



2021 ANNUAL REPORT FOR PLANNING AND ZONING

Table of Contents

1.0 Introduction	2
2.0 Membership	2-3
3.0 Meetings	4
4.0 Planning Commission Responsibilities	5
5.0 Planning Commission Activity in 2021	5
5.1 Master Plan Update	5
5.2 Site Plan Reviews	6
5.3 Special Land Use.....	6
5.4 Ordinance Amendments	6
5.5 5 Year Parks & Recreation Plan.....	6
5.6 Planning Commission Goals for 2022	6
5.7 Internal Review Process.....	6
6.0 Zoning Board of Appeals Activity in 2021	6
7.0 Planning & Zoning Director Activity in 2021	7-8

1.0 Introduction

The Charter Township of Oscoda Planning Commission functions under and has their powers and duties set forth by both The Michigan Planning Enabling Act (PA 33 of 2008) and the Michigan Zoning Enabling Act (PA 110 of 2006). The Michigan Planning Enabling Act (MPEA) provides for the creation, organization, power(s), and duties of Planning Commissions. The Michigan Zoning Enabling Act (MZEA) provides for the adoption of zoning ordinances and the establishment of zoning districts and prescribes powers and duties of certain officials including the Planning Commission.

Section 19 of the MPEA (MCL 125.3819) requires the Charter Township of Oscoda Planning Commission to make an annual written report to the Charter Township Board of Trustees. This report is to provide the Board with a summary and status of planning activities over the past year.

2.0 Membership

Planning Commission Membership

The MPEA states that the membership of the Planning Commission shall be representative of important segments of the community, such as economic, governmental, educational, and social development of local unit government, in accordance with the major interests as they exist in the local unit of government, transportation, industry and commerce. The membership shall also be representative of the entire geography of the local unit of government to the extent practicable (MCL 125.3815).

On June 7, 2021, the Planning Commission election of officers took place. The Planning Commission reelected Mimi McDonald as Chair and reelected Ed Davis as Vice Chair. Greg Schulz was elected as the Zoning Board of Appeal Representative by the Planning Commission. The Board of Trustee accepted Mimi McDonald's letter of resignation on December 13, 2021. Upon Ms. McDonald's resignation, Mr. Davis became the Planning Commission Chair. Mr. Palmer was reelected by the Board of Trustee to serve as the Board of Trustee Representative to the Planning Commission on November 23, 2020 and will serve through November 19, 2024.

As of December 31, 2021, the Planning Commission's membership are as follows:

Planning Commission Member	Term Expiration
Mimi McDonald (Chair)	December 31, 2023 (Resigned) December 7, 2021
Ed Davis (Vice Chair) (Chair)	December 31, 2022 December 8, 2021-Present
Bernie Schenk	December 31, 2022
Jeffery Linderman	December 31, 2023

Greg Schulz (Planning Commission Representative to the Zoning Board of Appeals and Planning Commission Secretary)	December 31, 2023
Ann Victoria Hopcroft	December 31, 2023
Bill Palmer (Trustee Representative)	November 19, 2024
Robert Tasiar (EIC Representative)	December 31, 2024
Cathy Wusterbarth	December 31, 2023 Resigned July 26, 2021

Zoning Board of Appeals Membership

The Charter Township of Oscoda Zoning Board of Appeals was created to exercise the powers and perform the duties prescribed to it in the Michigan Zoning Enabling Act (Public Act 110, of 2006). The Zoning Board of Appeals is comprised of five (5) members and one (1) alternate recommended by the Township Supervisor and appointed by the Charter Township of Oscoda Board of Trustees.

On June 21, 2021, the Zoning Board of Appeals election of officers took place. The Zoning Board of Appeals reelected Catherine Gavin-Larive as Chair and James Biggar as Vice Chair. The Board of Trustees accepted a letter of resignation from Catherine Gavin-Larive on October 11, 2021.

