

2018 PLANNING COMMISSION ANNUAL REPORT

Planning Commission Activities and Requests

The Planning Commission completed the following activities in 2018:

January

- Elected Planning Commission officers for the 2018 calendar year
- Reviewed a request to revised Planning Commission bylaws
- Held public hearings for proposed *Ordinance #66 Noise* and the proposed mixed use district for the US 41 South / M-28 corridor
Both were forwarded to the Board for consideration at the February Board meeting
- Completed work on the proposed *Ordinance #65 Fireworks*, and set a public hearing for the next Planning Commission meeting
- Reviewed proposed *Zoning Ordinance* definitions regarding rentals
- Drafted Planning Commission priorities for the 2018 calendar year

February

- Held a public hearing on the proposed *Ordinance #65 Fireworks* and forwarded the ordinance to the Board for review
- Reviewed proposed *Zoning Ordinance* changes in regards to rentals, and set a public hearing for the next meeting
- Reviewed Planning Commission priorities for the 2018 calendar year
- Approved changes to Planning Commission bylaws
- Reviewed and recommended a revised map for the proposed mixed use district, and set a public hearing for the next meeting
- Reviewed and recommended submission of the *Planning Commission Annual Report* to the Board

March

- Held a public hearing on the mixed use district map amendment
- Held a public hearing on the *Zoning Ordinance* changes, and forwarded the changes to the Board for consideration
- Approved Planning Commission priorities for the 2018 calendar year
- Set review process for the proposed *Recreation Plan* update

April

- Reviewed the proposed schedule for Township road maintenance
- Reviewed the proposed change in timeframes for updates to the Township *Recreation Plan* and *Master Plan*
- Began an in-depth look at non-conforming properties in the Township
- Reviewed a proposal to update Township ordinances with consistent penalty clauses for violations

May

No meeting was scheduled.

June

- Reviewed Chapter 7 *Future Land Use Plan* in the *Master Plan* to determine if land classifications were still valid
- Began review of Chapter 8 *Project Priorities* in the *Master Plan* to determine if the projects listed were still valid and should be pursued

July

- Continued review of Chapter 8 *Project Priorities* in the *Master Plan* and recommended projects that should be pursued

August

- Finished the priorities outlined in Chapter 8 *Project Priorities* in the *Master Plan* and recommended projects that should be pursued
- Discussed the possibility of requiring fire numbers in the Township
- Discussed adding a mixed use overlay district to the current Township commercial districts (Kassel's Korner, Beaver Grove and M-28, and Kawbawgam Road intersections)
- Began discussing language for rentals in the Township

September

- Considered rezoning and overlay district applications for commercial districts in the Township
- Completed a final review of the priorities outlined in Chapter 8 *Project Priorities* in the *Master Plan* and recommended projects that should be pursued
- Continued discussing language for rentals in the Township
- Looked at non-conforming parcels to determine if changes in the *Zoning Ordinance* should occur to resolve the non-conformances



October

- Considered a request to look at extending the commercial district to a property on US 41 South
- Discussed the Township *2019 – 2023 Recreation Plan*

November

- Held a public hearing regarding the rezoning of two properties from Multi-Family Residential (MFR) to Commercial (C) located at the intersection of M-28 and Kawbawgam Road

The Planning Commission approved this change, and forwarded it to the Board for consideration.

- Held a public hearing regarding adding the commercial properties at the intersections of M-28 and Kawbawgam Road, County Road 480 and US 41 South and Mangum Road and US 41 South to the business overlay district

The Planning Commission approved this change, and forwarded it to the Board for consideration.

- Discussed survey content for the *2019 – 2023 Recreation Plan*

December

- Held a public hearing regarding the rezoning of twenty-seven properties from Waterfront Residential (WFR) to Single-Family Residential (R-1) that are located on the south side of Kawbawgam Road above Kawbawgam Lake

The Planning Commission approved this change, and forwarded it to the Board for consideration.

- Held a public hearing regarding the rezoning of one hundred twenty-one parcels from Single-Family Residential (R-1) to Waterfront Residential (WFR) that are located along the Chocoley River and the northern section of Cherry Creek

The Planning Commission approved this change, and forwarded it to the Board for consideration.

- Approved dates and a change in time for Planning Commission meetings for 2019

Note that the time was changed for the start of Planning Commission meetings from **7 PM** to **6 PM**.

- Reviewed a preliminary site plan for a proposed campground on M-28
- Reviewed a request to open several county roads for ATV / ORV traffic (South Kawbawgam Road, east Mangum Road, and Sand River Road)
- Reviewed updates to the sewer ordinance that will change the billing cycle from quarterly to monthly and exempt connections for residents that are along the new sewer project route

The Planning Commission approved these changes, and recommended they be forwarded on to the Board for consideration and a public hearing.



Planning Director Activities

In addition to preparing agenda materials for Planning Commission meetings and attending the meetings, the Planning Director completed additional activities and attended training and seminars throughout the year.

January

- Continued to work on a NFIP / FEMA *Community Rating System* project in relation to the flood plain

February

- Attended a *Michigan Storm Water – Flood Plain Conference* in Lansing
The majority of the conference centered on procedures and issues with flood plain management and water management.

