



## Wexford Joint Planning Commission

c/o Cherry Grove Township

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**JANUARY 2017**

### Staff Report

#### **Planning and Zoning:**

As we prepare for the Annual Meeting in February, be thinking about conveying the importance of the planning process to YOUR participating municipalities. Ordinarily, this financially intensive task is only accomplished by acquiring additional funds through the budgeting process. We (the commission) are proposing to perform this by utilizing existing fund balances and being fiscally conservative. If needed / required, we do have reserves. This planning process would become a regular agenda item. It is anticipated that Dr. Grobbel will be available at the Annual Meeting as a guest speaker to help convey the significance of the Master Planning process

**BUDGET REMINDER:** we are presenting a ‘proposed’ 2018/2019 budget that will fund about 1/3 (one-third) of our Enterprise Fund/Fund Balance and our Legal Fund/Contingency. **According to the Agreement and Ordinance, these two funds should contain approximately 20% each of the total budget - or, about \$10,000.00 in each fund.** Based on the first calendar year of operation it is our recommendation that the WJPC attempt to fully establish these funds within the next two (2) fiscal years (2021/2022). It should be the goal afterwards to return any residual revenues from licensing / permit fees to the participating municipalities in the form of reduced permit fees, a reduced municipal budget, or a combination of both. **The proposed annual budget must be approved by the Wexford Joint Planning Commission not later than the first day of February. [January 2018 for the 2018/2019]**

#### **TRAINING - STAFF:** \*[Action Item]\*

Request approval to register the Planning and Zoning Administrator and the Assistant Zoning Administrator for the 2018 MTA Annual Educational Conference - **NOT TO EXCEED** \$800.00 Expecting an offset (contribution from City of White Cloud) of approximately \$200.00) to reimburse the TRAINING fund.

Respectfully submitted,

*Bob*

Robert (Bob) Hall  
Planning and Zoning Administrator

**LAND USE PERMIT ACTIVITY\***

<b>Permit #</b>	<b>Parcel #</b>	<b>Applicant Information</b>	<b>Use Type</b>	<b>ZONE</b>	<b>TWP</b>	<b>Zoning Comments</b>
LUP01	2210-23-3101	Verizon, Lessee, c/o SMJ International	Other	RR	SEL	Antenna Upgrades
LUP02	2311-15-4201	Verizon, Lessee, c/o SMJ International	Other	AF	ANT	Antenna Upgrades