

ANNUAL MEETING

WJPC

for 2025

Agenda

" A planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development" [MCL 125.3819(2)]



NEW OFFICE LOCATION

401 N. Lake Street | Cadillac, Michigan 49601

www.wexfordjpc.org

231-444-6159

HOURS

TUESDAY: 8:00-12:00 (noon)

WEDNESDAY: 8:00-5:00

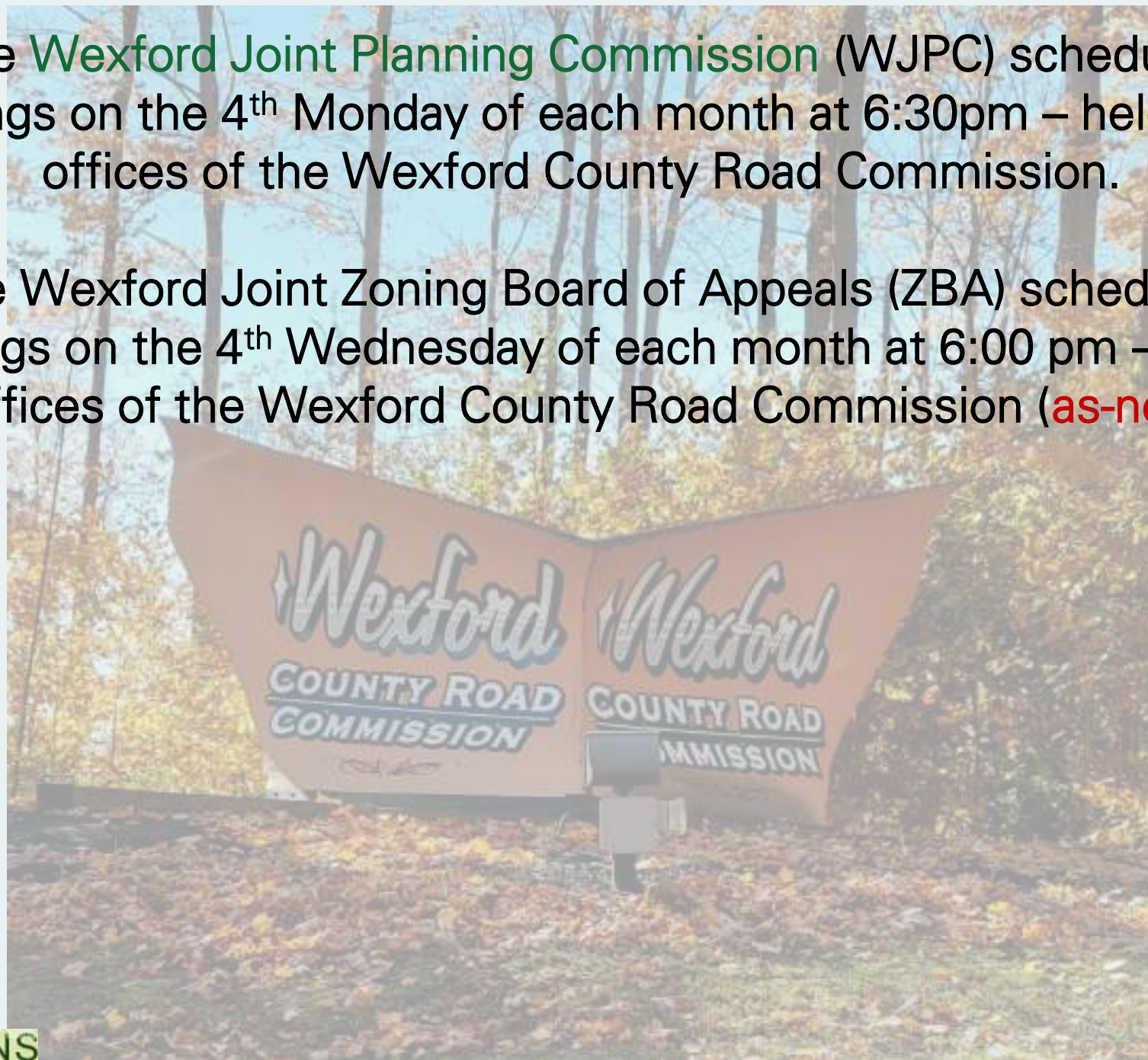
FRIDAY: 1:00-5:00



OPERATIONS

The **Wexford Joint Planning Commission** (WJPC) schedules meetings on the 4th Monday of each month at 6:30pm – held at the offices of the Wexford County Road Commission.

The Wexford Joint Zoning Board of Appeals (ZBA) schedules meetings on the 4th Wednesday of each month at 6:00 pm – held at the offices of the Wexford County Road Commission (**as-needed**)



Section 5. Composition of the Joint Commission.

a. Composition. The Joint Commission shall be comprised of one member from each participating municipality. If desired the Joint Commission member may be a member of the legislative body of the municipality.

b. Continuation of Service. Regular members shall continue to serve until their replacement is appointed and assumes the duties of his or her position on the Joint Commission.

HELP

WANTED!

This year's (2025) activity -