As of December 31, 2021, the Zoning Board of Appeal’s membership are as follows:

Zoning Board of Appeals Members	Term Expiration
Catherine Gavin-Larive (Chair)	December 31, 2022 Resigned (October 31, 2021)
James Biggar (Vice Chair) (Chair)	December 31, 2022 October 31, 2021-Present
Jeff Rush	December 31, 2022
Greg Schulz (Planning Commission Representative to Zoning Board of Appeals)	June 1, 2022
Cynthia Schwedler	December 31, 2023
Adam Hume	December 31, 2023

All Planning Commission members, Zoning Board of Appeals members, the Planning & Zoning Director, and additional organizational staff members are members of the American Planning Association Michigan Chapter.



American Planning Association
Michigan Chapter

Creating Great Communities for All

3.0 Meetings

At the January 4, 2021 meeting, the Planning Commission set their meetings for the First Monday of every month at 7pm to be held via Zoom or at the Robert J Parks Library.

On March 10, 2020 Governor Whitmer issued the first of many Executive Orders; Executive Order 2020-4 (COVID-19) declared a state of emergency. Due to the novel coronavirus (COVID-19) a respiratory disease that can result in serious illness or death. On March 18, 2020 Governor Whitmer issued Executive Order 2020-15 which allowed for the temporary authorization of remote participation in public meetings and hearings and temporary relief from monthly meeting requirements for school boards. All meetings are held in compliance with the Open Meetings Act (PA 267 of 1976) or to the extent of the Michigan Governor's Executive Orders as related to Open Meetings Act (PA 267 of 1976). In accordance with Ordinance 2021-269, the Oscoda Township Boards are meeting electronically to maintain compliance with the declaration of a local STATE OF EMERGENCY and thereby allowing continuation of the practice of public meeting attendance by virtual electronic means, ending December 31, 2021.

As the Planning Commission and Community faced the unique times of the novel coronavirus (COVID-19), they held their first virtual meeting on May 4, 2020 via Zoom and continued virtual meetings through all of 2021. The Planning Commission held a total of zero (0) regular meetings in person at the Robert J Parks Library with an additional twelve (12) regular meetings and five (5) special meetings being held via Zoom. The Planning Commission Sub-Committee held three (3) work sessions.

4.0 Planning Commission Responsibilities

- Perform Site Plan Reviews as required in the Zoning Ordinance.
- Conduct public hearings on and make decisions on Special Use Permit requests as specified in the Zoning Ordinance.
- Conduct public hearings on and make recommendations to the Board of Trustees on Zoning Ordinance Text Amendments in accordance with the MZEA, Charter Township of Oscoda Zoning Ordinance and the Charter Township of Oscoda Master Plan.
- Update and maintain the Charter Township of Oscoda Master Plan in accordance with the MPEA
- Review and make recommendations, as required by the MZEA, on zoning amendments for the Charter Township of Oscoda.
- Review and comment on any proposed Master Plans or Master Plan amendments for any community within or adjacent to the Charter Township of Oscoda as required by the MPEA.
- Review and comment on the Capital Improvement Plan for 2021 as required by MPEA

5.0 Planning Commission 2021 Activity

The Planning Commission continued to be active this past year as they strived to meet their responsibilities for the year. The Planning Commission and Planning Commission Sub Committee continuously reviewed the Zoning Ordinance and in doing so, recommended multiple changes to the ordinance. This was done with careful consideration of the needs of the community. The following is a summary of all activity in 2021:

- 5.1 Master Plan Review:** According to the Michigan Planning Enabling Act, the Commission shall review the Master Plan at least every five years and determine whether to commence the procedure to amend the Master Plan or adopt a new Master Plan. The Planning Commission approved the adoption of the Amended and Restated Master Plan of 2021 at their March 1, 2021 meeting.

