

**Village of Pinckney  
Downtown Development Authority**

**Pinckney DDA Development Plan**

December 2007

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*Village Council*

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Tom Pais

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Nancy Powell

Lynne Shay

Linda Pais

Patsy Dible

## Village of Pinckney DDA Plan

The Village of Pinckney DDA was established on April 22, 1991 through the duly adopted Village Ordinance #41 and pursuant to Act 197, Downtown Development Authority Act.

DDA Development Plan Approved by the Downtown Development Authority of the Village of Pinckney on \_\_\_\_\_, 2007 for submittal to the Village Council of the Village of Pinckney.

Approved by the Downtown Development Authority Citizens Council of the Village of Pinckney on \_\_\_\_\_, 2007 subsequent to a public hearing held on \_\_\_\_\_, 2007

Approved by the Village Council of the Village of Pinckney on \_\_\_\_\_, 2007 subsequent to the \_\_\_\_\_, 2007 public hearing.

# Village of Pinckney DDA Plan

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## Village of Pinckney DDA Plan

### Creation of the Pinckney Downtown Development Authority, DDA Board and Citizens Council

Michigan Public Act 197 of 1975 (as amended through March, 1986) empowers the Village of Pinckney to establish a downtown development authority or DDA. The act requires that a community begin the process of establishing a DDA by first drafting a local DDA ordinance and DDA district boundaries. The Village of Pinckney drafted Ordinance No. 41 for this express purpose and presented it and proposed DDA district boundaries in a public hearing. The ordinance and district boundaries were adopted April 22, 1991.

Since adoption of Ordinance No. 41 and the DDA district boundaries, a Pinckney DDA Board has been established by the Pinckney Village Council. The DDA Board meets on the third Tuesday of every month. The Board began with seven members and was later expanded to ten members. The Pinckney DDA Board is responsible for furthering the purpose of a Downtown Development Authority, which is to:

- Halt property deterioration
- Promote economic growth and revitalization
- Encourage historic preservation
- Increase the property tax evaluation where possible in the Development Area
- Authorize the issuance of bonds and use of tax increment financing

As a DDA Board they may:

- Prepare analysis of economic changes within the district
- Prepare analysis on the impact of metro growth upon the district
- Plan and propose construction, renovation, repair, remodeling, rehabilitation, restoration, preservation, or reconstruction of a public facility, an existing building, or a multiple-family dwelling unit which may be necessary or appropriate to the execution of a plan which, in the opinion of the board, aids in the economic growth of the downtown district
- Plan, propose, and implement an improvement to a public facility within the development area to comply with the barrier-free design requirement of the state construction code
- Develop long-range plans to halt deterioration of property values
- Implement development plans in the downtown district necessary to achieve the purposes of this act, in accordance with the powers of the authority as granted by this act.
- Make and enter into contracts necessary to exercise the powers of the authority
- Acquire, convey, lease or dispose of land and other property, real or personal, or rights or interests therein, which the authority determines is reasonably necessary

## Village of Pinckney DDA Plan

- Improve the land and construct, reconstruct, rehabilitate, restore and preserve, equip, improve, maintain, repair, and operate any building and any necessary adjuncts thereto, within the downtown district for the use, in whole or in part, of any public or private person or corporation, or a combination thereof
- Fix, charge, and collect fees, rents, and charges for the use of any building or property under its control or any part thereof, or facility therein, and pledge the fees, rents, and charges for the payment of revenue bonds issued by the authority
- Accept grants and donations of property, labor, or other things of value from a public or private source
- Acquire and construct public facilities
- Create, operate, and fund marketing initiatives that benefit retail and general marketing of the downtown district
- Contract for broadband service and wireless technology service in the downtown district
- Operate and perform all duties and exercise all responsibilities in Section 7 of Michigan Public Act 197 of 1975, as amended, in a qualified township if and when the qualified township has entered into an agreement with the Village of Pinckney

The DDA Board specifically reserves to the Downtown Development Authority the right to exercise any and all powers granted to a Downtown Development Authority in the future by the Michigan legislature.

The Downtown Development Authority shall not have the power to levy a tax, nor will the Authority displace any family or individual within the development area by means of acquisition or clearance of their occupied residence.

