

## ANNUAL REPORT FOR 2024

<b>TO:</b>	Board of Trustees	<b>DATE:</b>	November 13, 2024
<b>FROM:</b>	Planning Commission		
<b>ACTION:</b> To adopt the annual report to the Board of Trustees as required by the Michigan Zoning Enabling Act and the Planning Commission Bylaws.			

### 2024 Meetings

The Planning Commission met on the third Tuesday of each month in 2024. There were no canceled meetings or additional special meetings held.

### Site Plan and Other Applications for Planning Commission Action

1. **PRESPR23-03 Preliminary Site Plan application** for Valvoline Instant Oil Change Shop on the south side of E. Bluegrass Rd. west of Encore Blvd. **(APPROVED)**
2. **PSUP23-01 Special Use Permit application** from Brent Curtiss for a Short-Term Rental at 5339 E. Broadway Rd. **(APPROVED)**
3. **PFINAL24-01 Final Site Plan application** for Walmart Grocery Pick-Up Services Expansion and Parking Lot Site Improvements. Located at 4730 Encore Blvd. **(APPROVED)**
4. **Request for Extension of the Final Site Plan approval from the Planning Commission** for PSPR22-19 Prestige Center Assisted Living and Memory Care Expansion at 5785 E. Broadway Road **(APPROVED)**
5. **PTXT24-01 Zoning Ordinance Amendments** – Township-initiated Zoning Ordinance amendments to Section 11 (Signs). **(Recommended to the Board of Trustees for adoption)**
6. **PSUP24-01 Special Use Permit application** from Howling Hammer Builders, Inc. for an accessory dwelling unit within a new single-family dwelling at 3057 Paddock Lane in the AG zoning district. **(APPROVED)**
7. **PTXT24-02 Zoning Ordinance Amendments** – Township-initiated Zoning Ordinance amendments to Section 14.2 (Site Plan Review) for administrative approval of final site plans that fully conform to applicable ordinance standards and to Section 12.5 (Nonconforming Sites) to clarify application of provisions to minor site plans subject only to administrative approval **(Recommended to the Board of Trustees for adoption)**
8. **PRESPR24-01 Preliminary Site Plan application** for Isabella County Materials Recovery Facility Additions (4208 E. River Rd.). **(APPROVED)**
9. **PREZ24-01 Zoning Map amendments amendment** - Township initiated rezoning request for the 0.53-acre lot at 943 S. Isabella Road (PID14-001-30-004-01) rezoned from I-1 Light

Industrial District to R-1 Rural Residential District. **(Recommended to the Board of Trustees for adoption)**

10. **PRESR24-02 Preliminary Site Plan application** for new Leos's Coney Island and Big Chicken restaurants with drive through windows plus two retail spaces on the south side of E. Bluegrass Rd. west of Encore BLVD in the B-5 (Highway Business) zoning District. **(under review)**

### **Minor Site Plan Applications for Zoning Administrator Approval**

As authorized by the Zoning Ordinance No. 20-06, as amended, a range of potential development projects are now eligible for administrative review and approval of a "minor site plan" by the Zoning Administrator. This process provides significant benefits to developers by reducing review time and a reduced scope of detail typically needed for a minor site plan:

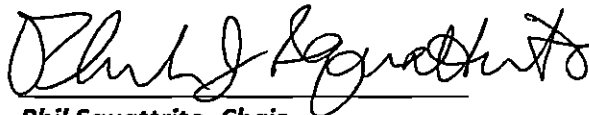
11. **PMINORSR24-01 Minor Site Plan application** for exterior door modifications on south wall and outdoor patio area for Victory Church located at 2445 S. Lincoln Road. **(APPROVED)**
12. **PMINORSR24-02 Minor Site Plan application** to ensure adequate parking for change of use from medical office to insurance office use with modified interior layout located at 2185 E. Pickard Road. **(APPROVED)**
13. **PMINORSR24-03 Minor Site Plan application** for 512-square-foot accessory structure at the Renaissance Academy school located at 2797 S. Isabella Road. **(APPROVED)**
14. **PMINORSR24-04 Minor Site Plan application** Self Storage Warehouses (5252 S. Mission Rd.) – amendments to the approved final site plan for a modified entrance, gate, and interior circulation design. **(APPROVED)**
15. **PMINORSR24-05 Minor Site Plan application** amending a change of use and floor plan layout from the approved PFINALR23-02 indoor golf, archery range and office space plan. **(APPROVED)**
16. **PMINORSR24-06 Minor Site Plan application** for lighting plan of wall pack lights and new fixtures on existing light poles that were not on approved PFINALR24-01 site plan for Walmart Grocery Pick-Up Services Expansion and Parking Lot Site Improvements. Located at 4730 Encore Blvd. **(APPROVED)**
17. **PMINORSR24-07 Minor Site Plan application** for replacement and expansion of gate enclosure for Consumers Energy substation related to safety located on S. Crawford Rd. **(APPROVED)**
18. **PMINORSR24-08 Minor Site Plan application** for the Prestige Center Assisted Living and Memory Care Expansion at 5785 E. Broadway Road –modified sidewalk location and landscaping modifications. **(APPROVED)**
19. **PMINORSR24-09 Minor Site Plan application** for removal of inground pool and replacement of open green area/dog park for residents of multi-family residential complex located at 4300 S. Collegiate Way. **(APPROVED)**

20. **PMINORSR24-10 Minor Site Plan application** for alterations of façade of a site condominium located at 3046 Jen's Way. **(APPROVED)**
21. **PMINORSR24-11 Minor Site Plan application** for lighting plan of exterior pavilion, pickleball courts and shuffleboard courts at the Isabella County Commission on Aging located at 2200 S. Lincoln Road. **(APPROVED)**
22. **PMINORSR24-12 Minor Site Plan application** amending the approved landscaping plan PFINALSPR23-02 indoor golf, archery range and office space, and PMINOR24-05 changes in and floor layout located at 2160 E. Remus Road. **(APPROVED)**
23. **PMINORSR24-13 Minor Site Plan application** for change in use from carpet floor sales and installation to CrossFit gym located at 2262 E. Remus Road. **(APPROVED)**

### **Other Items of Planning Commission Business**

- Review and revision of the proposed Private Road Ordinance, with a final recommendation to the Board of Trustees for adoption.
- Review and revision of the proposed Sidewalk and Pathway Ordinance, with a final recommendation to the Board of Trustees for adoption.
- Review and revision of an updated Sidewalk and Pathway Construction Policy Resolution, with a final recommendation to the Board of Trustees for adoption.
- Elected Officers for 2024 and appointed Nivia McDonald as liaison from the Planning Commission to the Zoning Board of Appeals.
- Discussion of accomplishments, projects, desired outcomes, and discussion topics to share with the Board of Trustees during the 2024 Annual Joint Meeting.
- Discussion of the Final Report of Findings for the 2023 Township Survey of Residents for the Master Plan and Parks & Recreation Plan Update Project.
- Discussion of the R-1 and I-1 Zoning district boundaries on the east side of S. Isabella Rd. North of E. River Rd.; consideration of initiating a proposed rezoning of one or more lots from I-1 to R-1.
- Discussion of accessory dwelling regulations in Zoning Ordinance No 20-06.
- Continuation of a Process to Update the Master Plan and Parks & Recreation Plan.
- Chairman Squattrito and Commissioner Gross attended training seminars from the Michigan Association of Planning.

Respectfully submitted,



**Phil Squattrito, Chair**

*Prepared by Peter Gallinat, Zoning Administrator*