- **JAN-FEB-MAR [1st Quarter]** The year began with a special meeting to discuss an almost 250% increase in insurance premium – the WJPC was presented the draft 2025/2026 budget – the WJPC began a review of 'innovative' PUD language models ,as well as Accessory Dwelling Unit (ADU) language
- **APR-MAY-JUN [2nd Quarter]** The Annual Report was presented along with a legal memo strengthening the position that the 'participating municipalities' operate under a single 'joint' zoning ordinance.
 - Create distinct new zoning districts
 - Create an overlay zone
- **JUL-AUG-SEP [3rd Quarter]** the WJPC was unable to conduct business during the 3rd quarter due to the lack of a quorum
- **OCT-NOV-DEC [4th Quarter]** the WJPC recognizes the importance of every participating member municipality – your attendance is appreciated

AUDIT (*fiscal 2024-2025*)

Formal Budget Approval

“During the course of our examination, while it was clear the Planning Commission’s budget was approved by the member units of government, it was not clear by reading the board minutes of the Planning Commission that the Planning Commission itself took formal action to approve its budget. We recommend the Planning Commission clearly vote on its budget adoption each year and note as such in its board minutes”.



Based on the cumulative inflation rate between 2017 and early 2026, a \$50,000 budget from 2017 would require approximately \$66,345 in today's dollars to maintain the same purchasing power.