2021 AMENDED AND RESTATED COMMUNITY MASTER PLAN

B R 
Beckett & Raeder

- 5.2 Site Plan Reviews:** In 2021, a total of nine (9) Site Plans were reviewed by the Planning Commission. Site Plan Uses included Commercial Building Additions, Recreation Marihuana Facilities, Mini-Warehouses, Storage Building, Poultry Shed, and a Hotel.
- 5.3 Special Land Use:** In 2021 a total of three (3) Special Land Use Permits were reviewed by the Planning Commission. Special Land Uses include Recreation Marihuana Facilities.
- 5.4 Ordinance Amendments:** In 2021 the Planning Commission Sub-Committee held three (3) work sessions. The Planning Commission approved four (4) ordinance amendments and three (3) new ordinances. One new ordinance was converting most of the B-2 District to Form Base Code. The new district is called Corridor Business District.
- 5.5 5 Year Parks and Recreation Plan:** The Planning Commission contracted with Beckett & Raeder to write the new 5 Year Parks and Recreation Plan for 2022-2026. The Planning Commission held a community input session on September 29, 2021 to receive further feedback on the survey regarding the plan. The initial survey was distributed September 10, 2021 and ended on October 6, 2021. The Planning Commission, on November 1, 2021, held the required public hearing and on December 6, 2021, approved the 5 Year Parks and Recreation Plan. The 5 Year Parks and Recreation Plan will go on the Charter Township of Oscoda Board of Trustee's January 10, 2022 agenda for final approval. The Final Draft will be submitted to the MDNR on or before February 1st, 2022.
- 5.6 Planning Commission Goals for 2022:** The Planning Commission in 2022 will strive to complete many of the action items in the amended and restated Community Master Plan. Some of the goals in the Master Plan include preparing a Downtown Plan, Aligning Zoning to accommodate the housing mix recommendations and seeking funding sources to implement other plans. The Planning Commission will continue to work on ordinance revisions and new ordinances as needed.
- 5.7 Internal Review Process:** The Internal Review Process is a RRC prescribed process. By mailing out surveys on a quarterly basis, the survey results help continuously improve the Planning Commissions site plan approval process. Three surveys were mailed in the first quarter of 2022 for 2021 activity. One response was received giving a great review of the administrative staff and processes.

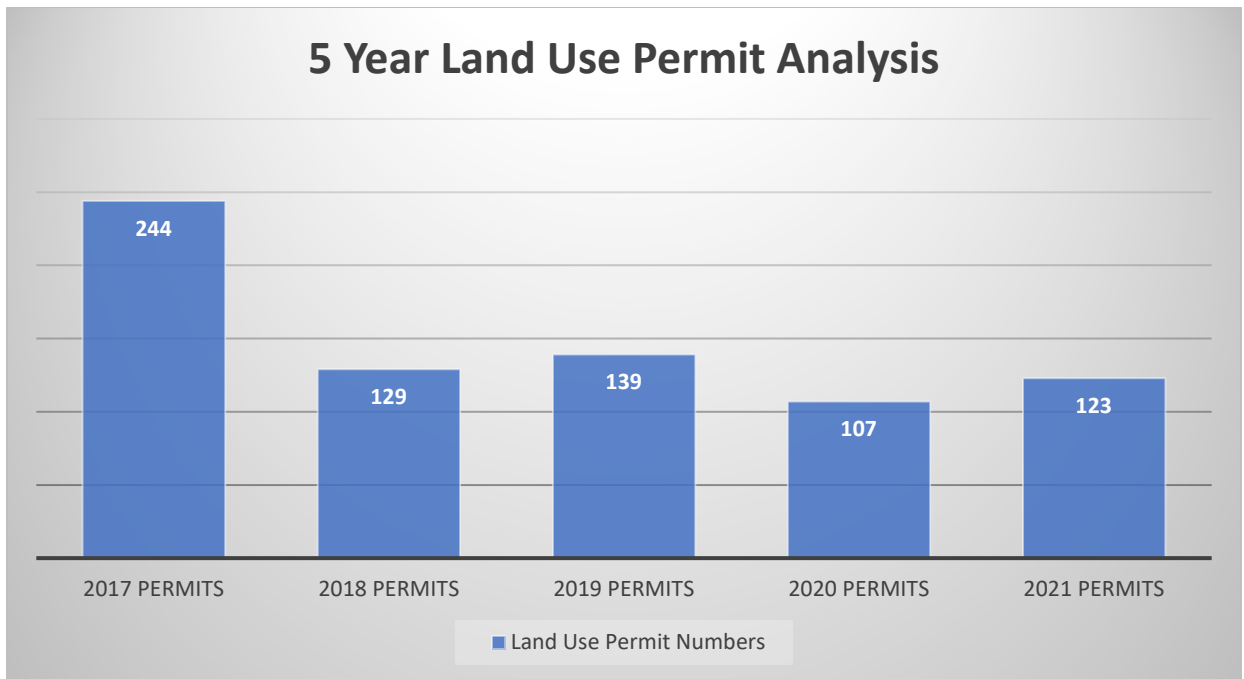
6.0 Zoning Board of Appeals Activity in 2021:

The Zoning Board of Appeals held a total of four (4) Regular Meetings, all in accordance with the Open Meetings Act. One (1) variance request was approved, and one (1) variance request was denied. The MZEA requires that the Zoning Board of Appeals hold a minimum of 2 Regular Meetings per year. (MCL 125.3304).

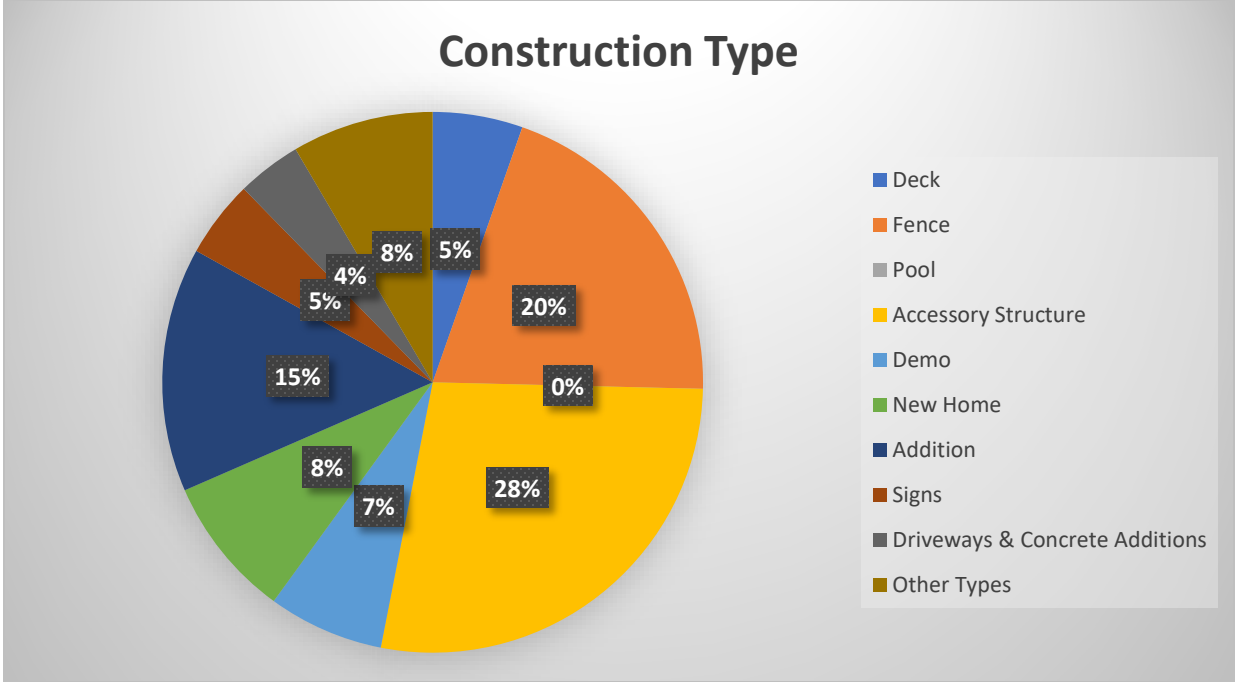
7.0 Planning & Zoning Director Activity in 2021

The Charter Township of Oscoda hired Planning and Zoning Director, Nichole Vallette in May of 2021.

The Planning & Zoning Director approved 123 Land Use permits. The total number of Land Use permits issued is up 14.95% from 2020. The chart below breaks down the number of permits over the last five years.



The breakdown below identifies the use type for approved Land Use Permits.



The Planning & Zoning Director will continue to work with multiple departments in preparing plans and other planning and management proposals and will also continue to work with other departments on a wide variety of planning and zoning issues and opportunities.