

**OSCODA TOWNSHIP
ANNUAL MEETING OF THE BOARDS
AGENDA & NOTICE
May 9, 2023 – 2:00 P.M.
SHORELINE PLAYERS
6000 N. Skeel Ave.
Oscoda, MI 48750
(989)739-3586**

Posted Date: May 8, 2023

Press Notification Date: May 8, 2023

Posted by: Tara Lyons

- I. Welcome & Call to Order
- II. Roll Call
- III. Additions / Changes to the Agenda
- IV. Meeting Statement of Purpose
- V. Planning Commission
 - a. Overview
 - b. 2022 Annual Report
- VI. Zoning Board of Appeals
 - a. Overview
 - b. 2022 Annual Report
- VII. Economic Improvement Committee
 - a. Overview
 - b. 2022 Annual Report
 - c. 2023 Strategic Goals
- VIII. Public Comment
- IX. Board Comment
- X. Adjournment



2022 ANNUAL REPORT FOR PLANNING AND ZONING

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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 6, 2022, the Planning Commission election of officers took place. The Planning Commission elected Jeffery Linderman as Chair and elected Robert Tasior as Vice Chair. Greg Schulz was elected as the Zoning Board of Appeal Representative by the Planning Commission. Bill 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, 2022, the Planning Commission's membership are as follows:

| Planning Commission Member | Term Expiration |
|---|-------------------|
| Jeffery Linderman (Chair) | December 31, 2023 |
| Robert Tasior (Vice Chair & EIC Representative) | December 31, 2024 |
| Bernie Schenk | December 31, 2022 |
| Ed Davis | December 31, 2022 |

| | |
|---|-------------------|
| 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 |

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 (currently vacant as of December 31, 2022) recommended by the Township Supervisor and appointed by the Charter Township of Oscoda Board of Trustees.

On June 21, 2022, the Zoning Board of Appeals election of officers took place. The Zoning Board of Appeals elected James Biggar as Chair, Greg Schulz as Vice Chair and Jeff Rush as Secretary.

As of December 31, 2022, the Zoning Board of Appeal’s membership are as follows:

| Zoning Board of Appeals Members | Term Expiration |
|--|-------------------|
| James Biggar (Chair) | December 31, 2022 |
| Jeff Rush (Secretary) | December 31, 2022 |
| Greg Schulz (Vice Chair) (Planning Commission Representative to Zoning Board of Appeals) | June 1, 2023 |
| 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, 2022 meeting, the Planning Commission set their meetings for the First Monday of every month at 6pm to be held at the Robert J Parks Library.

The Planning Commission held a total of twelve (12) regular meetings in person at the Robert J Parks Library with an additional four (4) special meetings. The Planning Commission Master Plan Sub-Committee held eleven (11) work sessions. The Planning Commission Ordinance Revision Sub-Committee held eight (8) work sessions and the Township Hall Sub-Committee held two (2) 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 Land 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 2023-2028 as required by MPEA.

5.0 Planning Commission 2022 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 reviews 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 2022:

5.1 Master Plan Goals: The Planning Commission approved the adoption of the Amended and Restated Master Plan of 2021 at their March 1, 2021 meeting. At their January 4th, 2022 Planning Commission meeting, a 2022 Master Plan Action Items and Goals Sub-Committee was created. The purpose of the Sub-Committee is to ensure the Master Plan Goals are being reached by the responsible party. The Sub-Committee held eleven (11) work sessions through 2022.

2021 AMENDED AND RESTATED COMMUNITY MASTER PLAN



5.2 Site Plan Reviews: In 2022, a total of fourteen (14) Site Plans were reviewed by the Planning Commission. Ten (10) of those Site Plans were preliminary Site Plan reviews and one (1) was a final Site Plan Review. Site Plan Uses included Recreation Marihuana Facility, Recreation and Medical Safety Compliance Facilities, Recreation Utility Trailer Sales, Accessory Structure, PUD, Multi-Family, Apartments, Class B Grow Facilities, General Retail Sales, and a final site plan review for Holiday Inn Express Hotel.