B U D G E T

INCOME SOURCE	DESCRIPTION	Three-Years Prior	Two-Years Prior	One-Year-Prior	CURRENT	Proposed: 2026/2027
Municipal Share		\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
Land Use (zoning) Pmnts.		\$18,900.00	\$15,000.00	\$17,000.00	\$17,500.00	\$18,500.00
MDARD RR GRANT		Listed as INCOME per Auditor		\$25,000.00	\$0.00	\$0.00
TOTAL BUDGET REVENUE		\$68,900.00	\$65,000.00	\$92,000.00	\$67,500.00	\$68,500.00
EXPENSE LINE ITEMS						
251.721.702.00	Sal / Wages-Planner			\$0.00		
251.721.702.01	Sal / Wages-ZA			\$0.00		
251.721.XXX.XX	Office-Ph/Internet			\$0.00	\$1,200.00	\$1,800.00
251.721.XXX.XX				\$0.00		
251.721.705.00	WJPC-Per Diem-Reg	\$3,500.00	\$3,600.00	\$9,000.00	\$4,080.00	\$4,000.00
251.721.705.01	WJPC-Per Diem-Spc			\$0.00		
251.721.715.00	WJPC S/S @ 7.5%			\$0.00		
251.721.727.00	Office Supplies	\$3,000.00	\$2,000.00	\$3,000.00	\$2,500.00	\$1,250.00
251.721.727.01	Admin Fee-CHE	\$2,500.00	\$2,500.00	\$2,500.00	\$3,200.00	\$2,500.00
251.721.801.00	Internet / Web	\$1,250.00	\$7,000.00	\$3,000.00	\$1,250.00	\$3,000.00
251.721.801.01	Audit	\$3,000.00	\$3,100.00	\$3,750.00	\$4,000.00	\$4,500.00
251.721.827.00	Cont. Zoning Admin	\$15,975.00	\$16,975.00	\$16,500.00	\$16,000.00	\$16,000.00
251.721.827.01	Cont. Rec. Sec'y	\$1,000.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00
251.721.827.02	Cont. Office			\$0.00		
251.721.827.03	Attorney	\$9,000.00	\$7,000.00	\$10,000.00	\$7,500.00	\$7,000.00
251.721.827.04	Cont. Planner	\$10,000.00	\$5,000.00	\$10,000.00	\$5,000.00	\$3,000.00
251.721.827.05	Assistant ZA	\$9,950.00	\$10,550.00	\$11,000.00	\$11,000.00	\$11,000.00
251.721.827.06	ENFORCEMENT	\$0.00	\$0.00	\$6,000.00	\$6,000.00	\$6,000.00
251.721.860.00	Mileage (All)	\$3,900.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,000.00
251.721.900.00	Print / Publishing	\$2,000.00	\$1,000.00	\$5,000.00	\$1,500.00	\$500.00
251.721.910.00	Insurance	\$2,750.00	\$3,500.00	\$3,600.00	\$9,000.00	\$10,500.00
251.721.940.00	Wex-Co RENT	\$2,400.00	\$2,400.00	\$2,400.00	\$2,500.00	\$3,205.00
251.721.958.00	Membership Dues	\$650.00	\$0.00	\$0.00	\$0.00	\$0.00
251.721.960.00	Education/Training	\$4,000.00	\$3,775.00	\$4,000.00	\$4,000.00	\$3,000.00
251.721.965.00	Transfer OUT	\$0.00	\$0.00	\$0.00		
251.721.990.00	Contingency Fund	20% of Annual Budget		\$18,890.00	\$14,986.00	\$16,141.00
251.721.991.00	Contingency Legal	20% of Annual Budget		\$18,890.00	\$14,286.00	\$16,141.00
	MDARD-GRANT	Listed as EXPENSE per Auditor		\$25,000.00	\$0.00	\$0.00
Total Budgeted Expenses		\$74,875.00	\$73,100.00	\$94,450.00	\$83,430.00	\$81,455.00

Participating Municipality Share

TOWNSHIP SHARE COMPARISON (with LIBERTY WITHDRAWAL)

2025-2026	2026-2027	TOWNSHIP	%
\$3590.69	\$3854.11	ANTIOCH	+7%
\$3176.81	\$3400.31	BOON	+6.5%
\$9982.79	\$10566.83	CHERRY GROVE	+5.5%
\$4080.34	\$4530.68	HANOVER	+10%
\$8539.12	\$9123.87	SELMA	+6.5%
\$3323.19	\$3689.89	SLAGLE	+10%
\$3770.21	\$4016.14	SOUTH BRANCH	+6%
\$5250.77	\$5560.36	SPRINGVILLE	+5.5%
\$4944.20	\$5257.79	WEXFORD	+6%



2026 Plans for the future:

- Facilitate the withdrawal of Liberty Township from the Wexford Joint Planning Commission
- Review the need for Large Scale Renewable Energy ordinances.
- Review the need to make the WJPC website compliant with the 2026-2027 Americans with Disabilities Act (ADA)
- Continue training for members and staff of the WJPC
- Review WJPC Ordinance and Agreement regarding sustainability for the future of planning and zoning



Thank
you

Wexford Joint Planning Commission

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Cadillac, Michigan 49601

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