Early in the development of the Pinckney Authority, DDA Board members established that approximately 160 citizens were residing in the development area and that a citizen's council should be formed. Recruitment for the Pinckney DDA Citizens Council began when members of the public audience at a DDA Board meeting expressed their desire to become a part of the council. Public notices recruited others and soon seven members were meeting regularly with DDA Board members in joint meetings at the regularly scheduled DDA Board meeting. Citizen Council membership was later increased to nine members appointed by the Pinckney Village Council. The Pinckney DDA Citizens Council has had the opportunity to help create the downtown development plan and they will ultimately have the responsibility to conduct an independent review of the proposed development plan. The Citizens Council will be responsible for notifying the Pinckney Village Council, in writing, of its finding and recommendations concerning a proposed development plan. This written review is to take place within 20 days after the public hearing on the development of tax increment financing plan.

## **Village of Pinckney DDA Plan**

### **Activities of the Village of Pinckney DDA Board and Citizens Council**

The DDA Board and Citizens Council have been engaged in many different planning exercises in an effort to create group products such as DDA goals and objectives, and a list of proposed improvements to the development area. For instance, the Board and Council participated in a mapping exercise that helped them identify problem and opportunity areas within the development area. Problem and opportunity areas were categorized by identifying features such as appearance, vehicular circulation, pedestrian circulation, and social gathering.

The Board and Council examined each of the problems and opportunities that were mapped, and they formed statements of preservation, enhancement and change that would address each problem or opportunity. These statements of preservation, enhancement and change became the proposed goals and objectives of the authority.

On May 7, 2007, the DDA Board hosted a vision planning workshop which was attended by many DDA Board members, Village officials, and business and community leaders. The workshop utilized a Strengths, Weaknesses, Opportunity and Threat (SWOT) analysis in order to assess and project current and future conditions in the community and to develop appropriate strategies to deal with these conditions. A two-page compilation of the results of the DDA vision planning workshop are found on pages 32 and 33 and are incorporated into this plan. It is the intention of the DDA to utilize the results of this workshop as a roadmap to develop and implement further strategies in order to carry out its mission.

Other DDA Board and Citizens Council activities included hosting guest speakers from other downtown development authorities, briefings on different grant sources helpful to downtown endeavors, briefings on programs such as historic preservation and façade improvement that might be implemented in Pinckney, and efforts to survey the public in order to gain their perception of the importance of suggested downtown improvement projects.

