-265-854.000	SERVER EXPENSES	1,800.00	1,489.84	0.00	310.16	82.77
101-265-918.000	UTILITIES	3,600.00	1,654.71	274.27	1,945.29	45.96
101-265-934.000	OTHER REPAIRS AND MAINTENANCE	500.00	0.00	0.00	500.00	0.00
101-265-985.000	CAPITAL EXPENSES	0.00	0.00	0.00	0.00	0.00
Net - Dept 265 - BUILDING & GROUNDS		(11,600.00)	(4,968.01)	(846.64)	(6,631.99)	
Dept 266 - ATTORNEY						
101-266-801.000	ATTORNEY	0.00	0.00	0.00	0.00	0.00
Net - Dept 266 - ATTORNEY		0.00	0.00	0.00	0.00	
Dept 268 - PERMITS						
101-268-704.010	EMPLOYEE INSPECTOR	3,000.00	2,376.48	281.21	623.52	79.22
101-268-709.000	FICA	186.00	134.95	5.04	51.05	72.55
101-268-711.000	MEDICARE	44.00	31.56	1.17	12.44	71.73
101-268-752.000	SUPPLIES	1,200.00	59.16	0.00	1,140.84	4.93
101-268-810.000	CONTRACTED INSPECTORS	4,000.00	1,203.33	240.00	2,796.67	30.08

PERIOD ENDING 12/31/2019

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	12/31/2019	(ABNORMAL)	MONTH 12/31/2019	INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND										
Net - Dept 268 - PERMITS		(8,430.00)		(3,805.48)		(527.42)		(4,624.52)		
Dept 301 - POLICE										
101-301-804.000	POLICE CONTRACTED SERVICES	41,000.00		20,389.17		3,414.77		20,610.83		49.73
Net - Dept 301 - POLICE		(41,000.00)		(20,389.17)		(3,414.77)		(20,610.83)		
Dept 336 - FIRE										
101-336-704.004	FIRE BOARD MEMBER	1,440.00		720.00		360.00		720.00		50.00
101-336-709.000	FICA	90.00		44.64		22.32		45.36		49.60
101-336-711.000	MEDICARE	21.00		10.44		5.22		10.56		49.71
101-336-807.000	CONTRACTED	61,000.00		30,278.76		0.00		30,721.24		49.64
Net - Dept 336 - FIRE		(62,551.00)		(31,053.84)		(387.54)		(31,497.16)		
Dept 446 - ROADS										
101-446-806.000	ROADS	75,000.00		34,000.00		0.00		41,000.00		45.33
Net - Dept 446 - ROADS		(75,000.00)		(34,000.00)		0.00		(41,000.00)		
Dept 567 - CEMETERY										
101-567-704.005	SEXTON	2,100.00		1,050.00		175.00		1,050.00		50.00
101-567-709.000	FICA	160.00		65.10		10.85		94.90		40.69
101-567-711.000	MEDICARE	40.00		15.24		2.54		24.76		38.10
101-567-752.000	SUPPLIES	100.00		0.00		0.00		100.00		0.00
101-567-807.000	CONTRACTED	36,000.00		23,611.98		3,483.33		12,388.02		65.59
101-567-918.000	UTILITIES	1,100.00		858.38		160.37		241.62		78.03
101-567-933.000	SOFTWARE MAINTENANCE AGREEMENT	400.00		344.00		0.00		56.00		86.00
101-567-934.000	OTHER REPAIRS AND MAINTENANCE	7,500.00		3,255.60		305.00		4,244.40		43.41
101-567-985.000	CAPITAL EXPENSES	0.00		0.00		0.00		0.00		0.00
Net - Dept 567 - CEMETERY		(47,400.00)		(29,200.30)		(4,137.09)		(18,199.70)		
Dept 701 - PLANNING										
101-701-704.009	PLANNING MEMBERS	4,500.00		1,875.00		900.00		2,625.00		41.67
101-701-709.000	FICA	280.00		116.25		55.80		163.75		41.52
101-701-711.000	MEDICARE	70.00		27.18		13.04		42.82		38.83
101-701-791.000	SUBSCRIPTIONS AND PUBLICATIONS	0.00		0.00		0.00		0.00		0.00
101-701-851.000	MAIL/POSTAGE	100.00		0.00		0.00		100.00		0.00
101-701-861.000	MILEAGE REIMBURSEMENT	300.00		65.54		0.00		234.46		21.85
101-701-900.000	PRINTING AND PUBLISHING	250.00		0.00		0.00		250.00		0.00
101-701-911.000	CONFERENCES/TRAINING	1,000.00		188.00		0.00		812.00		18.80
Net - Dept 701 - PLANNING		(6,500.00)		(2,271.97)		(968.84)		(4,228.03)		
Dept 702 - APPEALS BOARD										
101-702-704.007	APPEALS BOARD MEMBERS	0.00		0.00		0.00		0.00		0.00
101-702-709.000	FICA	0.00		0.00		0.00		0.00		0.00
101-702-711.000	MEDICARE	0.00		0.00		0.00		0.00		0.00
101-702-851.000	MAIL/POSTAGE	0.00		0.00		0.00		0.00		0.00

PERIOD ENDING 12/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2019 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
101-702-861.000	MILEAGE REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
101-702-900.000	PRINTING AND PUBLISHING	0.00	0.00	0.00	0.00	0.00
101-702-911.000	CONFERENCES/TRAINING	0.00	0.00	0.00	0.00	0.00
Net - Dept 702 - APPEALS BOARD		0.00	0.00	0.00	0.00	
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		391,908.00	104,599.02	25,845.27	287,308.98	26.69
TOTAL EXPENDITURES		391,908.00	195,561.51	22,131.99	196,346.49	49.90
NET OF REVENUES & EXPENDITURES		0.00	(90,962.49)	3,713.28	90,962.49	100.00

<b>JANUARY 2020</b>		
<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
BEACON FORMS	YEARLY W-2 FORMS	\$46.19
BRIGHAM HARDWARE	CLEANING SUPPLIES & BATTERIES	\$14.98
BUTTERS EXCAVATING	MONTHLY FEE/CREMATION	\$3,258.33
CONSUMERS ENERGY	DECEMBER USAGE FOR OFFICE	\$118.94
CONSUMERS ENERGY	DECEMBER USAGE FOR CEMETERY-HAVE CREDIT	\$0.00
CREDIT CARD	BOARD OF REVIEW UPDATED TRAINING MANUALS	\$214.65
GBS	MASTER CARDS AND ID CARDS FOR VOTING	\$56.22
GREENSTONE FARM CREDIT	JANUARY RENT	\$600.00
H.THOMAS ELECTRIC	DECEMBER INSPECTIONS/1/3 OF SEMINAR	\$176.67
JACKSON COUNTY TREASURER	DECEMBER POLICE CONTRACT	\$3,414.77
JUDY CLARK	MILEAGE REIMBURSEMENT/TREASURER'S LUNCH/POSTAGE	\$94.45
POSTMASTER	STAMPS FOR ABSENTEE VOTERS AND ASSESSING NOTICES	\$825.00
PRINTER SOURCE PLUS	DECEMBER MAINTENANCE AND COLOR PRINING	\$45.14
SEMCO ENERGY	DECEMBER USAGE	\$81.75
SHERYLL DISHAW	ASSESSOR'S MEETING AND MILEAGE REIMBURSEMENT	\$30.73
VILLAGE OF CONCORD	DECEMBER USAGE FOR CEMETERY	\$51.94
VILLAGE OF CONCORD	DECEMBER USAGE FOR OFFICE	\$86.60
VILLAGE OF CONCORD-FIRE	FIRST QUARTERLY PAYMENT	\$15,514.38
WOW	INTERNET & PHONE CHARGES	\$164.75
	<b>TOTAL</b>	<b>\$24,795.49</b>



## CONCORD BLOTTER DECEMBER 2019



Jackson County Sheriff's Office Report - Concord Detachment D E C E M B E R 2 0 1 9

**PATROL DAYS IN DECEMBER : 21**

**PATROL HOURS WORKED : 168**

**TOTAL DISPATCHES: 44**  
**Concord TOWNSHIP: 20**  
**Concord VILLAGE: 14**  
**Calls OOA (Out of Area / Back-up) 10**

	<i>Village</i>	<i>Township</i>	
<u><b>_TOTAL</b></u>			
Calls for Service	14	20	34
Through 911 Dispatch	4	8	12
Thru Local Means	10	12	22
Traffic Stops	10	7	17
Citations	3	1	4
Verbal Warnings	7	4	11
Motorist Assists	0	2	2
FULL Reports	2	2	4
CHARGE Packages	3	0	3
'Add Narratives'	14	11	25
In-Custody Arrests	0	0	0
Citation Arrests	1	0	1
Warrant / Admin. Arrests	0	0	0
CIVIL CITATIONS	0	1	1
Charges AUTHORIZED	0	0	0
Charges DECLINED	1	0	1
Prop. & Vacation checks	9	18	27
Ordinance Visits	13	6	19
PARKING TICKETS	3	---	3
COURT Appearances	0	1	1



