



Wexford Joint Planning Commission

c/o Cherry Grove Township

4830 E. M-55

Cadillac, Michigan 49601-9332

(231)775-1138x6

planningandzoning@wexfordjpc.org | www.wexfordjpc.org

DECEMBER 2017

Staff Report

Planning and Zoning:

As you prepare for the Annual Meeting in February, be thinking about conveying the importance of the planning process to the 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. 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: The Treasurer and Zoning Administrator have prepared a proposed resolution to amend the 2017/2018 budget that will 'balance' and hopefully complete the fiscal year in a balanced position. In addition 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]

Recommendation:

The Planning Commission has not significantly benefitted from our membership with the Michigan Association of Planning at a cost of \$650.00 annually. The Planning and Zoning Administrator distributed past copies of the Planning & Zoning News magazine at the November meeting. We can subscribe (new subscription) at a cost of **\$190.00 for the next year** and will have **16** copies delivered to the office monthly - [11 copies to PC, 4 copies to ZBA, and 1 copy for the office] - this would start in July of 2018 at the beginning of our fiscal year.

Respectfully submitted,

Robert (Bob) Hall
Planning and Zoning Administrator

LAND USE PERMIT ACTIVITY*

Permit #	Parcel #	Applicant Information	Use Type	ZONE	TWP	Zoning Comments
LUP122	2312-06-1405	Herrli, Robert	ND+RA	RR	SPR	
LUP123	2312-MA2-060	Harrison, Tammy and Gene	RA	R1	SPR	

ND = NEW DWELLING
RA = RESIDENTIAL ACCESSORY
RAD = RESIDENTIAL ADDITION

Two columns added to comply
With AUDIT recommendations

NOTE:

Amt.	Date
70.00	10/13/2017
70.00	10/5/2017
70.00	10/19/2017