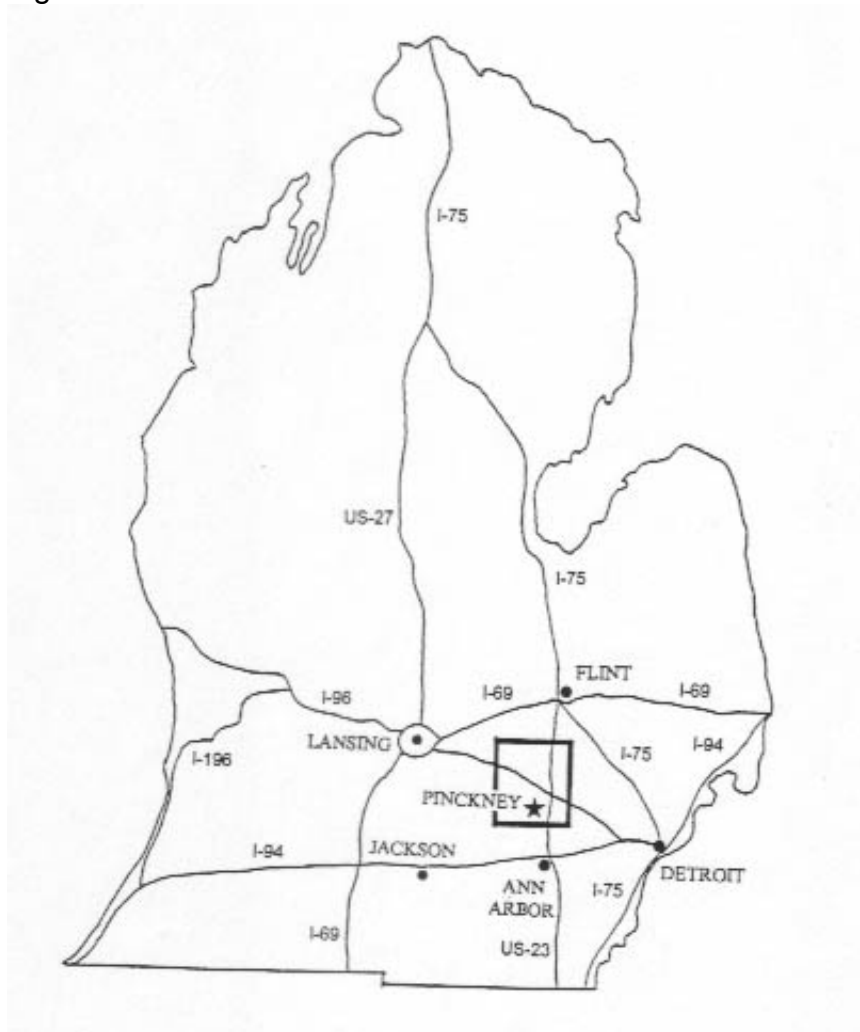
# Village of Pinckney DDA Plan

## Location

The Village of Pinckney is centrally located in the southern portion of Livingston County, Michigan. The 1.4 square mile community is nearly centered within Putnam Township. Neighboring Hamburg Township is 1 ¼ miles to the east and Unadilla Township is 3 ½ miles to the west; highway M-36 links the Village of Pinckney with communities in these townships. Highway D-19 links Pinckney with the City of Howell, the County seat, located 10 miles to the north, and links the village with communities in Washtenaw County.

The City of Detroit is located approximately 48 miles to the southeast. Other nearby urban centers include Ann Arbor (20 miles to the south), Jackson (33 miles to the southwest), Lansing (47 miles to the northwest) and Flint (51 miles to the north).

Figure 1





## Village of Pinckney DDA Plan

### Demographic Trends

The Village of Pinckney is one of four municipalities located within Livingston County. Livingston County's central location and close proximity to several out-county job markets have made it a prime location for commuter families that desire a more rural environment. These desirable bounty characteristics have caused Livingston County's population to grow 96 percent over a twenty-year period, from a 1970 population of 58,967 to a 1990 county population of 115,645. Since 1990, the county has added another 58,785 (50.8% growth). The Livingston County estimated population for the year 2003 is 174,430. Nowhere has this growth rate been experienced more acutely than in the southeast quadrant of the county; Green Oak, Brighton, Genoa and Hamburg Townships are the most populous county townships. In addition, Brighton, Genoa and Hamburg Townships have also experienced the most rapid growth rates from 1970 to 1990. These rapid growth trends have an impact on the Village of Pinckney, particularly because growth follows the M-36 roadway corridor.

### *Population Growth Trends*

The Village's population has more than doubled since 1970 (132.5 percent growth). The most substantial growth was experienced in the period from 1970 to 1980 (51 percent). However, population growth was also substantial between 1990 and 2000 with a population increase of 33.6 percent. This growth rate continued from 1990 to 2000 with a population increase of 34.6 percent. According to the U.S. Bureau of the Census, the 2000 Village of Pinckney population was 2,141. The current estimated population is approximately 2,499. The Southeast Michigan Council of Governments (SEMCOG) has projected the Village's population into the future and has determined that the Village can expect a population in the year 2030 of 2,792.

### *Housing Unit Overview*

According to the U.S. Bureau of the Census the Village of Pinckney has 778 total housing units. Approximately 58 of these housing units are found within the Pinckney Development Area. 81.5 percent of the Village housing units are owner occupied and 18.5 percent are renter occupied. Rental vacancy rates are at 2.2 percent and homeowner vacancy rates are 2.6 percent. An advantage of the Pinckney rental community is that the majority of the landlords are local citizens and absentee landlords are not an issue of concern. Most of the housing units in the Development Area are in need of some type of repair, for the majority of Pinckney units (30 percent) were built between 1960 and 1979 and are now between 25 and 44 years old. The Village's number of housing units has increased dramatically in the 1990's

## Village of Pinckney DDA Plan

decade due to the two new residential developments at the northern and southern edges of the Village. This increase in population has also meant an increased need for Village business and commercial services.