- 911 calls when I was NOT on-duty - 4 (1 village / 3 township)

<u><i>Type of complaints</i></u>	<u><i>Village</i></u>	<u><i>Township</i></u>	<u><i>TOTAL</i></u>
Larceny Complaints	1	1	2
Simple Assaults	1	0	1
Fraud / I.D Theft Complaints	0	0	0
Animal Complaints (Conservation)	1	0	1
Verbal Arguments (TWS)	0	1	1
Domestic Situations	0	1	1
Child Custody / CPS Complaints	1	0	1
Drug Complaints	0	0	0
MDOP Complaints	0	0	0
Trespassing Issues	0	1	1
Alarms	0	1	1
Illegal Dumping Complaints	0	2	2
Traffic Crashes	1	3	4
Traffic Issues (Trees, lines)	0	1	1
B&E (Burglary)	0	0	0
Personal Welfare Checks	1	4	5
Suspicious Situations (BOL's)	0	0	0
Peace Officer / Neighbor Disputes	4	0	4
Lost/Found Property	0	0	0
Tagged vehicles (48 hrs to tow)	0	1	1
VIN Inspections	0	0	0
Computer Crimes & Scams	0	0	0
Natural Deaths	0	0	0
Landlord / Tenant Disputes	0	0	0
Ordinance Complaints (NEW)	3	0	3
Noise Complaints	1	1	2
<i>Misc. Disp. (Assists)</i>	0	3	3



#### **OFF DUTY POLICE RELATED CALLS**

(( These are phone calls, text messages or chat conversations about police related needs while I'm NOT on duty ))

3 Village / 12 Township – 15 TOTAL...

## **CALLS OF NOTE**

- Citations were issued to a Concord High School student who, while riding in a vehicle to the Career Center, decided to throw a water bottle at the back of a school bus to get the attention of someone on the bus.
- Word spread to Concord High School that a group of kids from Springport High School were coming down to the ballfields to engage some CHS students in a large fight. This West Side Story situation was, of course, over a girl. Contact was made with Springport Police and the students involved. Ultimately cooler heads prevailed and no such fight took place.
- I assisted our detective bureau with a sexual assault complaint and interview in the Hanover area.
- A Concord resident filed a complaint that someone had stolen his RV trailer right out of his driveway. Contact was made with the title holder on the trailer and, after a few missed payments, it was discovered the trailer had merely been repossessed.
- A fight occurred at the Concord PS Food Mart between a 45 y/o man and a 66 y/o man over some past issues. A report was completed and sent to the Jackson County Prosecutor's Office for review on possible assault charges.
- I assisted the State Police with a stolen vehicle report on the border of Pulaski and Concord Townships. The vehicle was located and returned to the owner, the suspects have been identified and charges will be sought. The State Police is handling this case although I am helping them.
- The suspects involved in the car theft are loosely affiliated with a large group of thieves, drug addicts and trouble makers that are scattered through Jackson and Calhoun Counties. Over the final 10 days of December, multiple departments and jurisdictions have teamed up to arrest at least 8 of these individuals. The departments involved include:
  - The Jackson County Sheriff's Office
  - The Calhoun County Sheriff's Office
  - The Michigan State Police
  - The Blackman Twp. Dept of Public Safety
  - The Springport Police Dept.

**Deputy Larry Jacobson / Badge# 5606 – Concord Detachment**



## Concord Fire Board Minutes – December 18, 2019

Board Members Present: Meeks, Norris, Bush, Lauer & Clark

Board Members Absent: None

Other Present: Chief Lloyd Mosher

The December 18, 2019 meeting was called to order at 6:00 pm. The Pledge of Allegiance was honored, a quorum declared and agenda approved. Minutes for the November meeting were presented, Lauer made a motion to accept the minutes as printed. Bush supported. Minutes approved.

Chief's Agenda:

Review of runs for the month of November 2019: 27 Runs (12 Township, 11 Village, 2 Mutual Aid & 2 training) with a payroll of \$2,460.00.

Review of bills for November 2019

Operating Supplies – 150.95

Dues & Training – 75.00

Internet/phone – 81.76

Electric – 74.43

Natural Gas – 62.19

Water/Sewer/Garbage – 127.93

Equipment Maintenance – 1205.22

Miscellaneous – 82.88

**Total Bills Paid: \$1,860.36**

Bills were accepted as printed.

Fire Stabilization report showed \$163,998.37 at the end of November 2019.

Chief's Report:

Old Business:

None

New Business:

Gear has been ordered that was damaged in the accident on N. Concord Road. The new Squad 3 (Rescue) is out getting lights and sirens on at Southern Michigan Outfitters and should be service by Christmas.

Public Comment:

None

Board Comment:

None

Next meeting is to be held on January 15, 2020 at 6:00 pm. Clark made a motion to adjourn at 6:30 pm. Bush supported. Motion carried.

Submitted by:

Judy Clark, Secretary

Concord Fire Department  
Incident Summary Listing

November 2019

<u>No.</u>	<u>Date</u>	<u>Time</u>	<u>Type of Run</u>	<u>Address</u>	<u>Municipality</u>	<u>Amount</u>
F19-203	11/2/2019	1518	Wires Arching	315 E Center St	Village	\$105.00
R19-204	11/4/2019	953	Assist JCA	13885 Erie Rd	TWP	\$45.00
TRAIN	11/4/2019	1900	Training	428 Homer Rd	TWP/ Village	\$300.00
R19-205	11/5/2019	1425	Lift Assist	13122 Cornell Rd	TWP	\$45.00
R19-206	11/6/2019	2320	Assist JCA	15491 Elm Row Rd	TWP	\$60.00
R19-207	11/8/2019	1455	Assist JCA	6350 Parsons Rd	TWP	\$60.00
F19-208	11/9/2019	1159	Cancelled Enroute	Erie Rd	TWP	\$105.00
R19-209	11/10/2019	229	Emergency Medical	4551 Mann Rd	TWP	\$90.00
F19-210	11/10/2019	223	Mutual Aid- Cancelled Enroute	123 John St	Parma Twp	\$105.00
R19-211	11/11/2019	1842	Assist PD	M60/N Concord	TWP	\$90.00
F19-212	11/12/2019	1354	C/o Alarm	200 E Main St	Village	\$75.00
R19-213	11/12/2019	1530	Mutual Aid- Ill Subject	992 Finley Rd	Parma Twp	\$45.00
R19-214	11/16/2019	49	Emergency Medical	11225 Sears Rd	TWP	\$45.00
TRAIN	11/17/2019	900	Training	428 Homer Rd	TWP/ Village	\$270.00
R19-215	11/18/2019	1254	Emergency Medical	119 Maple St	Village	\$45.00
F19-216	11/18/2019	1902	Odor Investigation	326 Hanover St	Village	\$202.50
R19-217	11/19/2019	1609	Emergency Medical	511 Homer Rd Apt 7	Village	\$60.00
R19-218	11/20/2019	1059	Emergency Medical	108 S Main St	Village	\$30.00
R19-219	11/21/2019	1601	Emergency Medical	511 Homer Rd Apt 5	Village	\$90.00
R19-220	11/22/2019	34	Emergency Medical	511 Homer Rd Apt 5	Village	\$45.00
F19-221	11/22/2019	2303	False Call	Concord/ King Rd	TWP	\$120.00
R19-222	11/25/2019	2140	Emergency Medical	227 S Main St	Village	\$90.00
F19-223	11/25/2019	2242	Structure Fire	14100 Densmore Rd	TWP	\$390.00
R19-224	11/25/2019	2	Emergency Medical	514 Lake Ct	Village	\$180.00
R19-225	11/25/2019	1018	Emergency Medical	13881 Behling Rd	TWP	\$75.00
F19-226	11/27/2019	2155	Hazard In Roadway	Warner & Concord Rd	TWP	\$120.00
R19-227	11/27/2019	2233	Emergency Medical	228 W Center St	Village	\$120.00

3 Twp Medicals	Village Total Cost	\$1,042.50
8 Village Medicals	TWP Total Cost	\$1,245.00
0 Vehicle Accidents(Twp.)	Twp/ Village	\$570.00
0 Vehicle Accidents(Village.)	Mutual Aid	\$150.00
3 Village Fire calls	Total	\$3,007.50
5 Public Service Assist- JCA---PD		
1 Twp Fire calls		
2 Mutual Aids		
1 Cancelled Enroute		
2 Training		
1 False Call		
1 Hazard/ Weather		



## Fire Stabilization December 31, 2019

Beginning Balance 2019	143,964.26
January Interest	43.52
February Interest	49.96
March Interest	50.71
April Interest	151.34
May Interest	149.88
June Interest	46.65
July Interest	49.40
August Interest	149.69
September Interest	39.05
October Interest	41.85
November Interest	73.36
December Interest	159.25
Public Donations	
1st Quarter Payments	30,279.38
2nd Quarter Payments	30,279.38
3rd Quarter Payments	30,279.38
4th Quarter Payments	30,276.88
Worker's Comp Refund	
Cost Recovery Income	
MML Refund (Liability +Property Pool)	
Miscellaneous	505.00
Total Beginning Balance + Revenues	266,588.94
January Expenses	4,838.16
February Expenses	1,559.50
March Expenses	2,437.15
April Expenses	13,326.72
May Expenses	2,811.02
June Expenses	1,801.99
July Expenses	11,548.33
August Expenses	3,359.86
September Expenses	804.88
October Expenses	58,083.35
November Expenses	1,860.36
December Expenses	26,542.89
Total Expenses	128,974.21
Balance as of December 31, 2019	137,614.73

# Parcel Division Application

Concord Township Office  
P.O. Box 236  
Concord, Michigan 49237

You MUST answer all questions and include all attachments, or this will be returned to you. Bring or mail to the municipality's land division review official (often the zoning administrator).  
Telephone ( ) - for the address.

