



## Wexford Joint Planning Commission

4830 E. M – 55 Highway

Cadillac, Michigan 49601

231-775-1138 x 6

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[www.wexfordjpc.org](http://www.wexfordjpc.org)

### MARCH 2024 STAFF REPORT

#### **PLANNING and ZONING**

**Reminder – ANNUAL MEETING on Monday, April 22<sup>nd</sup>, 2024 at 6:30 pm**

#### **Land Use Permit Activity (since last report)**

Permit #	Parcel #	Applicant Information	Use Type	ZONE	TWP	Zoning Comments
2024-06	2312-27-3401-02	Flies, Yvonne	RA	RR	SPR	Residential Accessory
2024-07	2311-06-1301-02	Dstrovsky, Leonard - A&N Complete Home	ND	RR	ANT	New Dwelling
2024-08	2110-BCE-23	Garrett, Pamela - LCB	ND	R1	CHE	New Dwelling
2024-09	2312-09-2204	Ulmanis, John	RA	RR	SPR	Residential Accessory
2024-10	2110-LWG-20	Nordin/Gobert, Barbara and Karry	ND	R1	CHE	New Dwelling
2024-11	2312-35-2204	Mitchell, Dennis - Deverman Building	ND	FCD	SPR	New Dwelling
2024-12	2412-01-4122	Smith, Donald - Traverse City Exteriors	ND	R1	WEX	New Dwelling
2024-13	2210-AK-17-01	Terrell, Cheryl	RA	R2	SEL	Residential Accessory
2024-14	2210-01-4201-03	Geeseaman, Jeffrey	Storage Bldg.	RR	SEL	Storage Building
2024-15	2112-CA-19	Winquest, Tom - GRL Const	ND	R1	SOU	New Dwelling
2024-16	2111-22-2103	Sorries, Keith	RA	RR	ANT	Residential Accessory
2024-17	2210-CS-34	Elsholz, Eric and Lindsay	ND	R1	SEL	New Dwelling
2024-18	2311-06-3203-03	JBF Properties	Storage Bldg.	COMM	ANT	Storage Building

**ND = New Dwelling      RAD = Residential Addition      RA = Residential Accessory**

Signed agreement for Grobbel Environmental and Planning Associates to provide training and create a Junk / Blight Ordinance template for all WJPC municipalities was forwarded to member Wendel on March 6<sup>th</sup> for coordination. Member Wedel reported that initial ZOOM training will be held on April 18<sup>th</sup> at 6:30 pm for JUNK / BLIGHT ORDINANCE training / presentation.

There has been no progress on the MTPP Risk Reduction Grant application for the ZBA

Staff has been working on a system that will be easier to maintain that tracks the membership / terms of the Planning Commission and ZBA members. We recognize that there have been appointment expirations / renewals that have ‘not’ been tracked as they should be. One possible solution being considered is a reappointment of ‘all’ positions and new documentation that will recognize this action. We are making every effort to cross-reference the applicable planning and zoning acts with our [Ordinance and Agreement](#) (see Section 4.f and 6.b (1,2, and 3) and [Bylaws](#) for consistency.



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*“Police power ordinances avoid the non-conforming use problem inherent with the zoning approach, because they may regulate activities that are already underway regardless of their lawfulness under zoning.”*

Member Woodward [Hanover] and Harvey [Boon] have been registered for the 2024 MTA education conference.

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The attached 'proposed' budget [**EXHIBIT A**] will be sent out to ALL participating municipalities via email (to Supervisors and Clerks) so they have it for their April meetings.

BUDGET Reminders:

Staff (ZA) increase would start in JULY if approved – dedicated to compliance | enforcement

Rural Readiness Grant of \$25,000 is 'reimbursed'

'Other' increases are one-time-only to be reimbursed | Rural Readiness Grant

- WJPC meetings
- Legal / Planning
- Publishing

Staff intends to modify the monthly report beginning w/ July to show compliance / enforcement activity for transparency.

Staff is close to completing a Permit Fee review of all applications for presentation to the WJPC – expect to distribute in May for review.