### *Age Distribution*

Consistent with our nation's fewer births and aging population, the 2000 Livingston County median age of 36.2 has increased from the 1990 county median age of 32.9 and the 1980 county median age of 28.3. It is projected that the county median age will rise to 39 by the year 2020. Within the cities and villages, the 2000 median age for the Village of Pinckney is the lowest at 31.2.

Livingston County has the largest percent of school-aged children (under 18) per population in the Southeast Michigan Region (29 percent). The other Southeast Michigan regional counties of Macomb, Oakland, Washtenaw and Wayne have an under 18 population that ranges from 22 to 28 percent of their total population. Livingston County's 29 percent under 18 population has decreased from 34.4 percent in 1980. This decrease has not precluded County school expansion for Livingston County school districts: recent elementary schools, middle school, and high school within the County school districts. Within Livingston County, the Village of Pinckney has a large percentage of young persons; 76 percent of the village population is 44 years of age or younger. Among Livingston County's cities and villages, Pinckney has one of the largest percentages of children under age 18 (33.3%).

Livingston County's over 65 population increased from 7 percent of total population in 1980 to an 8.3 in 2000. The Village of Pinckney's senior aged 65+ population has decreased from 8 percent of the total population in 1990 to 6 percent in 2000 (128 senior residents in 2000).

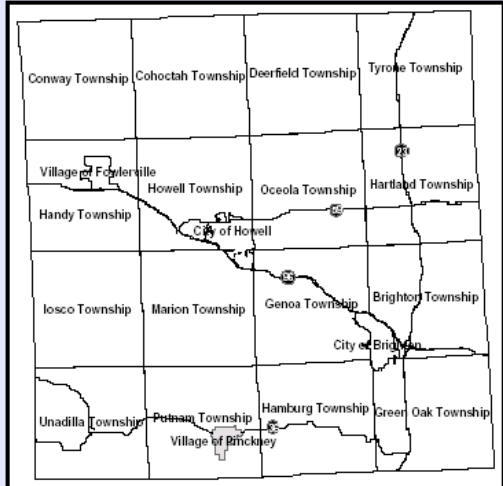
### *Income Comparison*

The 2000 census cites a median household income of \$58,077 for the Village of Pinckney. In comparison with other Livingston County communities this figure is low and it is below the county median household income of \$67,400. A traditional rule of thumb for measuring whether incomes have kept up with the cost of living is a doubling of income every ten years. Applying this rule of thumb to the village, neither the family nor household median incomes have quite kept pace with the cost of living. In 1990 the median household income was \$37,813 some \$20,264 below the current household median and the 1990 median family income was \$42,647, some \$18,129 below the current family median of \$60,776.

## Village of Pinckney DDA Plan

# VILLAGE OF PINCKNEY

The Village of Pinckney is located in the southwest quadrant of Livingston County. Pinckney was the county's first permanent settlement. The Village was platted in 1837 and early development of the Village was tied to the success of a flour mill. Today, the community is bustling with vehicular traffic through the Village on Michigan Highway 36.



### GOVERNMENT

Pinckney Village  
Hall: 220 S. Howell Street, Pinckney, MI 48169  
Mail: PO Box 108, Pinckney, MI 48169  
(734) 878-6206

#### **Business Hours**

Monday through Friday  
8:00 a.m. to 4:00 p.m.

#### **County Commissioners**

Steve Williams - District 6

#### **Township Officials**

Village President: Rebecca Foster  
Village Clerk: Amy Lynn Felty  
Village Treasurer: Judith Paul

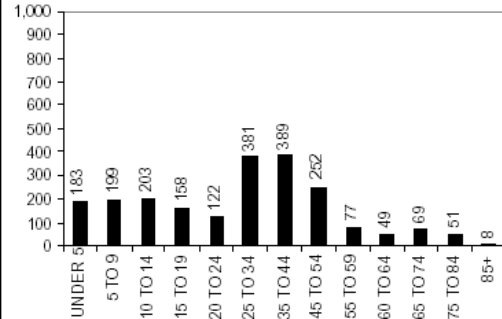
#### **2006 Millage Residential Rate**

(per \$1,000 of taxable value):  
With Homestead/Agricultural: 33.2798  
Non-Homestead: 51.2798

