

Village of Lake Isabella

2013 Annual Planning & Zoning Report

January 2014



Planning Commission

Dave McGrath, Chairman
Bob Laraway, Vice-Chair
Jeff Grey, Village Councilman
Angela Schofield
Larry Hiither
George Dunn
Jim Wirtz

Prepared By:

Tim Wolff

Village Manager & Planning Commission Secretary

Permit & Activity Historical Summary

Table 1. Zoning Activity History 1998 - 2013					
Year	Total Zoning Permits	New Homes	Variiances Heard/ Approved	Ordinances Adopted	Planning Commission Meetings
1998	48	29	0/0	3	5
1999	90	45	9/9	2	12
2000	77	36	3/3	3	13
2001	73	35	2/2	2	12
2002	85	39	2/1	1	11
2003	59	37	2/2	0	12
2004	58	30	6/6	3	14
2005	61	27	4/3	2	13
2006	40	16	2/1	3	11
2007	40	20	3/3	5	12
2008	28	12	4/2	1	8
2009	29	4	7/4	2	11
2010	23	2	1/0	3	9
2011	20	2	3/1	5	6
2012	16	2	0/0	4	9
2013	22	2	1 / 0	3	8
Totals	769	338	49/37	39	157

2013 Planning Commission Activity

In 2013 the Planning Commission wrapped up work on a new Master Plan for the community. This plan was adopted by the Village Council in late 2013, and will serve as the guide for action in upcoming years. In addition to this project, the Planning Commission also worked on an update to the regulation of accessory structures and began updating the regulation of group homes. In addition to this activity, the Planning Commission handled one Site Plan review and reviewed the proposed Capital Improvement Plan for the FY 2013-2014 Budget. There were no Special Land Use requests made during the year. In late 2013 Village staff began working on organizing 2 or 3 informal training sessions for the 2014 year. Staff is working on training for Site Plan Review, PUD or Plat Approval, and a Special Land Use Request.

2013 JCCA Inspections & Activity

In 2013 the JCCA handled a total of 71 permits/inspections in the Village for building, electrical, mechanical, and plumbing approvals. This was up from 54 total permits/inspections in 2012. 2012 marked the first full year that the Village relied upon the services of the JCCA. Prior to April of 2011, the Village relied upon the inspection services of Isabella County. The 71 permits/inspections handled by the JCCA within the Village generated a total of \$11,261 in fees for the 2013 calendar year. At the start of the 2014 year the JCCA once again saw a change in their main employee as Barry VanBuskirk retired from the building and electrical inspection service. The position has since been filled with Louis Denton.

2013 Zoning Board of Appeals Activity

The Zoning Boards of Appeals met only once during the 2013 year. In October the ZBA met to hear an appeal regarding the placement of an accessory structure on a waterfront parcel. After conducting a public hearing on the request the Board voted to deny the request. After the meeting the applicant from the hearing discussed a concern with Village staff about not really knowing how to prepare for the ZBA hearing. Since this conversation, staff has been working on putting together a tri-fold pamphlet that will help describe the ZBA process which can be included in all ZBA mailed notices. The pamphlet will not only assist applicants in knowing how to prepare, but will also provide people receiving hearing notices with information on what the process is and how best to participate.

2013 Code Enforcement Action

The table below provides a general breakdown with respect to the types of code violations handled by the department since 2009:

Type of Case	2009	2010	2011	2012	2013
Animal Control	49	24	13	25	12
Blight	333	173	138	178	102
Fireworks/Burning	13	11	6	9	1
Miscellaneous	3	1	2	7	8
Noise	0	0	3	1	1
Rental Code	46	6	34	33	54
Sign Code	2	3	0	2	1
Streets	7	0	0	6	26
Trailer/RV	56	12	0	11	21
Zoning	16	9	7	23	17
TOTAL	525	239	203	295	243

2014 Agenda & Priorities

In early 2014 the Planning Commission ranked their top priorities for the year, the results were as follow:

Projects Already Underway; Priority to Complete

1. Update the regulation of sexually oriented businesses
2. Update the regulations and design requirements for the Coldwater Business Districts
3. Update the regulations for the Waterfront-Shoreland Overlay District
4. Update the regulation of Group Homes

Master Plan Suggested Projects; Priority to Consider

1. The Village should examine its industrial use approval process and make changes which would increase the ability of the public to be involved in the approval process above and beyond what is currently called for in state law.
2. Review the Village's adopted regulations on windmills and solar panels and update them to reflect current best practices for residential uses.
3. Develop a stormwater management plan which would include ways to add filtration areas to runoff from Village streets and possible stormwater detention areas to allow such to settle before entering the lake or ground water supply.
4. The Village should discuss creating an overlay district for the area of the Village where limited industrial growth may be targeted. This overlay district would be an "opt-in" for a developer and if carefully crafted could also be a means to expedite the zoning approval process.
5. Create an "Access Management Plan" for Coldwater Road with the Road Commission.
6. Examine the current size requirements for new residential development in light of current market conditions, and possibly modify size requirements to a combination of location (waterfront / non-waterfront) and parcel size.

Administrative Projects; Priority to Undertake

1. Review and update the various application forms used by the Village.
2. Update the zoning ordinance to highlight where used that are defined in the ordinance are used and to see where additional definitions may be needed.
3. Put together an estimated timeline for each type of project and approval needed (i.e. Permitted by Right, Site Plan Review, Special Land Use, Zoning Amendment, Variance).

During the goal setting process it was also suggested that the Village work with the LIPOA, or apart from the LIPOA, to identify areas where there are over lapping permits and approvals and then streamline those processes.

Roster & Terms

Planning Commission	
Member	Term Expires
Robert Laraway, Vice-Chair	July 1, 2014
Angela Schofield	July 1, 2014
Jeff Grey*	January 6, 2015
Jim Wirtz	July 1, 2015
George Dunn	July 1, 2015
Dave McGrath, Chairman	July 1, 2016
Larry Hiither	July 1, 2016

Zoning Board of Appeals	
Member	Term Expires
Lee Price	July 1, 2014
Dave McGrath**	July 8, 2014
Arnold Griffin***	January 6, 2015
John Dauffenbach	July 1, 2015
Arvil King, Chairman	July 1, 2016
Bruce LaPointe – Alternate Member	July 1, 2016

* *Grey serves as the Village Council's representative to the Planning Commission. His term expires on the Organizational Meeting date for the Village Council following the 2014 General Election.*

** *McGrath serves as the Planning Commission's representative to the ZBA. His term expires at the regular Planning Commission meeting date in July.*

*** *Griffin serves as the Village's Council representative to the ZBA. His term expires on the Organizational Meeting date for the Village Council following the 2014 General Election.*

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2013 Zoning Activity Map

Properties that were rezoned

Properties with a Site Plan approval

Properties where a Zoning Permit was issued