March

- Completed a six night (over six weeks) training process for lake preservation and shoreline design presented through MSU Extension.
- Attended webinars related to the following:
 - *Sustainable Shorelines*
 - *Gathering Public Opinion from Hard to Reach Citizens*
- Attended the *Pipeline Safety* program offered after hours in Ishpeming, and also attended part three of the *Climate Health Adaptation Workshop* in Marquette.

April

- Attended the *Small Town and Rural Development Conference*

As in previous years, this conference was very educational and informative, with many ideas shared with others at the conference. Sessions attended included:

- *Saving Small Towns with Big City Ideas* – how to retain local talent for growth
- *Talent Development & Talent Attraction: Two Sides of the Same Coin* – attracting talented workers to the community
- *Strong Towns* lunch keynote address – ways to look at infrastructure in relation to citizen usage and value
- *Grant Writing Lessons from the Front Line* – mistakes to avoid when writing grant applications
- *Stop, Collaborate and Listen* – how Grayling turned itself around with collaboration from multiple partners
- *Neighborhoods First* – multi-hour session extension of the *Strong Towns* keynote address



May

- Attended the Superior Trade Zone meeting in Rock
Primary focus of the meeting was review of the draft Superior Trade Zone Marketing Strategy report, which would be finalized in September
- Attended the *UP Energy Summit* in Marquette, where a considerable amount of information was shared regarding the energy possibilities in the Upper Peninsula.

June

No training or conferences were scheduled.

July

- Attended a four-day FEMA training session regarding the *Community Rating System*

August

- Presented a list of projects for the remainder of 2018 through 2019 to the Township Board. Projects presented were:
 - Township recreation plan
 - *Master Plan* review and updates
 - Adopting five community-related programs
 - *Chocolay River Watershed Plan*
 - *Community Rating System*
 - *Firewise* program
 - *Michigan Shoreline Stewards* program
 - *StormReady* program
 - Simplification of the *Zoning Ordinance*
 - Readable by all, not just an attorney
 - Review sign ordinance language to reduce the number of pages (currently 23)
 - Review language in fence ordinance portion of the ordinance (such as maintenance of fence)
 - Reduction of non-conformities in the Township
 - Review reasons for 125' minimum frontage
 - Review reasons for 100' setback on waterfront / riverfront
 - Review possibility of reducing AF acreage minimum to 10 acres
 - Review possibility of reinstating RR-1 and RR-2 zoning districts
 - Review of existing ordinances to determine if the ordinance is still valid, and if so, simplify and update the language, if necessary
 - Position documentation for Planner / Zoning Administrator
 - High level documentation on procedures, location of documents, etc.
 - Business corridor and tourism development



- CABA restart
- Small business development
- Recreational activities (such as Harvey Daze)
- Township marketing
- Environmental assessments
- Revision of NMU cooperative study completed in 1999

September

- Attended a *Heritage Water Trail Conference*

This conference directly related to water and shoreline protection, with an extended discussion on developing a water history and heritage that could be promoted in the community.

- Attended the annual Michigan Association of Planners *Planning Conference*

Sessions attended included:

- *Attracting Businesses and Developers*
- *Can We Really Afford What We Want to Build?*
- *Civic Engagement Strategy*
- *Creating Sustainable Retail Districts*
- *Empowering Communities to Set Their Own Destinies*
- *Infrastructure, Natural Resources, and the Blue Economy*
- *Short Term Rentals*
- *Social Media Pitfalls and Upsides for Communities*
- *The New Localism*
- *The Power of Wind*
- *Trail Towns*

- Attended a MSU Extension water ordinance conference

The training was oriented toward ordinances, language, and practical examples on dealing with flooding and storm water runoff. The training also covered practices that could be implemented in ordinances and through physical structures (such as riparian storm drainage) that could reduce the impact on Lake Superior and Chocoley River water systems.

October

- Attended a MEDC funding session

This session covered opportunities that MEDC was able to provide to Michigan communities. Areas of funding included business development, land and water projects, and housing projects.

- Attended a Michigan Association of Planners climate resilience training



This training focused on planning and zoning considerations for communities that are located along the Great Lakes coastal shoreline. Primary focus of this training was preparation for fluctuations in water levels, especially in the Great Lakes.

- Attended a US Air Force information session at KI Sawyer

The United States Air Force presented the information session held at K I Sawyer. Primary focus of this session was the reporting of the status of the water quality on the former Air Force base. Staff attended this presentation because Silver Lead Creek, located near K I Sawyer, is part of the Chocolay River watershed.

November

- Prepared index cards that were inserted in the December tax mailing with a web address for the Township recreation survey and the Marquette County master plan survey
- Attended a Michigan Association of Planning four-hour workshop on the Capital Improvements Program.

This workshop was related to the requirement for the Planning Commission to provide and maintain a Capital Improvement Plan (CIP) for the Township. This overview provided a very good background on what a CIP is, the process for putting it together and the annual review process necessary for the plan.

December

- Prepared a project schedule for the Planning Commission for 2019
- Set up and started the recreation plan survey
- Completed the *Planning Commission Annual Report*