Approval of a division of land is required **before** it is sold, when the new parcel is less than 40 acres and not just a property line adjustment (§102(e&f)).

In the box, below, fill in where you want this form sent, when the review is completed.

name
address
city, state, zip

This form is designed to comply with §108, 109, 109a, 109b of the Michigan Land Division Act (formerly the subdivision control act, P.A.288 of 1967, as amended (particularly by P.A. 591 of 1996), MCL 560.101 *et seq.*) December 31, 2012.

1. LOCATION of parent parcel to be split:

Address: \_\_\_\_\_, Road Name: \_\_\_\_\_  
Parent parcel number: \_\_\_\_\_  
Legal description of Parent Parcel (attach extra sheets if needed): \_\_\_\_\_

Township or Village Name: \_\_\_\_\_

2. PROPERTY OWNER information:

Name: \_\_\_\_\_ Phone: ( ) - - - -  
Address: \_\_\_\_\_ Road Name: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code -

3. APPLICANT information (if not the property owner)

Contact Person's Name: \_\_\_\_\_  
Business Name: \_\_\_\_\_ Phone: ( ) - - - -  
Address: \_\_\_\_\_ Road Name: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code -

4. PROPOSAL: Describe the division(s) being proposed:

- A. Number of new Parcels \_\_\_\_\_  
B. Intended use (residential, commercial, etc.) \_\_\_\_\_  
C. The division of the parcel provides access to an existing public road by: (check one)  
\_\_\_\_\_ Each new division has frontage on an existing public road.  
\_\_\_\_\_ A new public road, proposed road name: \_\_\_\_\_ (Road name can not duplicate an existing road name.)  
\_\_\_\_\_ A new private road, proposed road name: \_\_\_\_\_ (Road name can not duplicate an existing road name.)  
\_\_\_\_\_ A recorded easement (driveway). (Can not service more than two potential sites)

4A. Write here, or attach, a legal description of the proposed new road, easement or shared driveway (attach extra sheets if needed): \_\_\_\_\_

4B. Write here, or attach, a legal description for each proposed new parcel (attach extra sheets if needed): \_\_\_\_\_

5A. FUTURE DIVISIONS that may be allowed but not included in this application: \_\_\_\_\_

5B. Did the parent parcel have any unallocated divisions under the Land Division Act? \_\_\_\_\_

5C. Were any unallocated divisions transferred to the newly created parcel(s)? \_\_\_\_\_

5D. If so how many ("zero," "all," or specific number)? \_\_\_\_\_

Identify the other parcel(s) future divisions are transferred to: \_\_\_\_\_

(See section 109(2) of the Statute. Make sure your deed includes both statements as required in section 190(3) and 109(4) of the Statute.)

5E. Jackson County Treasurer Tax Certification for last for last five years? Yes \_\_\_\_\_ No \_\_\_\_\_



6. DEVELOPMENT SITE LIMITS Check each that represents a condition which exists on the parent parcel. Any part of the parcel:
- ☐ is in a DNR-designated critical sand dune area.
  - ☐ is riparian or littoral (it is a river or lake front parcel).
  - ☐ is affected by a Lake Michigan High Risk Erosion setback.
  - ☐ includes a wetland.
  - ☐ includes a beach.
  - ☐ is within a flood plain.
  - ☐ includes slopes more than twenty five percent (a 1:4 pitch or 14° angle) or steeper.
  - ☐ is on muck soils or soils known to have severe limitations for on site sewage systems.
  - ☐ is known or suspected to have an abandoned well, underground storage tank or contaminated soils.

7. ATTACHMENTS (all attachments must be included). Letter each attachment as shown here.

- ☐ A. Map, drawn to scale of \_\_\_\_\_ (insert scale), of the proposed division(s) of the parent parcel showing:
- ☐ (1) boundaries as of March 31, 1997, and
  - ☐ (2) all previous divisions made after March 31, 1997 (indicate when made or none), and
  - ☐ (3) the proposed division(s), and
  - ☐ (4) dimensions of the proposed divisions, and
  - ☐ (5) existing and proposed road/easement rights-of-way, and
  - ☐ (6) easements for public utilities from each parcel to existing public utility facilities, and
  - ☐ (7) any existing improvements (buildings, wells, septic system, driveways, etc.)
  - ☐ (8) any of the features checked in question number 6.
  - ☐ (9) any cemetery which is adjacent to, or may have had access through this parcel.
- ☐ B. A copy of the proposed deed(s) which contains the following statement: "This property may be located within the vicinity of farm land or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan Right to Farm Act."
- ☐ C. A copy of the proposed deed(s) which includes a statement which substantially reads: "The grantor grants to the grantee the right to make [insert a specific number or after March 13, 2018 "zero," "all," or a specific number] division(s) under section 108 of the Land Division Act, Act No. 288 of the Public Acts of 1967" or the right to make further divisions stays with the parent parcel.
- ☐ D. A copy of the proposed deed(s) for any parcel that is 20, or more, acres in size and which is not accessible includes a statement which reads: "This parcel is not accessible as defined in the Land Division Act, 1967 PA 288, M.C.L. 560.101 to 560.293."
- ☐ E. Indication of approval, or permit from the County Road Commission, MDOT, or respective city/village street administrator, for each proposed new road, easement or shared driveway.
- ☐ F. If the division includes a new public or private road; a copy of approval by the County Addressing authority.
- ☐ G. A fee of \$ \_\_\_\_\_
- ☐ H. Other (please list) \_\_\_\_\_

8. IMPROVEMENTS Describe any existing improvements (buildings, well, septic, etc.) which are on the parent parcel, or indicate none (attach extra sheets if needed): \_\_\_\_\_

9. AFFIDAVIT and permission for county and state officials to enter the property for inspections:

I agree the statements made above are true, and if found not to be true this application and any approval will be void. Further, I agree to comply with the conditions and regulations provided with this parent parcel division. Further, I agree to give permission for officials of the County and the State of Michigan to enter the property where this parcel division is proposed for purposes of inspection to verify the information on the application is correct. Finally, I understand this is only a parcel division which conveys only certain rights under the a municipal land division ordinance, and the Michigan Land Division Act (formerly the Subdivision Control Act, P.A.288 of 1967, as amended (particularly by P.A. 591 of 1996), MCL 560.101 et. seq.), is not a representation or determination the resulting parcels comply with other ordinances or regulations, and does not include any representation or conveyance of rights in any other statute, building code, zoning ordinance, deed restriction or other property rights.

Further, I understand the municipality granting approval of this division(s) resulting in less than 1 acre in size is not liable if a building permit is not issued for the parcel due to non-approvable on-site water or on-site sewage disposal. Checking with the District Health Department for septic and water is the landowner's responsibility.

Finally even if this division is approved, I understand zoning, local ordinances and State Acts change from time to time, and if changed the divisions made here must comply with the new requirements (apply for division approval again) unless deeds, land contracts, leases or surveys representing the approved divisions are recorded with the Register of Deeds or the division is built upon before the changes to laws are made.

Property Owner's Signature \_\_\_\_\_

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

DO NOT WRITE BELOW THIS LINE:

Reviewer's Action

TOTAL \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

Approved: Conditions, if any: \_\_\_\_\_

Denied: Reasons (cite §): \_\_\_\_\_

Signature and date: \_\_\_\_\_



# Jackson County Planning Commission

Staffed by the Region 2 Planning Commission (R2PC)

120 W. Michigan Avenue • Jackson, MI 49201

Phone (517) 788-4426 • Fax (517) 788-4635

## MEETING MINUTES

December 12, 2019

5<sup>th</sup> Floor Commission Chambers • Jackson County Tower Building • Jackson, Michigan

**Members Present:** Mr. Roger Gaede, Environment; Ms. Nancy Hawley, At Large; Mr. Ted Hilleary, Education; Mr. Russ Jennings, At Large; Mr. Corey Kennedy, Jackson County Board of Commissioners; Ms. Jennifer Morris, At Large; and Mr. Jim Videto, Agriculture

**Members Absent:** Mr. Timothy Burns, At Large, and Ms. Amy Guerriero, Industry and Economics;

**Liaisons Present:** Mr. Grant Bauman, Principal Planner

**Others Present:** None.

Item 1. **Call to Order and Pledge of Allegiance.** The meeting was called to order at 6:00 p.m. by Secretary Morris. Those in attendance rose and joined in the Pledge of Allegiance.

