

Village of Lake Isabella

2016 Annual Planning & Zoning Report

February 2017



Planning Commission

Dave McGrath, Chairman
Bob Laraway, Vice-Chair
Jeff Grey, Village Councilman
Angela Schofield
George Dunn
Farzad Tafreshi
Bill Preuss

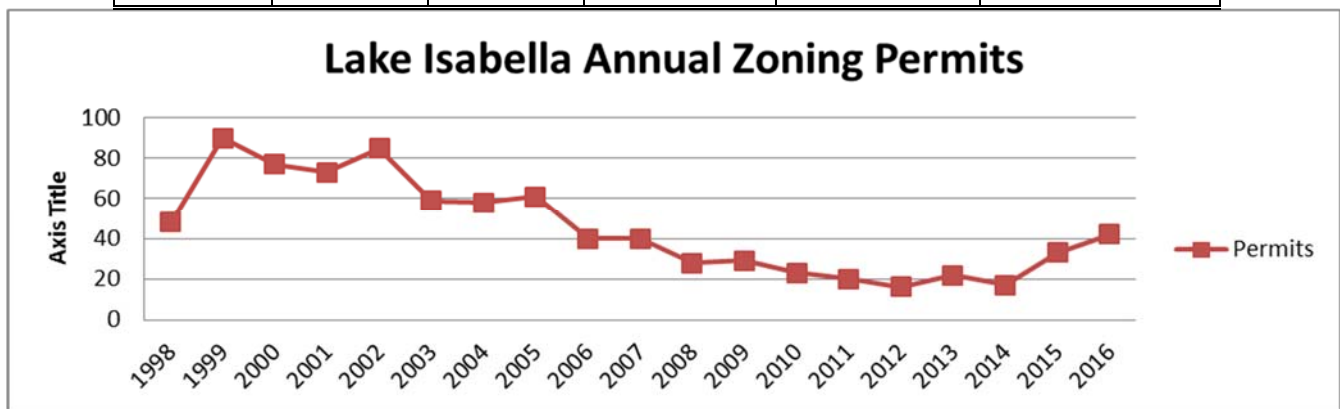
Prepared By:

Tim Wolff

Village Manager & Planning Commission Secretary

Permit & Activity Historical Summary

Table 1. Zoning Activity History 1998 - 2016					
Year	Total Zoning Permits	New Home Permits	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
2014	17	2	0/0	4	8
2015	33	4	1/1	6	10
2016	42	4	1/0	4	9
Totals	861	348	51/38	53	184



2016 Planning Commission Activity

Zoning Ordinances

In 2016 the Planning Commission continued work on implementing the goals and projects of the Village's recently adopted Master Plan. During this calendar year, the Planning Commission recommended the following five ordinances to the Village Council:

- **Ordinance 2016-01:** The purpose of this Ordinance was to amend the zoning code to allow for accessory structures to be constructed on parcels made up of multiple lots which are separated by a private or public street, but combined for taxation and by a recorded deed restriction, as well as to prevent the future decoupling of such parcels if developed. [This ordinance was adopted by the Village Council.](#)
- **Ordinance 2016-03:** The purpose of this Ordinance was to amend the zoning code by modifying the development requirements applicable to accessory structures in residential districts, and the development requirements for accessory structures which are subordinate to single-family residential uses in non-residential districts. These changes were made with the intent of allowing development in an orderly manner that adds value to the community and increases the ability of property owners to use and enjoy their property while placing reasonable restrictions which ensure development enhances the quality of life enjoyed in the various neighborhoods of the community. [This ordinance was adopted by the Village Council.](#)
- **Ordinance 2016-06:** The purpose of this Ordinance was to amend the Site Plan review process and Site Plan requirements contained in the zoning code. These amendments were made to ensure that the Village of Lake Isabella has sufficient information to review when considering land use actions. [This ordinance was adopted by the Village Council.](#)
- **Ordinance 2016-07:** The purpose of this Ordinance was to amend the zoning code of the with respect to the permitted and special land uses. The amendments in this ordinances were made to add clarity to the zoning ordinance by creating a central location for all land uses to be found. During a review of the zoning code earlier in the year, staff had noticed that there were several instances of uses being listed in particular districts that lacked a definition in the ordinance. There were also multiple terms used to identify the same use. An example of this was “gas stations” and “filling stations” used in different

zoning districts to list the same use. This ordinance also updated the definitions of those land uses, ensuring that every land use has a definition in the zoning code. [This ordinance was adopted by the Village Council.](#)

- **Ordinance 2016-08:** The purpose of this Ordinance is to amend the regulations controlling the use and construction of fences, walls, and pet enclosures in a manner which enhances and protects the public health, safety, and general welfare by ensuring quality workmanship, pleasing aesthetics, and prohibiting fences which may degrade to the overall character of the village or otherwise have a negative impact property values. The ordinance addresses changes to various definitions, and then largely returns the regulation of fences and similar items back to the regulatory framework that existed in 2008. [The Planning Commission has recommended the ordinance to the Village Council, and the Council has introduced the draft and set a public hearing for its April 25, 2017, meeting.](#)

Special Land Use (SLU) Applications

The Planning Commission did not receive or review any SLU applications during 2016.

Site Plans Reviewed

The Planning Commission did not receive or review any Site Plan applications during 2016.

Use Determination

The Planning Commission did have one unique item of business during the fall. A project was presented that did not match any of the uses or definitions in the zoning code. In working with the Zoning Administrator, the Planning Commission reviewed the scope of the proposed use and in December adopted the Zoning Administrator's recommendation of how the proposed use should be classified in the zoning code.