### POPULATION

1990 Population	1,603
2000 Population	2,141
Male	1,084
Female	1,057
2007 Population Estimate (February)	2,442

### VILLAGE OF PINCKNEY 2000 POPULATION BY AGE



### POPULATION FORECASTS

2010 Forecast	2,432
2015 Forecast	2,647
2020 Forecast	2,839
2030 Forecast	2,792
Total Percent Change 2010 -2030	14.8%

### HOUSING

2000 Total Households	731
2000 Persons Per Household	2.9
2000 Total Family Households	573
Family Households Occupied By:	
Married Couples	62.7%
Male Householder	3.8%
Female Householder	11.9%
2000 Total Housing Units	778
Occupied By:	
Owner	81.5%
Renter	18.5%
Vacancy Rates:	
Owner	2.6%
Renter	2.2%
2000 Median Value of Specified Owner Occupied Units	\$150,100
2000 Median Value/Renter Occupied Units	\$675
2002 Median Housing Sale Price	\$179,900

# Village of Pinckney DDA Plan

## HOUSING FORECASTS

2007 Estimated Households	880
2007 Estimated Persons Per Household	2.75
2007 Estimated Housing Units	922

	Total Households	Households With Children	Households Without Children	Persons Per Household
2010	881	418	463	2.74
2015	982	441	541	2.67
2020	1,072	463	609	2.63
2030	1,075	445	630	2.58
% Change 2010-2030	22.0%	6.5%	36.1%	-5.8%

## EDUCATION

2000 Total School Enrollment of Persons 3 Years of Age and Older	644
2000 Education Attainment for Persons 25 Years and Over:	
• High School Grad or Higher	92.0%
• Bachelor's Degree or Higher	22.8%

## LABOR FORCE

2004 Annual Averages  
(Putnam Township including Pinckney Village)

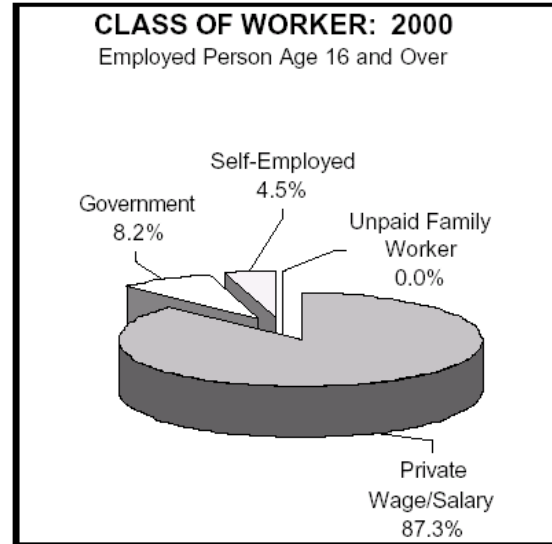
Labor Force	4,775
Employment	4,550
Unemployment	225
Unemployment Rate	4.5%

## 2000 OCCUPATIONS

Employed Civilian Population 16 Years +	1,064
Largest Occupational Categories:	
• Management, Professional, & Related Occs.	309
• Sales & Office Occupations	260
• Production, Transportation & Material Moving	165
• Service and Construction Industries	165
Largest Industrial Categories:	
• Manufacturing	199
• Educational, Health & Social Services	186
• Retail Trade	136

## MAJOR EMPLOYERS

<u>Name</u>	<u>Employees</u>
<b>Pinckney Chrysler/Dodge/Jeep Inc.</b>	
<i>Automobiles</i>	
<b>McDonald's</b>	
<i>Restaurant</i>	



## 2000 INCOME

Median Household Income	\$58,077
Median Family Income	\$60,776
Households With Social Security Income	96
Percentage of Households With Social Security Income	14.0%
Mean Annual Social Security Income	\$11,357
Households With Public Assistance Income	5
Percentage of Households With Public Assistance Income	0.7%
Mean Annual Public Assistance Income	\$2,240
Households With Retirement Income	71
Percentage of Households With Retirement Income	10.3%
Mean Annual Retirement Income	\$11,946
Poverty: 4.4 percent or 25 families in poverty, 23 families with children under 18	

Source: Livingston County Department of Planning, SEMCOG Regional Development Forecast, Livingston County Clerk, U.S. Bureau of the Census, Michigan Department of Career Development.  
Prepared by: Livingston County Department of Planning, Sept. 2006