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

Item 3. **Approval of Minutes.** A motion was made by Comm. Hilleary, and seconded by Comm. Hawley, to **approve** the November 7, 2019, meeting minutes as presented. *The motion was approved unanimously.*

Item 4. **Approval of the Agenda.** A motion was made by Comm. Kennedy, and seconded by Comm. Hilleary, to **approve** the December 12, 2019, meeting agenda as presented. *The motion was approved unanimously.*

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

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

(1) **CZ #19-34 – Leoni Township**

Staff summarized his report regarding the proposed rezoning of the subject property—known as Parcel ID #000-09-29-326-002-00 and located in Section 29 (T2S-R1E) of the Township—from ‘agricultural (AG-1)’ to ‘heavy industrial (M)’. County Planning Commissioners were advised to recommend **disapproval** of the rezoning (please see the staff report).

A motion was made by Comm. Videto, and seconded by Comm. Hilleary, to concur with the staff advisement to recommend **disapproval** of the ‘M’ rezoning request to the Leoni Township Board (please see the staff report). *The motion was approved unanimously.*

(2) **CZ #19-35 – Henrietta Township**

Staff summarized his report regarding the proposed rezoning of the subject properties—known as Parcel ID #000-04-21-101-003-02 and #000-04-21-003-03 and located in Section 21 (T1S-R1E) of the Township—from ‘agricultural (AG-1)’ to ‘commercial (C-1)’. County Planning Commissioners were advised to recommend **approval** of the text amendments (please see the staff report). Comm. Morris suggested that the Township consider amending its future land use map to make the existing commercial node larger.

A motion was made by Comm. Morris, and seconded by Comm. Jennings, to recommend **approval with comments** of the ‘C-1’ rezoning request to the Henrietta Township Board (please see the staff report and these minutes). *The motion was approved unanimously.*

(3) **CZ #19-36 – Norvell Township**

Staff summarized his report on the proposed text amendments to the *Norvell Township Zoning Ordinance* regarding ‘wireless communication facility and structures’ and the ‘keeping of animals’ (specifically ‘miniature horses’). County Planning Commissioners were advised to recommend separate **approvals with comments** of the amendments regarding ‘wireless communication facility and structures’ and the ‘keeping of animals’ (please see the staff report). Comm. Morris suggested that the security fences be required to be ‘solid’ rather than ‘woven wire’.

A motion was made by Comm. Kennedy, and seconded by Comm. Jennings, to concur with the staff advisement to recommend **approval with comments** of the text amendments regarding ‘wireless communication facility and structures’ to the Norvell Township Board. *The motion was approved unanimously.*

A motion was made by Comm. Hawley, and seconded by Comm. Hilleary, to concur with the staff advisement to recommend **approval with comments** of the text amendments regarding the ‘keeping of animals’ to the Norvell Township Board. *The motion was approved unanimously.*

b. **Consideration of Master Plan(s).**

(1) **MP #19-06 – Concord Area**

Staff summarized its report on the proposed *Concord Area Master Plan* (please see the staff report). County Planning Commissioners were advised to state that in the opinion of the Commission, the proposed master plan is generally consistent with: (1) the master plans of adjacent Jackson County municipalities and (2) the Jackson Community Comprehensive Plan. Comm. Videto stated that the proposed mixed use corridor along M-60 is inconsistent with adjacent townships and Comm. Morris remarked on its large width. Comm. Hawley noted that by establishing such a large mixed use corridor, the Village and Township may find it more difficult to maintain and fill existing development in the area.

A motion was made by Comm. Hilleary, and seconded by Comm. Videto, to concur with the staff advisement (please see the staff report). *The motion was approved unanimously.*



- c. **Farmland & Open Space Preservation Program (PA 116) application(s).** None.
- Item 6. **Other Business.**
  - a. **Unfinished Business.**
    - (1) **Jackson County Master Plan | Existing Land Use**

Staff provided County Planning Commissioners with more detailed existing land use mapping utilizing assessment data. Residential, commercial and industrial, and exempt uses are highlighted on separate maps and a new map displays areas of low-intensity and high-intensity land uses which should be useful in creating a generalized countywide future land use map.
    - (2) **Jackson County Master Plan | Next Steps**

County Planning Commissioners decided to postpone the discussion on next steps until the January 9, 2020, meeting. Staff was directed to provide digital copies of the existing land use maps (large scale) and other background materials to the Commissioners prior to the meeting.
  - b. **New Business.**
    - (1) **2019 JCPC Annual Report**

Staff provided County Planning Commissioners with the Annual Report for 2019, summarized its content, and requested approval so that it can be submitted to the County Board in January.

A motion was made by Comm. Gaede, and seconded by Comm. Hawley, to **approve** the 2019 JCPC Annual Report as presented. *The motion was approved unanimously.*
- Item 7. **Public Comment.** None.
- Item 8. **Commissioner Comment.** None.
- Item 9. **Adjournment.** The meeting was adjourned by Secretary Morris at 7:04 p.m.

Respectfully submitted by:  
Grant Bauman, Recording Secretary



# 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

## MASTER PLAN REPORT | #19-06

**To:** County Planning Commissioners

**From:** Grant E. Bauman

**Date:** December 12, 2019

### **Proposal: Review of the proposed Concord Area Master Plan**

The proposed future land use map does not differ from the future land use map contained in the current edition of the master plan, with one major exception: the proposed 'mixed-use' (i.e., residential and commercial) area has been expanded to cover the entire Spring Arbor Road (M-60) corridor outside of the Village.

### **Purpose**

Section 41 (3) of the Michigan Planning Enabling Act (PA 33 of 2008) states that "if the county planning commission . . . that receives a copy of a proposed [municipal] master plan under subsection (2)(e) submits comments, the comments shall include, but need not be limited to, both of the following as applicable:

- (a) A statement whether the county planning commission . . . considers the proposed master plan to be inconsistent with the master plan of any municipality or region described in subsection (2)(a) or (d).
- (b) If the county has a county master plan, a statement whether the county planning commission considers the proposed master plan to be inconsistent with the county master plan"(MCL 125.3841(3)).

### **Analysis and Recommendation**

***Is the proposed master plan inconsistent with the master plan of any adjacent municipality in Jackson County?***

1. **Parma Township.** An area recommending 'agricultural' uses predominates along the northern border of the Concord Area although a 'commercial' node and a couple of small 'low-density residential' areas are also identified (see Map 1). 'Agricultural' uses are recommended along the border in Parma Township (see Map 2).
2. **Sandstone Township.** An area recommending 'agricultural' uses is located in the northeastern corner of the Concord Area (see Map 1). 'Low density residential' uses are proposed in Sandstone Township's southwestern corner (see Map 3).
3. **Spring Arbor Township.** The area recommending 'mixed-use' development along M-60 extends to the Concord Area's eastern border and a 'low-density residential' area is located further to the north. However, an area recommending 'agricultural' uses predominates (see Map 1). Areas recommending 'agricultural', 'low-density residential', and 'light industrial' uses are located along Spring Arbor Township's western border (see Map 4).

4. **Hanover Township.** An area recommending 'agricultural' uses is located in the southeastern corner of the Concord Area (see Map 1). An 'agricultural' area is proposed for Hanover Township's northwestern corner (see Map 5).
5. **Pulaski Township.** With the exception of the 'low-density residential' uses recommended along the Pulaski Road corridor, areas recommending 'agricultural' uses predominate the Concord Area's southern border (see Map 1). Areas recommending 'agricultural', 'recreation open space' and 'residential' uses are proposed along Pulaski Township's northern border (see Map 6).

***Is the proposed master plan inconsistent with Jackson County's master plan?***

An area recommending 'agricultural' uses predominates the Concord Area. A mix of areas recommending 'low- and medium-density residential', 'general and highway commercial', 'light industrial' and 'parks and recreation and institutional' uses are proposed in the Village of Concord and its surroundings. A 'mixed-use' (i.e., residential and commercial) corridor is recommended along the entire M-60 corridor in Concord Township. There are other areas of 'low-density residential' scattered throughout the Township as well as a couple of non-residential nodes (see Map 1). The Jackson Community Comprehensive Plan recommends a mix of 'residential' and 'commercial' uses in the Village and along Pulaski Road and 'agricultural' uses in almost all of the Township. Most of the Concord Area is also located in an 'agricultural preservation area' (see Maps 7a and 7b).

