

Memorandum

To: Hart City Council
Date: January 17, 2020
From: David M. Jirousek, AICP – Horizon Community Planning
RE: 2020 Annual Report

Overview

The Michigan Planning Enabling Act requires the Planning Commission to provide an annual written report to the City Council concerning its operations and the status of planning activities, recommendations, and goals. The Planning Commission’s notable accomplishments in 2018 and 2019 include the revision to the Bylaws and Rules of Procedure, an amendment to the Sign Chapter, an amendment to zoning regulations concerning primary caregivers, an amendment to prohibit marihuana facilities and establishments, and a review and recommendation of the City of Hart Marketing and Branding Strategy. Additionally, two training sessions were held during this two-year timeframe.

Concerning development review, the workload was light, which is consistent with the past few years. Over two years, the Planning Commission reviewed rezoning requests for three parcels, one residential Planned Unit Development project, and one commercial site plan. There is an average of 2-3 formal development reviews per year.

The following is a summary of 2018-2019 accomplishments and proposed goals for 2020.

Planning Commission Membership

Planning Commission Member	Term Expiration
Betty Root, Chair	02/2022
Robert Splane, Councilor	05/2021
Jack Wittman, Member	01/2023
Peggy Wittman, Member	05/2019
Diane LaPorte, Member	05/2020
Jim Cunningham, Member	05/2020
Gale Goldberg, Member	05/2022

2018 Summary

The Planning Commission met seven times in 2018, which complies with the requirements of the Michigan Planning Enabling Act.

Development Reviews

- June 7, 2018. Smith's Auto Sales, rezone a parcel from residential to C-2. Motion to recommend denial passed with 4 yes and 3 no.
- June 7, 2018. Adams Cooling & Heating/rezone request from A-2 Apartment to C-2 Limited Commercial. Motion to recommend approval passed with 7 yes and 0 no.
- July 12, 2018. Rezoning of parcel 64-020-315-004-00 from A-2 Apartment to C-2 Limited Commercial. Motion to recommend approval passed with 5 yes and 0 no.

Other Actions

- December 6, 2018. Bylaws and Rules of Procedure. Motion to approve passed with 6 yes and 0 no.

Discussions

- June 7, 2018. Planning and Zoning Orientation training; Redevelopment Ready Communities Certification; Gray & Company annexation request.
- July 12, 2018. Redevelopment Ready Communities Certification.
- August 2, 2018. Roberts' Rules of Order training; Redevelopment Ready Communities Certification.
- September 6, 2018. Bylaws and Rules of Procedure.
- October 4, 2018. Bylaws and Rules of Procedure.
- November 8, 2018. Bylaws and Rules of Procedure.

2019 Summary

The Planning Commission met seven times in 2019, which complies with the requirements of the Michigan Planning Enabling Act.

Development Reviews

- February 7, 2019. The Cottages at Griswold Senior Living – PUD rezoning and site plan. Motion to recommend approval passed with 4 yes and 0 no.
- November 7, 2019. Site plan for parcel no. 020-313-002-00 on Oceana Drive for Adams Heating and Cooling. Motion to approve passed with 4 yes and 1 no.

Zoning Text Amendments

- March 7, 2019. Sign Ordinance amendments. Motion to recommend approval passed with 4 yes and 0 no.
- April 4, 2019. Chapter 1263 Prohibition of Recreational Marihuana Establishments and Marihuana Facilities. Motion to recommend approval passed with 5 yes and 1 no.
- May 16, 2019. Sign Ordinance amendments. Motion to recommend approval passed with 5 yes and 1 no.
- October 3, 2019. Repeal Registered Primary Caregiver Regulations Section 1243.27. Motion to recommend approval passed with 5 yes and 1 no.
- November 7, 2019. Sign Ordinance amendments. Motion to recommend approval passed with 5 yes and 0 no.

Other Actions

- October 3, 2019. City of Hart Marketing and Branding Strategy. Motion to recommend approval passed with 6 yes and 0 no.

Discussions

- February 7, 2019. Sign Ordinance; Marihuana Regulation.
- March 7, 2019. Marihuana Regulation.
- April 4, 2019. Sign Ordinance.
- May 16, 2019. None.
- October 3, 2019. Sign Ordinance.
- November 7, 2019. Off-Road Vehicle Ordinance.
- December 5, 2019. Off-Road Vehicle Ordinance.

Training

- June 7, 2018. Planning and Zoning Orientation training.
 - Betty Root
 - Jim Cunningham
 - Diane LaPorte
 - Al Martin
 - Peggy Wittman
 - Joe Frontiera
 - Rob Splane
- August 2, 2018. Roberts' Rules of Order training.
 - Betty Root
 - Jim Cunningham
 - Al Martin
 - Diane LaPorte
 - Peggy Wittman
- Fall of 2019. Master Citizen Planner Certificates.
 - Gale Goldberg
 - Robert Splane
 - Jack Wittman
 - Peggy Wittman

Potential Goals for 2020

1. Discuss feedback on development processes and potential improvements to processes or requirements (RRC best practice).
2. Continuing education- identify topics and opportunities and schedule a session (RRC best practice).
3. 2017 Master plan implementation- short-term actions:
 - a. Assess downtown zoning districts and the City's ability to allow and incentivize redevelopment of existing vacant or underused structures. Investigate the possibility of amending the zoning ordinance to accommodate redevelopment and revise regulations as necessary.

- b. Assess the zoning ordinance regulations concerning housing types common for retirement age residents and ensure there are no regulatory barriers for a variety of housing types for potential permanent residents.
 - c. Expand residential zoning to consider attached single-family dwellings.
- 4. Achieve and maintain Redevelopment Ready Communities® certification.
- 5. Other goals to be determined by the Planning Commission and Staff.