## **Village of Pinckney DDA Plan**

### **The Pinckney Development Area**

The Development Area encompasses approximately 95.4 acres in the center of the Village. Commercial and residential properties comprise the entirety of the Development Area with the exception of the public land dedicated as a Township Square. The Central Business District (CBD) of Pinckney has traditionally generated considerable pedestrian traffic and serves as the meeting place and commerce center for citizens and visitors alike. The CBD had previously consisted of commercial establishments that provided the basic staples and services of life, such as food, clothing, pharmaceuticals and medical services. This cohesive mix of businesses enabled a person to meet most of their shopping needs in one locale and it made residents feel that their downtown was thriving and it could sustain the existence of its residents. Today most of the businesses that provide basic staples and services have relocated to the outlying township plazas and strip malls and have been replaced by more specialty shops and services in the CBD. The area has started to be modernized recently with a downtown streetscape but many of the buildings need improvements and parking will need to be expanded. This deficit, as well as many merchants' hesitation to reinvest in their businesses, has adversely affected the Development Area.

### **Designation of Boundaries of the Development Area in Relation to Highways, Streets, Streams or Otherwise.**

The Development Area is bounded on the west by the three hundred block of West Main (the development area terminates at 363 and 360 West Main) and on the east at the Village perimeter. The northernmost boundary is Hamburg Street, although Putnam Street and the real lot line of businesses fronting Main Street (132 feet back from Main Street) form the largest portion of the northern boundary. The north/south streets of Mill, Mann and the perimeters of the Secondary Business District at the east end of the Village, also form contours of the northern boundary. The primary southern boundary is the real lot line of businesses fronting Main Street. The southern boundary of the Secondary Business District also forms the southern Development Area boundary, and the north/south streets of Mill and Dexter form contours of the southern boundary. Michigan State Highway M-36 traverses the middle of the Development area from the east to west; this highway is also designated as Main Street. Highway D-19, commonly known as Pinckney Road, intersects with M-36/Main near the middle of the Development area. Mill Pond and its tributary of Honey Creek are located just south of the Development Area; Honey Creek runs along the southeastern boundary.