5.3 Special Land Use: In 2022 a total of ten (10) Special Land Use Permits were reviewed by the Planning Commission. Special Land Uses include Recreation and Medical Marihuana Safety Compliance Facilities, Recreation Marihuana Facility, Class B Commercial Grow Facilities, PUD, Accessory Structure, Multi-Family, Apartments and Recreation Utility Trailer Sales.

5.4 Ordinance Amendments: In 2022, the Planning Commission Sub-Committee held eight (8) work sessions. The Planning Commission approved six (6) ordinance amendments and two (2) new ordinances. One new ordinance is an Accessory Dwelling Unit (ADU) Ordinance and the other is Micro Housing. The Townships Professional Planner is in the process of rezoning the former Wurtsmith Airforce Base to Form Based Code, to allow for more uses and mixed use.

5.5 New Multi-Use Facility Planning Process: The Planning Commission was tasked by the Township Board at their 2/14/2022 meeting to create a Sub-Committee with the purpose of planning a new township multi-use facility. At

the 3/7/2022 Planning Commission meeting, they decided to create the Sub-Committee utilizing all members of the Planning Commission. Two (2) work sessions have been held to date (12/31/2022) for the planning process. The Sub-Committee is waiting on results of the feasibility study to schedule the next work session to continue the planning process.

5.6 Planning Commission Goals for 2023: The Planning Commission, in 2023, 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 incorporating pedestrian elements and crossings in the US-23 North Corridor, Aligning Zoning to accommodate housing mix recommendations while encouraging mixed use developments 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. Thirteen surveys were mailed out for 2022. In May 2022, the Internal Review Process Team held their yearly meeting where fees were reviewed and adjusted accordingly.

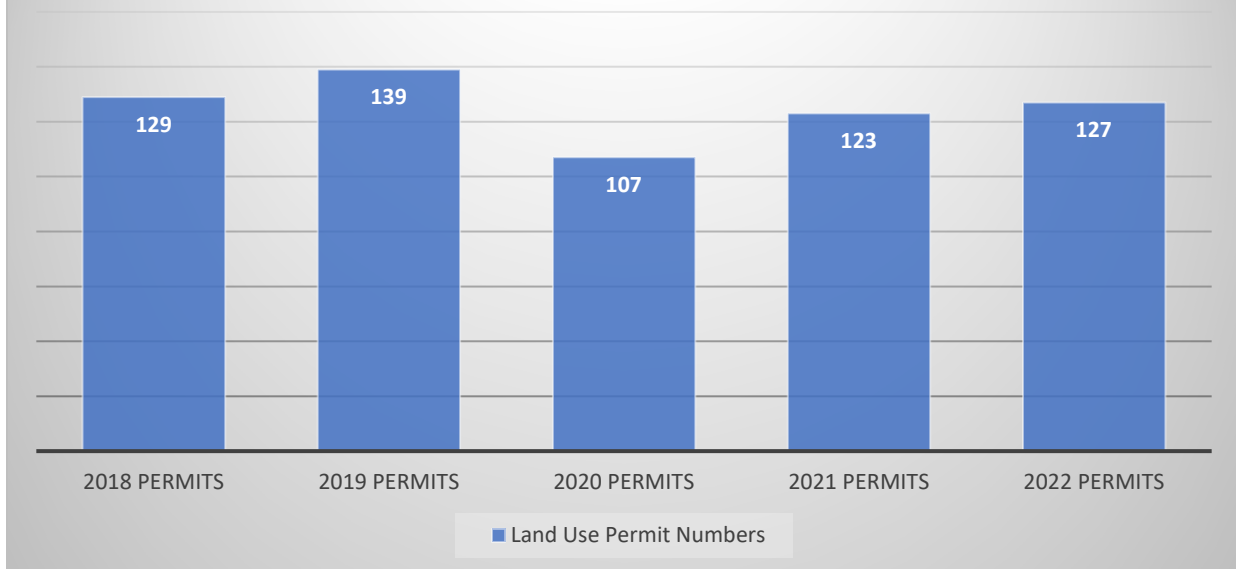
6.0 Zoning Board of Appeals Activity in 2022:

The Zoning Board of Appeals held a total of four (4) Regular Meetings and one (1) special meeting, all in accordance with the Open Meetings Act. 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).