**Staff Advisement** – Based upon the above analysis, staff advises the Jackson County Planning Commission to state that, in its opinion, the proposed Concord Area Master Plan is generally consistent with:

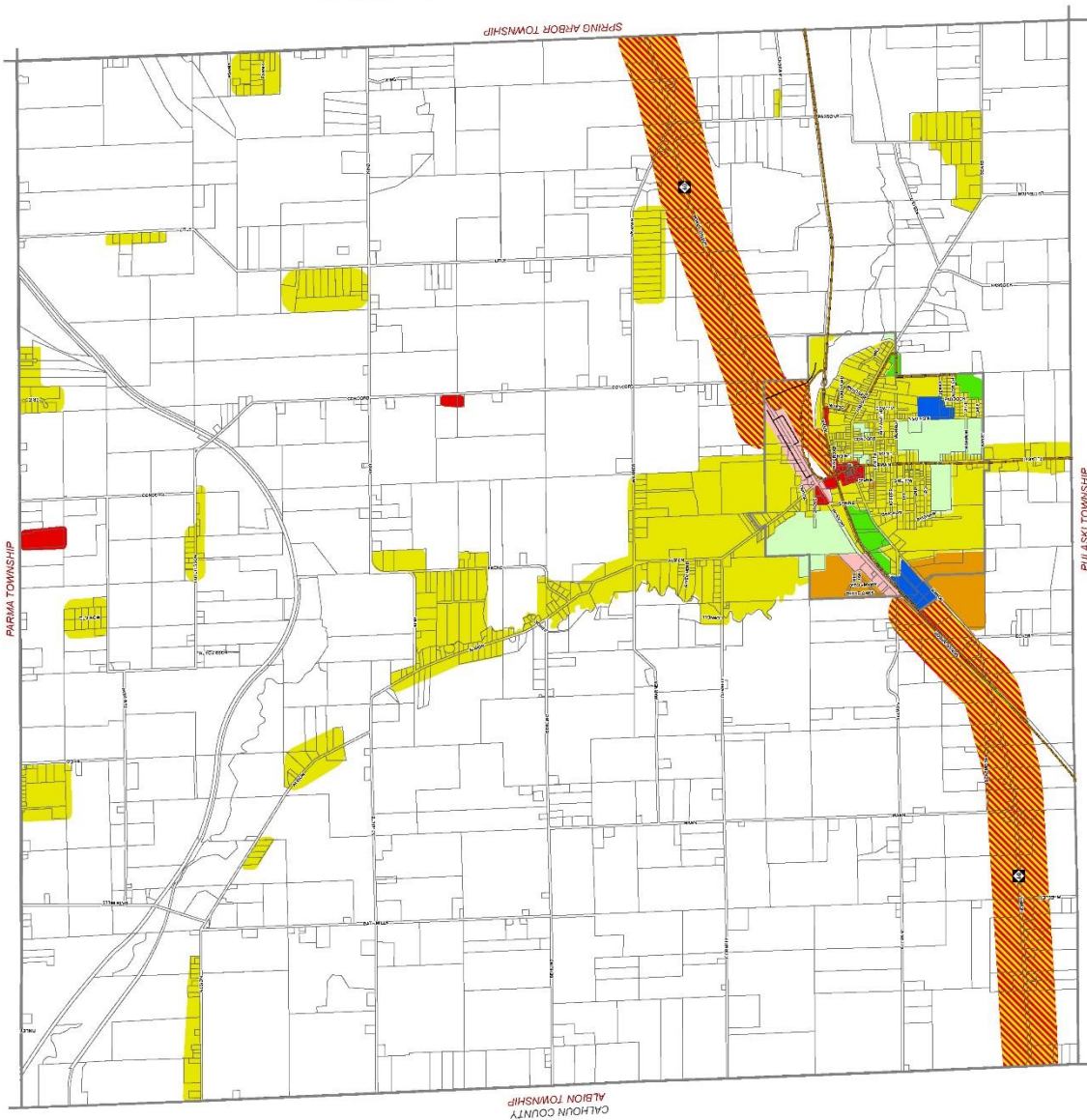
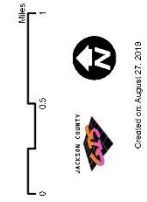
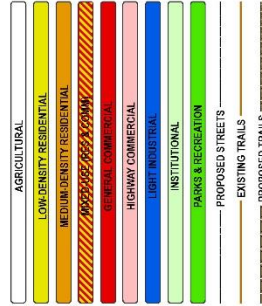
- The master plans of adjacent Jackson County municipalities and
- The Jackson Community Comprehensive Plan.

Staff also advises Commissioners to recommend that the proposed 'mix-use' corridor proposed along M-60 be reduced to a couple of smaller areas in the vicinity of the Village of Concord. The corridor as proposed is likely too large to develop cohesively and efficiently within the next 20 years. It will simply encourage widely dispersed commercial and residential developments along the entire corridor with no center(s) or relationships to each other. The proposed corridor would also degrade the way in which most people experience the Concord Area's rural character, contradicting goal #2 of the plan: 'Preserve the Rural Character of the Township and Village'.

# Map 1 Concord Area

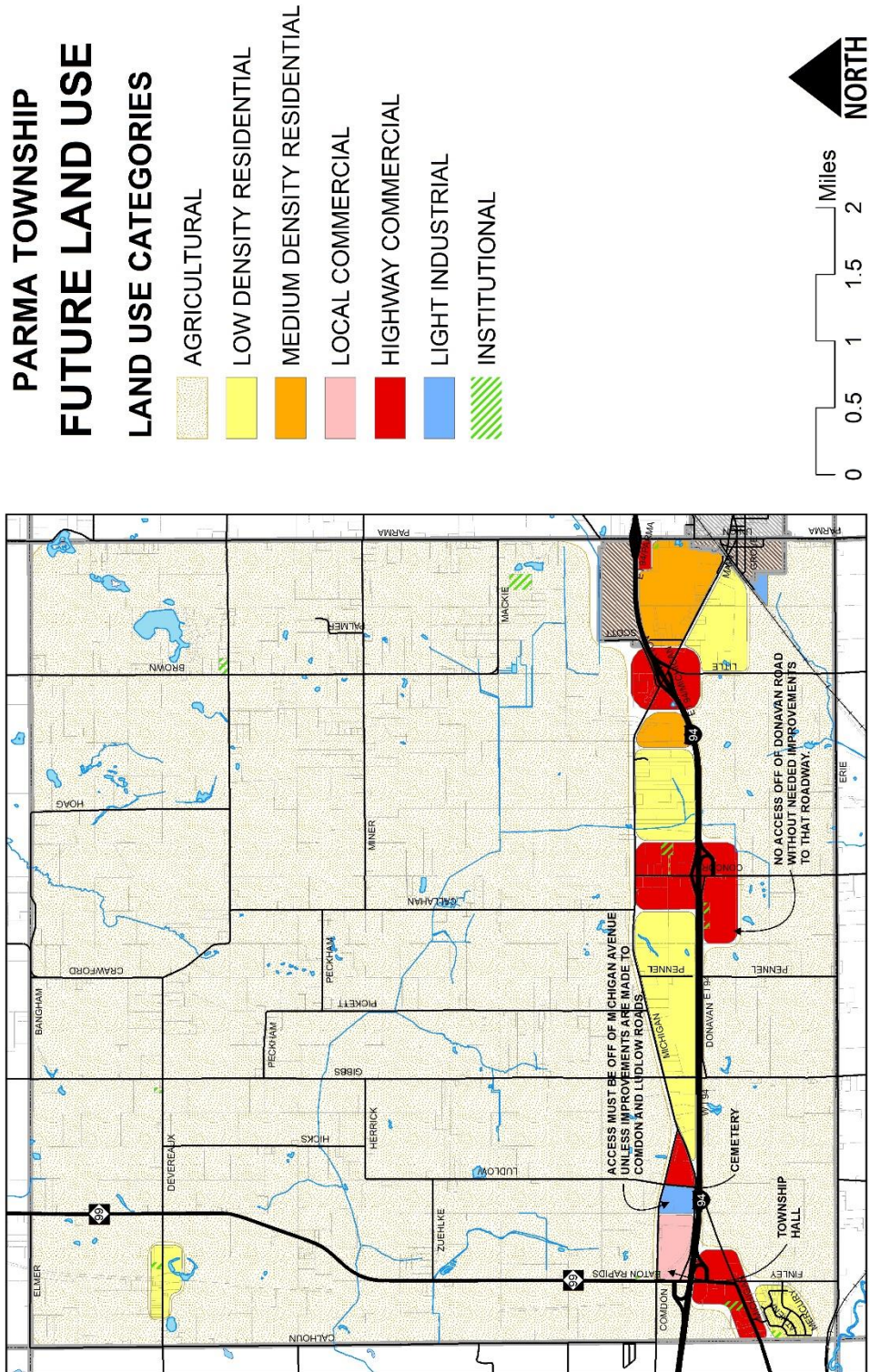
## CONCORD AREA Jackson County, Michigan