Other Business

The Planning Commission also reviewed one Preliminary Site Plan regarding the expansion of an established business in the Village. The Planning Commission had also planned to hold a public hearing at its January meeting to begin work on implementing the recommendations of the Village's Master Plan for the area around the airport. That meeting had to be canceled as there was not a quorum available. When the Planning Commission did meet next, it was

felt other items of business were more pressing. Further work on that issue has been postponed until other items of business are addressed. The Planning Commission also began work on an update to the Special Land Use section of the zoning code. This update comes on the heels of the update done in Ordinance 2016-07. It is anticipated that the Planning Commission will be able to finish this ordinance in the first-half of 2017.

2016 Zoning Board of Appeals Activity

The Zoning Boards of Appeals met only once during the 2016 year. A second meeting was scheduled but was not held as a quorum was not present. The issue under consideration at this meeting may be impacted in part by proposed ordinance 2016-08. As such, further action on the request has been postponed until the Council acts on that proposed ordinance as the amends to the zoning code contained in that ordinance would address one of the areas where a variance has been requested.

2016 Code Enforcement Action

The table below provides a general breakdown on the types of code violations handled by the department since 2010:

Type of Case	2010	2011	2012	2013	2014	2015	2016
Animal Control	24	13	25	12	3	10	4
Blight	173	138	178	102	60	57	68
Fireworks/Burning	11	6	9	1	1	3	2
Miscellaneous	1	2	7	8	2	1	4
Noise	0	3	1	1	1	0	0
Rental Code	6	34	33	54	36	47	33
Sign Code	3	0	2	1	0	0	0
Streets	0	0	6	26	22	21	18
Trailer/RV	12	0	11	21	2	7	6
Zoning	9	7	23	17	12	13	24
TOTAL	239	203	295	243	139	159	159

Staff Professional Development

Professional staff to both the Planning Commission and Zoning Board of Appeals is primarily provided for by the Village Manager. Tim Wolff has served in this role since 2004 and holds the following related credentials:

- Master Citizen Planner, Michigan State University Extension
- Certified Zoning Administrator, Michigan State University Extension
- Michigan Association of Planning, Member
- American Planning Association, Member
- Form-Based Codes Institute, Graduate

During 2016, Mr. Wolff participated in a bi-monthly training series offered by MSU to maintain his Master Citizen Planner status. That training was conducted by webinar, and included the following topics:

- **Streamlining your Zoning Ordinance** - This webinar will provide some brief tips for streamlining your zoning ordinance using clear and non-redundant ordinance organization, effective use of charts and illustrations, and technology tools to improve access and navigability.
- **Multi-Modal Transportation for Attracting Talent and Jobs** - Streets are for more than just cars. From bikes to bus rapid transit, this webinar will discuss how to design streets for multi-modal transportation options designed to create 'Place' and attract target demographics such as knowledge workers and retiring boomers.
- **Primer on Regulating Signs after *Reed v. Gilbert*** - In June of 2015, the US Supreme Court ruled that regulations that categorize signs based on the type of information they convey and then apply different standards to each category are content-based regulations of speech that are not allowed under the First Amendment to the US Constitution. In this webinar, participants will learn the fundamentals for keeping sign regulation content neutral.
- **Planning for Tourism** - The US remains in the top five globally for international tourism arrivals for the second year in a row. In 2014, Michigan received approximately 113 million visitors. Counties and communities are interested in capturing dollars via Michigan's tourism industry, but many aren't quite sure where to begin. This session will

look at demographic trends in travel and tourism niche markets. The session will also explore tourism area life cycle models communities should be aware of as they plan for tourism.

- **Selecting a Planning Consultant, Municipal Attorney, and More** - When contracting with professional services (a planner, attorney, zoning administrator, etc.) seeking the low bid is not the best way to go. The preferred competitive selection process is “Qualifications-Based Selection” (QBS). This webinar walks through QBS, research results as to why it is better, and the steps of how it is done.
- **Regionalism: Moving Park Development Beyond Traditional Boundaries** - Learn how to collaborate with neighboring communities and like-minded partners on park development and recreational opportunities. This webinar will provide current successful examples of partnerships resulting in new park development and programming made possible with the help of several partners’ efforts.

In addition to the training undertaken by MSU, Mr. Wolff also attended a seminar hosted by the Michigan Economic Development Corporation to begin the process of submitting materials to have the Village classified as Redevelopment Ready Community. “The Redevelopment Ready Communities® (RRC) Program is a statewide certification program that supports communities to become development ready and competitive in today’s economy. It encourages communities to adopt innovative redevelopment strategies and efficient processes which build confidence among businesses and developers. Through the RRC program, local municipalities receive assistance in establishing a solid foundation for development to occur in their communities – making them more attractive for investments that create places where people want to live, work and play.”¹ The Village has already put in place many of the “best practices” which are sought in the RRC program, and staff plans to continue to work toward addressing regulations and processes to meet the requirements of the RRC program.

¹ <http://www.michiganbusiness.org/cm/files/fact-sheets/redevelopmentreadycommunitiesprogram.pdf>

Roster & Terms

Planning Commission	
Member	Term Expires
Jeff Grey*	January, 2017
Robert Laraway, Vice-Chair	July 1, 2017
Angela Schofield	July 1, 2017
Farzad Tafreshi	July 1, 2018
George Dunn	July 1, 2018
Dave McGrath, Chairman	July 1, 2019
Bill Preuss	July 1, 2019

Zoning Board of Appeals	
Member	Term Expires
Dave McGrath**	July, 2017
Arnold Griffin***	January, 2017
Lee Price	July 1, 2017
John Dauffenbach	July 1, 2018
Arvil King, Chairman	July 1, 2019

* *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 2016 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 2016 General Election.*