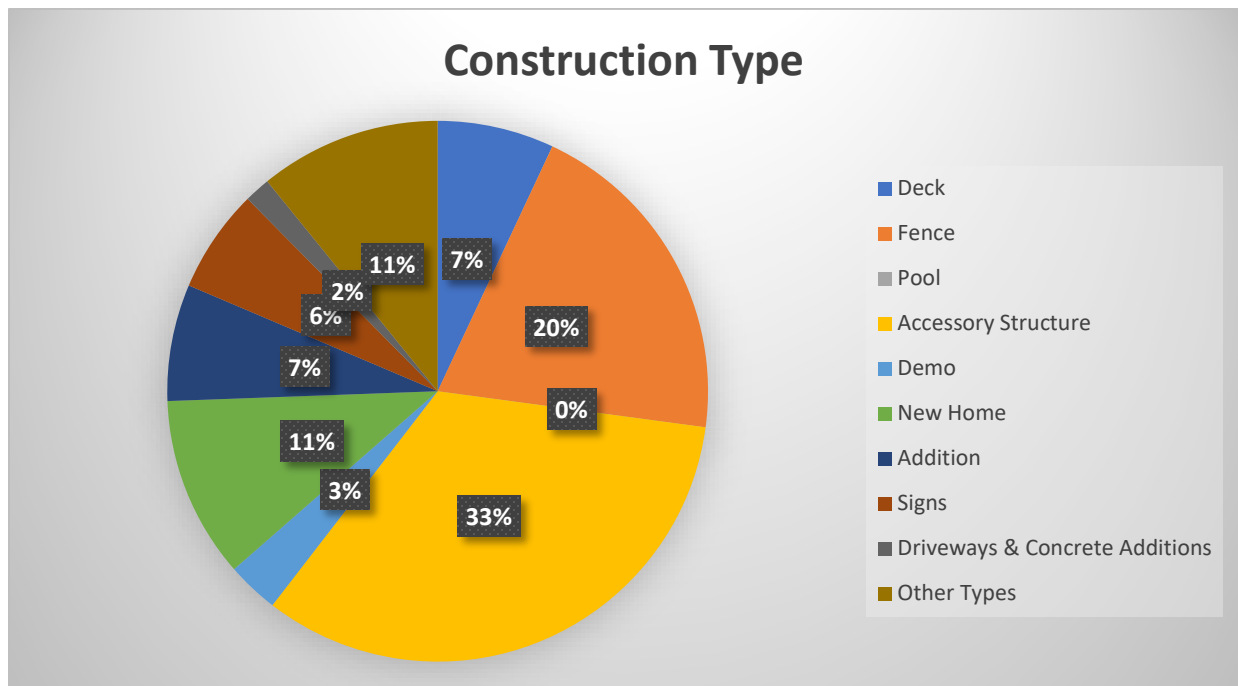
7.0 Planning & Zoning Director Activity in 2022

The Planning & Zoning Director approved 127 Land Use permits and 8 Temporary Use Permits in 2022. The total number of Land Use permits issued is up 3.25% from 2021. The chart below breaks down the number of Land Use Permits over the last five years.

5 Year Land Use Permit Analysis



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.