### DRAFT FUTURE LAND USE PLAN



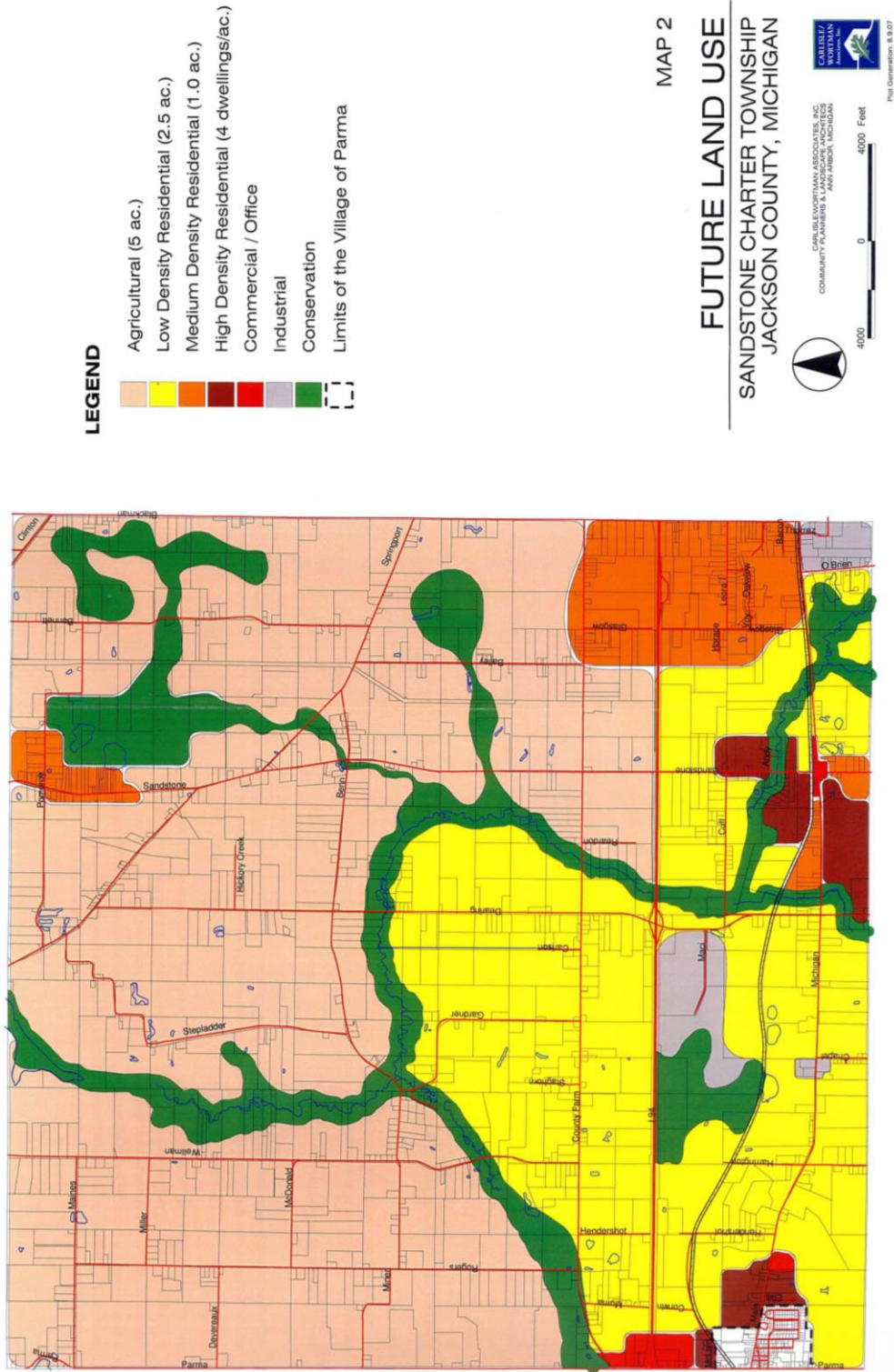


**Map 2**  
**Parma Township**

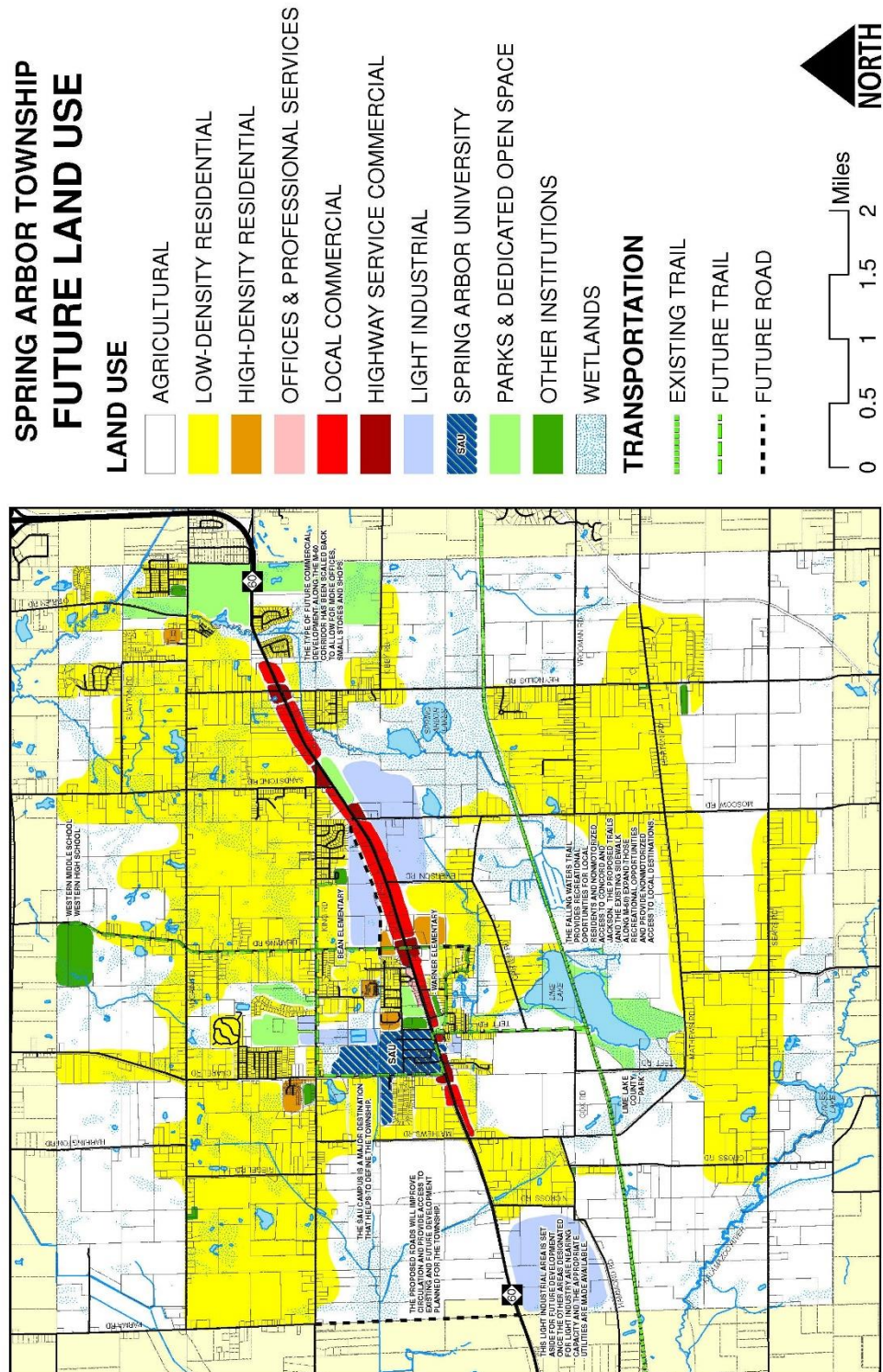




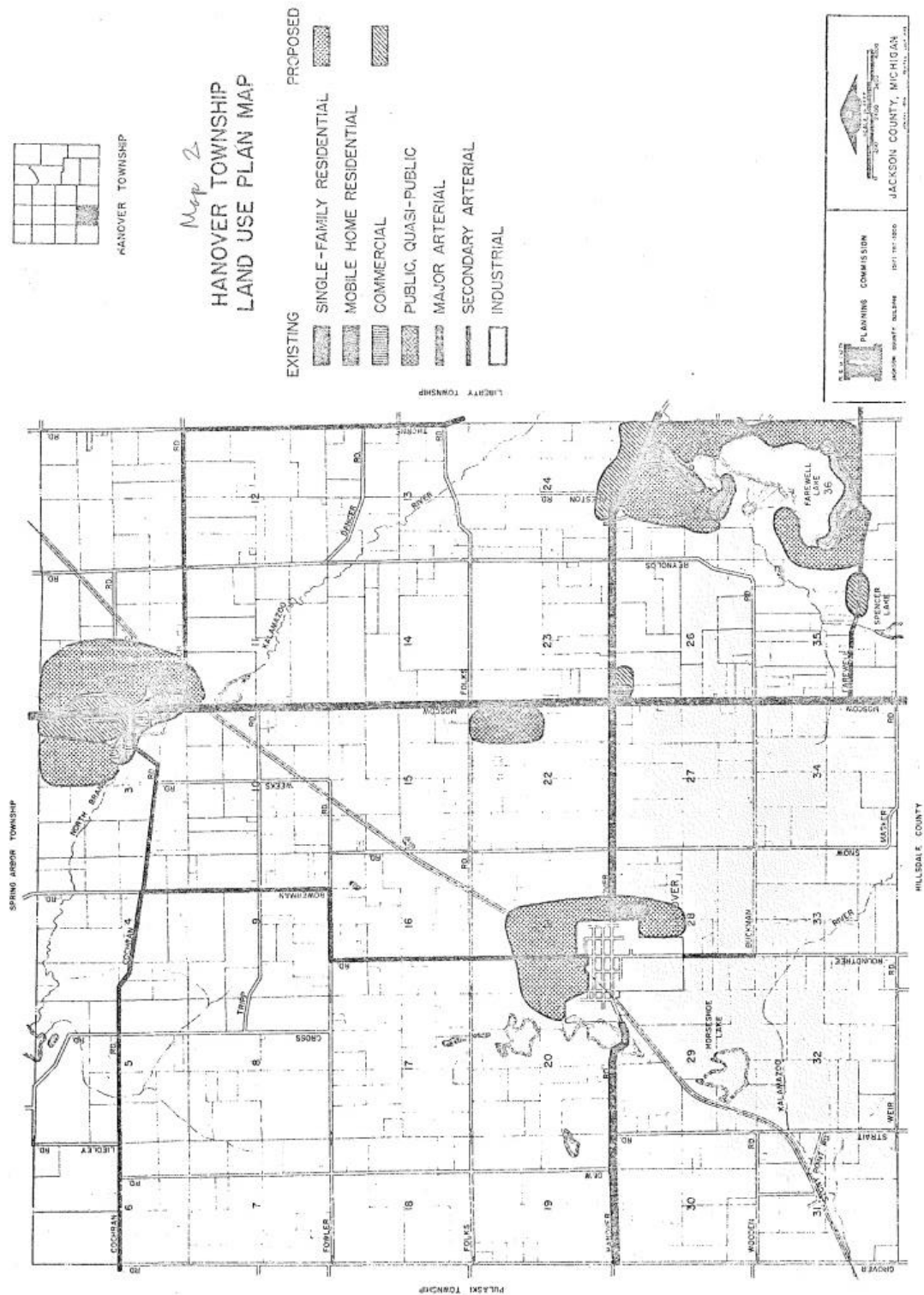