For your review,



Robert (Bob) Hall

Planning and Zoning Director



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**EXHIBIT-B**

This copy printed: February 7, 2024						<i>estimated</i>				
Budget Line	2017-2018 Budget for three fiscal years prior to this fiscal year	2018-2019 two fiscal years prior to this fiscal year	2019-2020 Budget for one fiscal year prior to this fiscal year	2020-2021 Budget for this fiscal year	Thru DEC '21 Spent, this fiscal year to date	2021-2022 Proposed Budget for coming fiscal year	2022-2023 Proposed Budget	2023-2024 Proposed Budget	2024-2025 Proposed Budget	
Budgeted Participating Municipality Share							50,000.00	\$50,000.00	\$50,000.00	
Budgeted Permit Fee Revenue + RR GRANT							18,900.00	\$15,000.00	\$42,500.00	
<b>Total Budgeted Revenue</b>							<b>68,900.00</b>	<b>\$65,000.00</b>	<b>\$67,500.00</b>	
705.0 Reg. Meetings Per Diem	\$ 3,400.00	\$ 6,500.00	\$ 6,500.00	\$ 4,620.00	\$ 1,190.00	\$ 4,620.00	3,500.00	\$ 3,600.00	\$9,000.00	
705.1 Spl. Meetings Per Diem	\$ 400.00	\$ -	\$ -	\$ -	\$ -	\$ -				
727.0 Office Supplies / Postage	\$ 1,800.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 158.00	\$ 2,000.00	3,000.00	\$ 2,000.00	\$3,000.00	
727.01 Admin. Fiduciary-Cherry Grove Twp.	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 1,250.00	\$ 2,500.00	2,500.00	\$ 2,000.00	\$2,000.00	
000-800 <b>BANK FEES</b>	\$ -	\$ 50.00	\$ 50.00	\$ 50.00	\$ -	\$ 50.00	50.00	\$ -		
801.01 Audit - Baird Cotter Bishop	\$ 800.00	\$ 3,000.00	\$ 2,500.00	\$ 2,650.00	\$ 2,840.00	\$ 2,750.00	3,000.00	\$ 3,100.00	\$3,750.00	
827.0 Zone Admin - Contract	\$ 6,240.00	\$ 13,500.00	\$ 18,550.00	\$ 15,975.00	\$ 6,877.50	\$ 15,975.00	15,975.00	\$ 16,975.00	\$22,500.00	
827.01 WJPC_Recording Secretary	\$ 800.00	\$ 600.00	\$ 700.00	\$ 800.00	\$ 350.00	\$ 1,000.00	1,000.00	\$ 1,200.00	\$1,200.00	
801.0 Internet / Web / Office	\$ -	\$ 500.00	\$ 775.00	\$ 775.00	\$ -	\$ 1,250.00	1,250.00	\$ 7,000.00	\$3,000.00	
827.03 WJPC - Attorney - Legal	\$ 13,000.00	\$ 5,500.00	\$ 7,500.00	\$ 7,500.00	\$ 2,160.00	\$ 10,000.00	9,000.00	\$ 7,000.00	\$10,000.00	
827.04 WJPC - Planning Consultant	\$ 10,000.00	\$ 9,000.00	\$ 22,500.00	\$ 12,500.00	\$ -	\$ 10,000.00	10,000.00	\$ 5,000.00	\$10,000.00	
827.02 Asst. ZA	\$ -	\$ 9,000.00	\$ 10,000.00	\$ 9,950.00	\$ 2,990.00	\$ 9,950.00	9,950.00	\$ 10,550.00	\$11,000.00	
860.0 Mileage - Regular Meetings	\$ 2,000.00	\$ 4,625.00	\$ 4,625.00	\$ 4,625.00	\$ 870.00	\$ 4,100.00	3,900.00	\$ 3,500.00	\$3,500.00	
<b>MDARD RURAL READINESS GRANT</b>									\$0.00	
									\$25,000.00	
									\$0.00	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$0.00	
900.0 Publishing	\$ 700.00	\$ 775.00	\$ 3,000.00	\$ 2,000.00	\$ 1,366.00	\$ 2,000.00	2,000.00	\$ 1,000.00	\$5,000.00	
910.0 Insurance	\$ 3,385.00	\$ 2,600.00	\$ 2,800.00	\$ 2,750.00	\$ 2,941.00	\$ 3,100.00	2,750.00	\$ 3,500.00	\$3,600.00	
940.01 Rent - Cherry Grove Twp.	\$ 1,200.00	\$ 1,200.00	\$ 2,400.00	\$ 2,400.00	\$ 1,200.00	\$ 2,400.00	2,400.00	\$ 2,400.00	\$2,400.00	
958.0 Dues - memberships	\$ 650.00	\$ 650.00	\$ 650.00	\$ 650.00	\$ -	\$ 650.00	650.00	\$ -		
960.0 Training - Conference - Education	\$ 850.00	\$ 1,000.00	\$ 2,250.00	\$ 2,250.00	\$ 3,000.00	\$ 3,000.00	4,000.00	\$ 3,775.00	\$4,000.00	
990.0 Contingency / Legal Defense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,500.00	29,500.00		\$37,980.00	
<b>TOTALS</b>	<b>\$ 47,725.00</b>	<b>\$ 62,000.00</b>	<b>\$ 88,800.00</b>	<b>\$ 73,495.00</b>	<b>\$ 27,192.50</b>	<b>\$ 75,345.00</b>	<b>74,925.00</b>	<b>\$ 72,600.00</b>	<b>\$118,950.00</b>	
Estimated Beginning Fund Balance								\$ 98,912.00	\$117,375.00	
Estimated Ending Fund Balance								\$ -	\$80,970.00	



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