EIC Annual Report 2023

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Appendix:

PlaceLEAP Implementation Strategies – Community

PlaceLEAP Implementation Strategies – Downtown

1.0 Introduction

On June 25, 2019, the Economic Improvement Committee was created by Resolution Number 2019-20. The mission of the Oscoda Township Economic Improvement Committee is to be a catalyst for economic development and foster a strong economic environment which supports businesses and nurtures growth and new investment in The Charter Townships of Oscoda. The Oscoda Township Economic Improvement Committee is dedicated to promoting and facilitating economic development and to improve quality-of-life by increasing its economic base and encourage new business growth and promote retention of current businesses for the Township as a whole.

2.0 Membership

Per the resolution, the committee shall be comprised of five township residents who will meet at a minimum of once per month. These board members will serve on four-year staggered terms to ensure continuity. To maintain adequate cross representation, at a minimum: one board member shall be one of the Oscoda Board of Trustees (including any of the seven board members), one shall be an Oscoda Township Planning Commissioner, and one shall be a resident of Oscoda Township. The other vacant positions may be filled by Oscoda Township residents whether from another government board or not. The board may add an alternate position who only has voting and deliberation abilities while filling a vacant position or has deliberation rights while serving on a development committee subcommittee or advisory committee. Board members shall be appointed by the Oscoda Township Supervisor and approved by the Charter Township of Oscoda Board of Trustees.

As of December 31, 2022, the Economic Improvement Committee members are as follows:

| Economic Improvement Committee Member | Term Expiration |
|---|------------------------|
| David Iler (Chair) | December 31, 2023 |
| Tony Omani (Vice Chair) | December 31, 2026 |
| Robert Tasiar (Planning Commission Representative) | June 7, 2023 |
| Mary Ed Teuton | December 31, 2023 |
| | |

| | |
|--|-------------------|
| Josh Sutton (Township Board Representative) Secretary | November 20, 2024 |
| Heather Tait (Alternate) | December 31, 2023 |
| | |

3.0 Meetings

Meetings for 2022 were held in person the first Thursday of the month at the Robert J Sparks Library, 4:00 pm. The EIC Committee has adopted the same schedule for 2023.

4.0 Economic Improvement Committee Responsibilities

The vision is to lead the State of Michigan and Northeastern Michigan with an innovative and sustainable economy while attracting new businesses and expertise to enjoy our unique lifestyle. This committee will set the standard in economic growth as a leader promoting investment and development and is responsible for providing leadership for the Township's economic growth strategy. It will create and implement an Economic Development Strategy, design, and employ a Downtown Redevelopment Plan, develop and apply a Community Marketing Strategy and Branding System, qualify and retain Redevelopment Ready Communities Certification, oversee all Brownfield Redevelopment Authority activities, and encourage investment in the Township's Opportunity Zone (or any of the listed subsequent replacement programs), and work to succeed in its mission by the year 2030.

5.0 Economic Improvement Committee 2022 Key Activities & Accomplishments

In 2018 the community embarked on their effort to pursue and achieve the MEDC's Redevelopment Ready Community certification. In 2019, consultants Place + Main were hired to perform a strategic economic development analysis and to ultimately formulate the Township's Economic Development Strategy, referred to as the PlaceLEAP Strategies. The overall strategy is delivered in two implementation segments – Community and Downtown. The Strategies are broken down by subject "Objectives" and then by specific "Tasks". Additionally, this report will include a recap of the RRC progress and other responsibilities of the Economic Improvement Director. The PlaceLEAP Implementation plans can be found in their entirety in the Appendix of this report.

5.1 Economic Development Strategy – Implementation Plan – Community

The Community Implementation Plan is comprised of a total of 11 subject objectives that total 44 tasks to be completed. The nature of the adopted strategies is such that not every objective is the direct responsibility of the EIC, but the EIC plays a supporting role at a minimum. This report addresses only the objectives and tasks assigned directly to the EIC.

