WJPC
WEXFORD JOINT
PLANNING COMMISSION

Wexford Joint Planning Commission
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Cadillac, Michigan 49601

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231-775-1138 x 6

DRAFT Meeting Minutes

Time & Date: 6:30pm, Monday, November 24, 2025
Meeting location: Wexford County Road Commission Meeting Room, 85 West Highway M-115, Boon, Michigan.
Coordinates: 44° 19' 32.5" N, 85° 34' 53.4" W (44.325685, -85.581500)

A. Call to Order@630pm, Pledge of Allegiance, Roll Call

Members Present: Paul Osborne, Chairman (Antioch)
Donna Taylor, Treasurer (South Branch)
Mike Woodward, Secretary (Hanover)
Richard Harvey (Boon)
Ben Hicok (Cherry Grove)
Lori Wetherell (Selma)

Members Absent: *Amanda Kimbel-Sparks, (Liberty)
*Alan Devereaux (Slagle)
Vacant (Wexford)
Vacant (Springville)

Others Present: Robert Hall, Zoning Administrator
Ben Townsend, Assistant Zoning Administrator
Heather O'Connor, Recording Secretary

B. Set/Amend/Approve the Agenda: Motion to Approve the Agenda as presented, made by **Mike Woodward**, supported by **Richard Harvey** and passed via voice vote. See (Agenda).

C. Matters pertaining to citizens, in the following order: NONE

D. Public Comment – Chair recognized one (1) member of public present. Tommy Williams – Antioch Township Supervisor

E. Housekeeping Business

1. Consent Business
   a. Approval of May 19, 2025 Minutes – (No Quorum in June/July/August/September/October) Motion to Approve the May 19, 2025 Meeting Minutes as presented made by **Richard Harvey** supported by **Mike Woodward** and passed via voice vote. See (Proposed Minutes)

   b. Approval of Commissions Expense Report (pay the bills for JUN-JUL-AUG-SEPT-OCT-2025) – Motion made by **Mike Woodward**, supported by **Donna Taylor** and passed via voice vote. Motion to pay NOVEMBER Bills Total ($17558.91) made by **Mike Woodward**, supported by **Donna Taylor** passed via voice vote. See (Bills & Supporting Documents)

2. Treasurer's Budget Report – Donna Taylor - Motion to Approve Treasurers Budget Report as presented made by **Richard Harvey**, supported by **Ben Hicok** passed via voice vote. See (Bills & Supporting Documents)

3. Planning & Zoning Report – Robert Hall – See (Staff Report)

F. Unfinished Business & Reports - (items considered here are taken up in the same order as established by the Commission to fix a priority for consideration and work done in the planning office)

1. ADU Ordinance 'draft' language discussion (WexCo ZO No.5) (from June 2025) – as provided by Planner. Move to December meeting for WJPC action.
2. Innovative Planned Unit Development Overlay Discussion (from June 2025) – provided by Planner

G. New Business –

a. ZBA 'draft' Minutes of July 23rd, 2025 [Zoning Ordinance | Staff] – noting a language inconsistency
b. WJPC Training Article [Land Divisions] – State Act possible change to split a 10 acre from 5 splits to 10 splits
c. New Commissioner Training [Update / Discussion]
d. WJPC Terms {HAN-SEL-SLA-SOU-SPR-WEX} – terms end Dec 31, 2025. Antioch Representative resigning at the end of 2025
e. Contractor / Staff Evaluations – issues communicated directly at time of need
f. Planner Memo – PUDs – See Unfinished Business above

H. Public Comment – Tommy Williams, Antioch Supervisor referenced passing ordinances without enforcement, hence hesitation to pass ordinances

I. Adjournment – Motion to adjourn made by **Richard Harvey**, supported, and adjourned at 8:04pm.

Prepared by Heather A. O'Connor, Recording Secretary, for Secretary Mike Woodward

Respectfully submitted

Mike Woodward

Mike Woodward, (elected) Secretary

*Notice of Absence provided