# Map 3 Sandstone Township



## Map 4 Spring Arbor Township

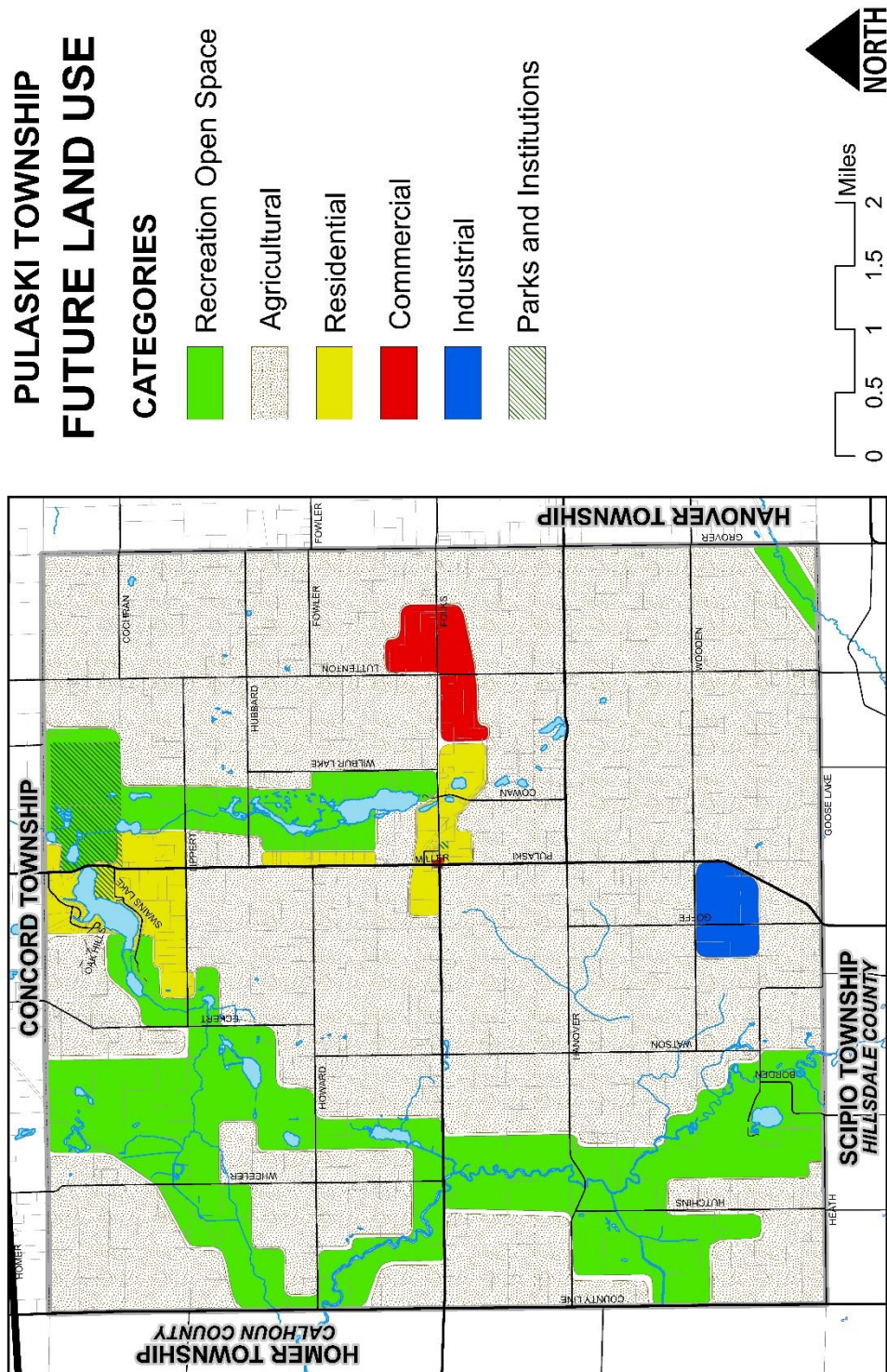


## Map 5 Hanover Township





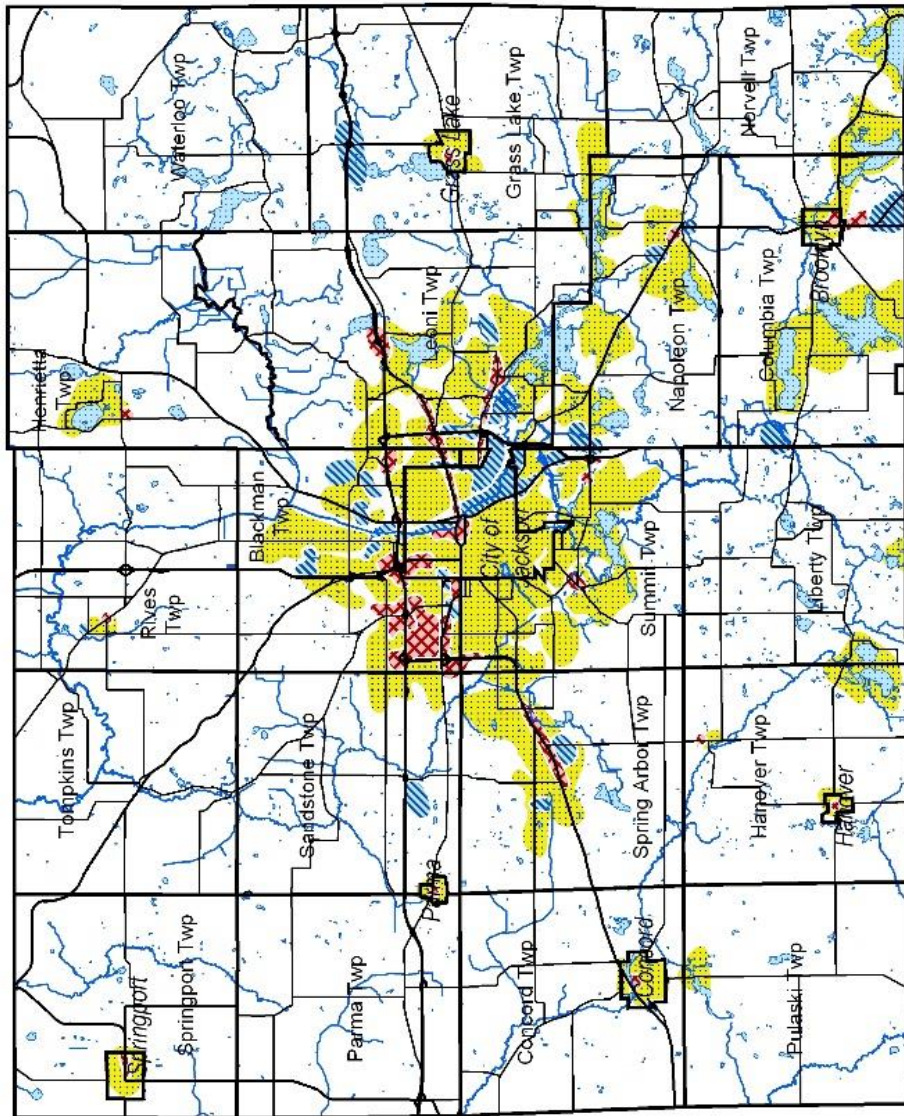
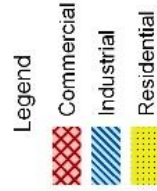
**Map 6**  
**Pulaski Township**