5.1.1 Objective 3 – Facilitate the Creation of More Rental Housing:

Market rate housing is by far the most critical issue facing Oscoda today and into the foreseeable future. Lack of housing negatively impacts our local businesses to fill vacant positions, grow new job opportunities, support existing small businesses, bars, and restaurants, and further encourage new businesses to absorb the existing vacant buildings and space. Businesses will prosper and new businesses will open when the year-round sustainable population grows. To that end, we can report the Township closed on the sale of 8.3 acres of land (Skeel Ave) to Danto Builders to build 200+ market rate apartments in the Flight District. Additionally, we have worked with other developers to accomplish this goal with private and public properties alike.

5.1.2 Objective 4 – Facilitate the Creation of More Single-Family Housing:

The economic improvement director has spent considerable time partnering with the Michigan Land Bank and the Lakeshore Homeowners Association working towards a cohesive strategy to sell and develop over 260 vacant lots owned by the MLB. The area is primed for new single family home development to transition renters to full time home ownership.

5.1.3 Objective 6 - Create Regional Opportunity Partnership:

In 2022, we continued our relationship building and meeting participation with our regional partners the Northeastern Michigan Council of Government (NEMCOG), Eastern Michigan Council of Government (EMCOG), the MEDC's Business Development & Community Development Teams, Community Economic Development Association of Michigan (CEDAM) and our association with our Federal Economic Development Association (EDA) Business Manager. The county organization of Develop Iosco embarked on another reboot of their organization and the EIC's Josh Sutton (Township Clerk) has been very actively involved with their mission. These organizations provide us access to critical training for our community leaders and access to grant programs and funding.

5.2 Economic Development Strategy – Implementation Plan – Downtown

The Community Implementation Plan is comprised of a total of 7 subject objectives that total 51 tasks to be completed. The nature of the adopted strategies is such that not every objective is the direct responsibility of the EIC, but the EIC plays a supporting role

at a minimum. This report addresses only the objectives and tasks assigned directly to the EIC.

5.2.1 Objective 3 – Create Vibrancy (Façade) Grants:

The EIC has addressed the objective over several months and at the end of 2022 was prepared to send a draft program to the OTB for consideration. The Board approved program funding of \$50,000 in the 2023 budget.

5.2.2 Objective 5 - Create More Public Art:

One of the biggest takeaways from surveys and public engagement meetings is the interest and support of public art. The Arts & Placemaking subcommittee accomplished great things in 2022:

1. A call for artist competition that ended with an awards gala in June.
2. The art work was the foundation for the community art walk project, 21 pedestal installations around the downtown.
3. A second call for artists for photography.
4. The installation of 5 vinyl banner murals in the downtown.

5.3 MEDC Redevelopment Ready Community Certification

The Michigan Economic Development Commission (MEDC), the State agency for Business and Community Development has a program called Redevelopment Ready Communities. Certification in this program requires strict adherence in developing policies, actions, and strategies in what the MEDC considers “best practices” in community development. Under the direction of the EIC and the leadership of the Economic Improvement Director, the finest accomplishment of 2022 has to be achieving RRC Certification in the Spring of 2022.

5.4 Additional Responsibilities – Economic Improvement Director

In terms of economic growth, the PlaceLEAP Strategies and RRC make up the foundation of working towards an *investor and small business friendly environment for success*. However, there are a multitude of activities that get us past theory and strategies and into other day to day activities. Below is a grouping of tasks that also fall under the purview of the Economic Improvement Director:

5.4.1 Marketing the Community:

If we look to the specific responsibility of the EIC or the tasks of the Economic Improvement Director, much of what has been designated is within the PlaceLEAP Strategies. However, the daily task of the Director is to understand the dynamic of the community and the available opportunities and always be marketing to potential investors, developers, and end users. This task is a year over year mission of any economic development profession. To this end, the EIC was successful in

establishing the first ever Social District to energize the downtown and draw new patrons to the community.

