



# Wexford Joint Planning Commission

c/o Cherry Grove Township  
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Cadillac, Michigan 49601

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January 12, 2022

**To: Wexford Joint Planning Commission**

**Re: Greenwood Township withdrawal from the Wexford Joint Planning Commission**

Section 11 of the Ordinance and Agreement to Establish the Wexford Joint Planning Commission describes the process for a participating municipality to withdraw from the Joint Commission.

**Section 11.a.4: *Following receipt of the withdrawing municipality's findings, recitation and declaration of intent, the Joint Commission shall prepare a plan and a budget to accomplish the withdrawal and shall present its plan, budget and the request for withdrawal to each of the other participating municipalities, a copy of which shall be delivered to the withdrawing municipality.***

**Section 11.a.5: *Following receipt of the Joint Commission's plan and budget, the legislative body of the withdrawing municipality may act to withdraw from the Joint Commission, provided that it has paid, or made arrangements satisfactory to the remaining municipalities to pay, the costs identified pursuant to section 11, paragraph a.6.***

## **PLAN and BUDGET to accomplish the withdrawal**

*(to facilitate the Greenwood Township withdrawal from the Wexford Joint Planning Commission)*

### **Legal Review: (Mika Meyers – Richard Wilson)**

1. Draft language to amend Ordinance and Agreement to delete all references to Greenwood Township
2. Prepare new Certificates of Adoption for Ordinance and Agreement
3. Prepare amending ordinance to amend the Wexford Joint Zoning Ordinance to:
  - a. Delete all text references to Greenwood Township
  - b. Delete the Greenwood Township detailed zoning map
  - c. Amend the Zoning Ordinance map showing Greenwood Township
  - d. Prepare new Certificates of Adoption for Zoning Ordinance amendments
4. Prepare a contractual payment agreement obligating Greenwood Township to fulfil their responsibility under the Ordinance and Agreement, Section 11.a.5 prior to June 30<sup>th</sup>, 2022 based upon this 'plan and budget'
5. Prepare and coordinate publication of zoning ordinance amending language with WJPC staff

**Attorneys' estimate of costs: \$ 1500.00**

**Planning Review: (Grobbe Environmental & Planning Associates – Chris Grobbe)**

1. Submit written report of recommendation(s) for amending the (not yet distributed / approved) Master Plan and Future Land Use Map
  - a. Prepare language that acknowledges the withdrawal of Greenwood Township but continues to 'include' Greenwood Township
  - b. Remove ALL references to Greenwood Township from the Master Plan (coordinating with staff)
  - c. -or- prepare alternative language including Greenwood Township and recognizing their withdrawal from the WJPC jurisdiction during the Master Plan process

**Planners' estimate of costs: \$ 150.00**

**Staff Review: (Certified Zoning Services – Robert Hall, contracted Planning and Zoning Director), Ben Townsend – Assistant Zoning Administrator, contracted**

1. Facilitate the flow of information between the Attorney, Planner, Staff, and the Wexford Joint Planning Commission and the Participating Municipalities prior to public hearing
2. Prepare Public Notice and publish in a timely fashion for the required public hearing for zoning ordinance amendments (***proposed for March 21<sup>st</sup>, 2022***)
3. Distribute recommendation of the WJPC facilitating the withdrawal of Greenwood Township to the participating municipalities (***60 day waiting period***)
4. Assure timely publication of zoning ordinance / map amendments
  - a. Coordinate with Wexford County GIS for zoning map amendments / updates
  - b. Coordinate with Attorney, Planner, and Staff to update the Wexford Joint Zoning Ordinance with relevant amendments resulting for the withdrawal of Greenwood Township

**WJPC – Staff estimate of costs: \$ 500.00**

**Wexford County – GIS estimate of costs: \$ 400.00**

**Cadillac News Publication estimate of Costs: \$ 750.00**

**Print / Publish new Zoning Ordinance Copies estimate of costs: \$ 100.00**

**TOTAL BUDGET ESTIMATE TO FACILITATE GREENWOOD TOWNSHIP WITHDRAWAL FROM THE WEXFORD JOINT PLANNING COMMISSION - \$3400.00**



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Robert (Bob) Hall - Planning and Zoning Director