# Map 7a Jackson County

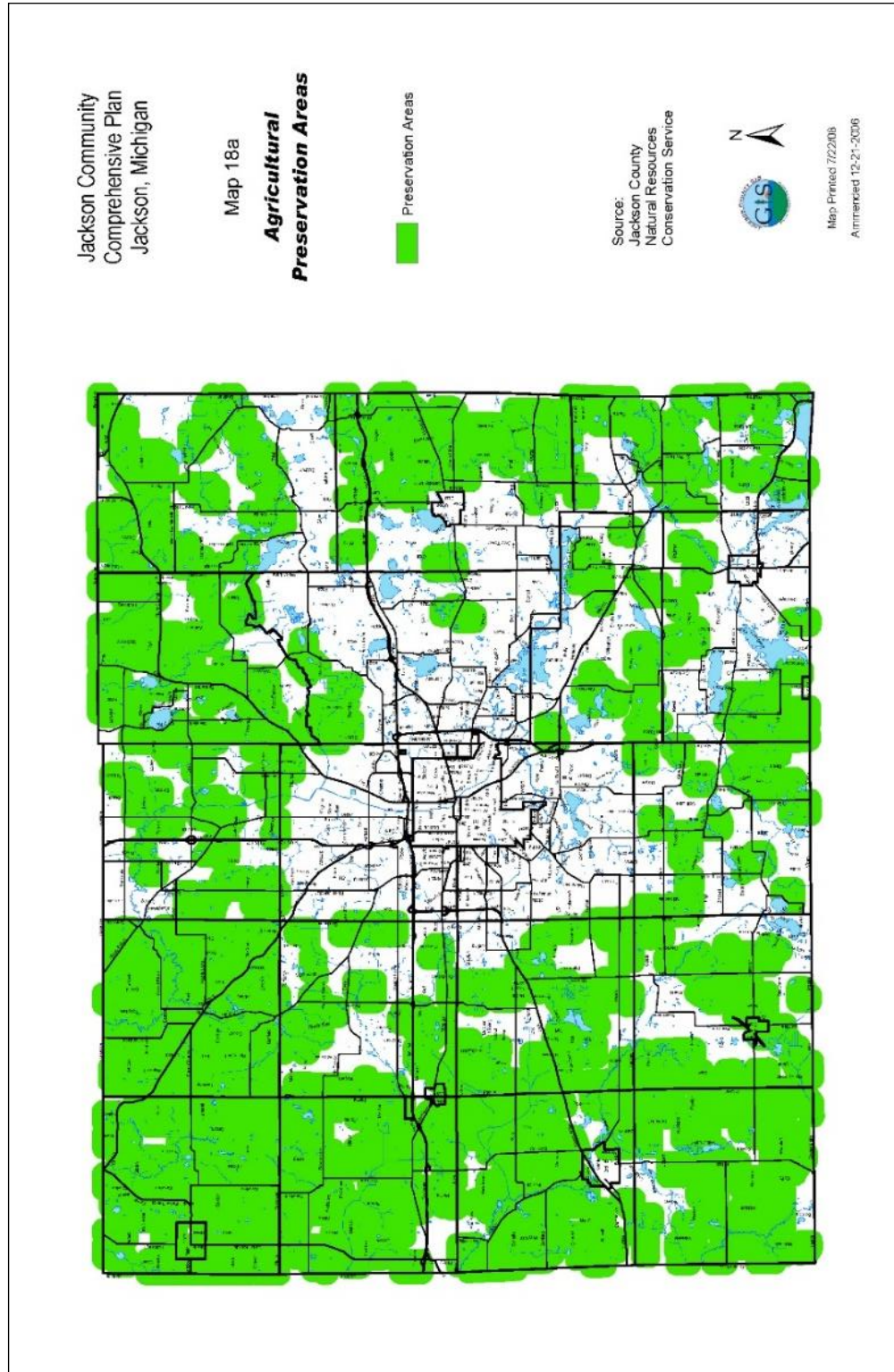
Jackson Community  
Comprehensive Plan  
Jackson, Michigan

## Map 19 2025 Jackson County Land Use Plan





## Map 7b Jackson County





# 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

December 20, 2019

Ms. Judy Lefere, Clerk  
Village of Concord  
PO Box 306  
Concord, MI 49237

Ms. Sheryll Dishaw, Clerk  
Concord Township  
PO Box 236  
Concord, MI 49237

Transmitted via email to [clerk@villageofconcord.com](mailto:clerk@villageofconcord.com) and [clerk@concordtownshipmi.org](mailto:clerk@concordtownshipmi.org)

Subject: **#19-06 – Concord Area Master Plan**

Dear Ms. Lefere and Ms. Dishaw:

The Jackson County Planning Commission reviewed the proposed master plan for the Concord Area per the requirements of the Michigan Planning Enabling Act (MPEA) during its meeting on December 12, 2019. After careful consideration the Commission passed a motion concurring with the staff advisement that in its opinion the proposed *Concord Area Master Plan* is generally consistent with the master plans of adjacent Jackson County municipalities and Jackson County's countywide master plan. Please note that they did have concerns regarding the 'mixed use' corridor proposed along M-60 (please see the attached staff report and meeting minutes).

Please contact me at (517) 768-6711 or [gbauman@co.jackson.mi.us](mailto:gbauman@co.jackson.mi.us) if you have any questions regarding this matter.

Sincerely,

Grant E. Bauman  
Recording Secretary

**Attachments:**

The staff report for Case #19-06

The draft minutes of the December 12, 2019, Jackson County Planning Commission meeting

cc: Mr. Jeremiah Bush, Concord Village President ([jbush@villageofconcord.com](mailto:jbush@villageofconcord.com))  
Mr. Al Cavin, Concord Township Supervisor ([supervisor@concordtownshipmi.org](mailto:supervisor@concordtownshipmi.org))

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# Concord Township

121 Grove Street  
P.O. Box #236  
Concord, Michigan, 49237

517-524-6804  
517-895-6029

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**Assessor:**

Sheryll Dishaw

**Clerk:**

Sheryll Dishaw

**Treasurer:**

Judy Clark

**Trustees:**

Jim Bush  
Naomi Carr

**Supervisor:**

Al Cavašin

Mr. Grant Bauman  
C/O: Region II Planning Commission  
120 W. Michigan Ave.  
Jackson, MI. 49201

Re: Consideration of Master Plans (Concord Area) Via: Email

Mr. Bauman,

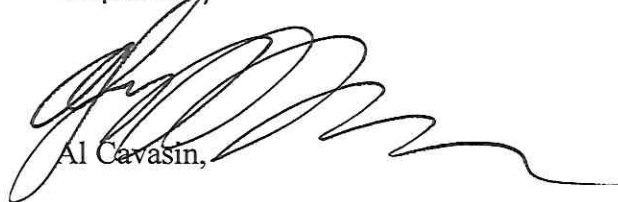
Thank you for your review and unanimous approval of the Concord Area Joint Master Plan as noted in your minutes of 12/12/19. We deeply appreciate your efforts on our behalf.

Your communications to us, including the aforementioned Minutes, the Staff Report and your letter to us dated 12/20/19, was tendered to our Planning Committee on 1/8/20 and the full Board of Trustees on 1/13/20. Both bodies voted unanimously to accept those documents as presented.

We remain in regular communications with the Village and plan a joint Public Meeting with our two Planning Committees February 5<sup>th</sup>, 2020 in our next step to bring this process to fruition. I will keep you apprised of our progress.

Again, thank you for your efforts on our behalf and please convey our gratitude to the other members of your Board and the Jackson County Planning Commission as well.

Respectfully



*Township Supervisor*  
Concord Township

CC: J. Bush VoC via email