5.4.2 Township Owned Property Disposition:

As stated previously, the Charter Township of Oscoda is in an interesting situation compared to most municipalities in that they directly own a vast amount of property that can be sold and repurposed for desired development. As the Director works towards overall strategies in real estate, there are several conversations with potential investors/developers that ultimately include a proposed project on Township owned property. Key successes include:

- 1) Sale of Aune Medical Center: \$560,000
- 2) Sale of 8.3 AC on Skeel Ave: \$60,000/\$34M proposed multi-family investment
- 3) Perimeter Rd +/- 6 AC Being Negotiated: Proposed industrial investment

5.4.3 New Business/Vacant Building Absorption/New Investment Projects:

We know we have vacant buildings; everyone wants that fixed; however, it is not the role of government to start and operate businesses to fill these buildings. Furthermore, we can not dictate pricing or terms on buildings we do not own. What we can do, create an environment with community energy, mitigate risk, and encourage the private sector to start new businesses and make investments in Oscoda. The Township experienced a quality influx of new businesses from the start of 2020 to the end of 2021, here is a record of new businesses started in 2022:

New Businesses/Vacant Building Absorption –

- 1) Bravata Restoration
- 2) The River Store
- 3) Amanda Bergeron Photography
- 4) The Gift Shoppe

New Investment Started or Completed -

- 1) ATD Investments – Multi-Family (Units 3-6 of 8 apartment buildings)
- 2) Alcona Health Center – Healthcare – Completed
- 3) US23 Former Auto Value Store
- 4) US23 Former Repair Facility
- 5) AuSable Development (Danto Builders) – Multi-Family
- 6) Aune Medical Building

5.4.4 Grant Programs:

Several grant programs were pursued through the MEDC on behalf the Township and small businesses through the RRC designation. In 2022, we were successful in 3 grant awards: 1 to the Township for the Storytelling Pilot Technical Assistance and 2 Technical Assistance grants for small businesses.

5.4.5 Public Participation and Stakeholder Meetings:

Through the efforts of the Downtown Redevelopment Sub-Committee, the Township was able to publish a Township wide public survey. The survey covered several topics of public opinion and was sent to every property owner and emailed to major employers to distribute to their workforce. Additionally, the EIC hosted 3 stakeholder meetings for businesses.

5.4.6 Brownfield Redevelopment Authority:

The EIC conducted training and evaluated the need for protocols and processes for applicants and to accept projects. They are engaged with the F & V Environmental to finalize in 2023.

6.0 2023 Goals:

The EIC will continue its focus on the PlaceLEAP Strategies Implementation, RRC and activities performed specifically by the Economic Improvement Director. In addition to strategies currently in progress, we will place an emphasis on the following new goals:

6.1 PlaceLEAP Implementation Plan - Community:

- 6.1.1 Objective 3 – Facilitate the Creation of More Rental Housing
- 6.1.2 Objective 4 – Facilitate the Creation of More Single-Family Housing
- 6.1.3 Objective 8 – Conduct Retention Program for Businesses

6.2 PlaceLEAP Implementation Plan - Downtown:

- 6.2.1 Objective 3 – Create Vibrancy (Façade) Grants
- 6.2.2 Objective 5 – Create More Public Art + Murals
- 6.2.3 Objective 7 – Encourage Micro + Pop-Up retail

6.3 MEDC RRC Compliance & Leverage Opportunities:

As the Township received its certification in 2022, compliance and conducting ourselves in a manner consistent with maintaining the certification is our top priority. Within the RRC framework there are technical assistance and grant opportunities available to the Township as well as for our small businesses. The EIC will track and pursue these dollars as appropriate.

6.4 Additional Responsibilities - Economic Improvement Director:

- 6.4.1 Marketing the Community
- 6.4.2 Township Owned Property Disposition
- 6.4.3 New Business/New Investment Projects
- 6.4.4 Pursue Grant Programs for the Township
- 6.4.5 PlaceLEAP Strategies Refresh
- 6.4.6 Public Participation and Stakeholder Meetings

6.4.7 Brownfield Redevelopment Authority

6.4.8 Facilitate a Corridor Improvement Authority