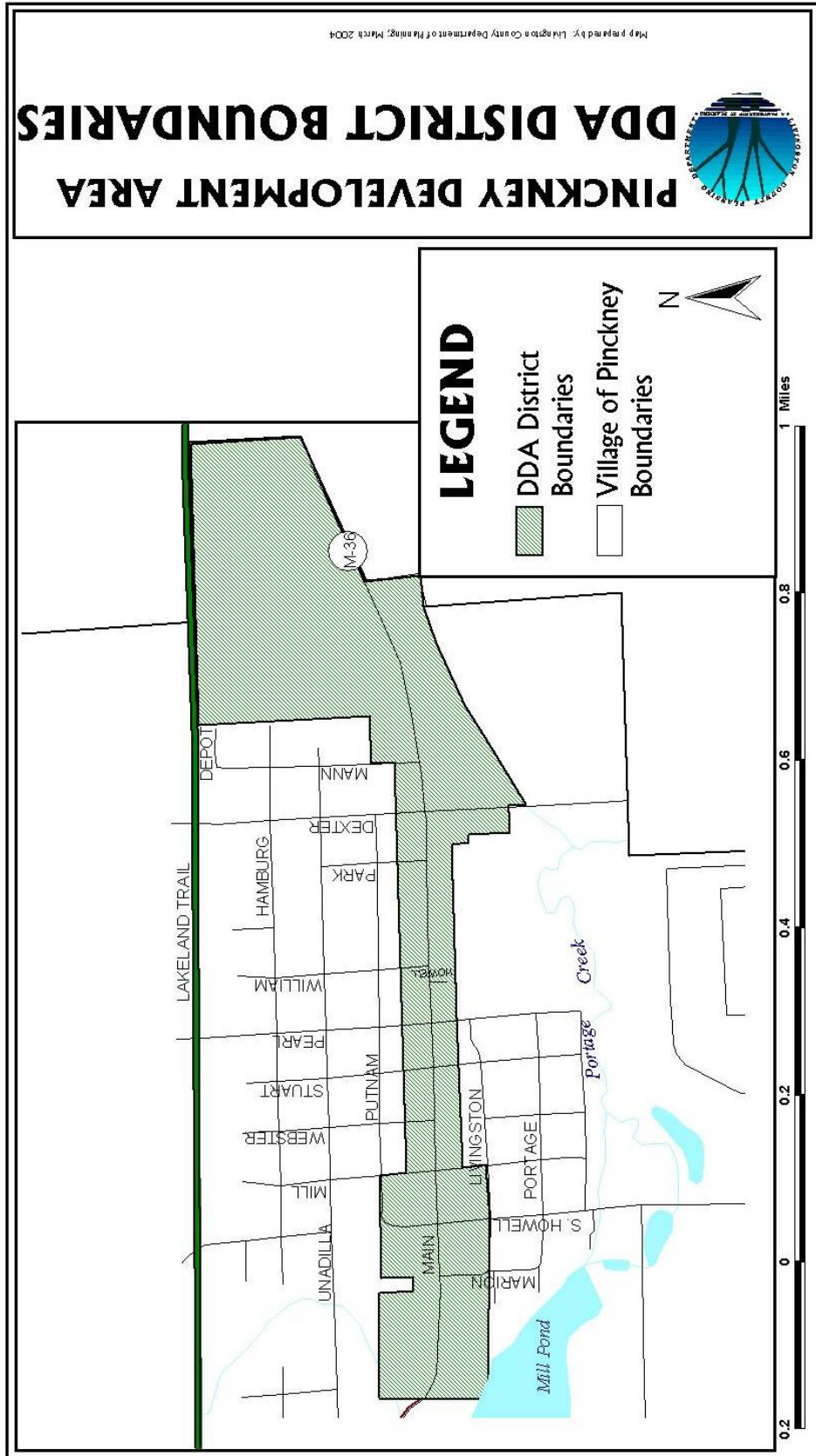
## **Village of Pinckney DDA Plan**

### **Existing Streets and Public Utilities**

The streets that provide east/west circulation through the Development Area are Main, Putnam, Livingston and Hamburg Streets. Howell, Mill, Webster, Stuart, Pearl, William, Magic, Park, Dexter and Mann Streets provide for north/south traffic movement.

The Development Area is fully serviced with municipal water, sanitary sewer and storm water sewer facilities. Detroit Edison provides electrical service and Consumers Power Company provides gas for the Development Area.

# Village of Pinckney DDA Plan



## Village of Pinckney DDA Plan

### Future Land Use Plan

The Pinckney Planning Commission is currently in the process of updating the Village of Pinckney Master Plan. The new plan is expected to be completed by 2008. Between 1974 and 1986, Village development was guided by a land use plan that, over time, became inadequate as development occurred in opposition to the plan and as goals for the community shifted. To address these deficiencies, in 1986 the Village of Pinckney initiated a planning effort to write a new Land Use Plan for the Village. The planning process involved four steps: identification of goals for Village development, completion of descriptive studies, formation of development policies and plan map, and development of four supplemental policy plans for housing, commercial development, transportation and recreation.

The Village Planning Commission adopted the current Pinckney Master Plan on July 16, 2001. The plan represents citizens' desire for Village development, reflects development patterns residents support, and establishes land use policies upon which Planning Commission opinions and recommendations are to be based.

The Pinckney Master Plan designates twelve major types of land use: Low Density Residential (R1), Medium Density Residential (R2), High Density Residential (R3), Multiple Family Residential (R4), Mixed Use Office Residential, Central Business District (CBD), Secondary Commercial, Institutional/Government, Municipal, Parks and Recreation, Office and Research-Technology-Office.

The Pinckney Master Plan designates four of these land use categories for lands within the Pinckney DDA District boundaries: High Density Residential, Mixed Use Office Residential, Central Business District and Secondary Commercial. The predominant designations within DDA bounds are Secondary Commercial, Central Business and Mixed Use Office Residential.

Secondary Commercial is the land use designation for the east end of the DDA District. It is an area characterized by newer structures that provide a mix of office business and retail uses. The plan recognizes this as an area where future commercial expansion will occur because of land availability. Today there is increased potential for commercial expansion at the eastern Village edge because of Village annexation of lands along the Main/M-36 corridor that have expanded this Secondary Commercial land use area. Concerns for the Secondary Commercial area include apprehension that over-development in this area will come at the expense of the downtown and concern that the Main/M-36 corridor will take on a suburban strip appearance.

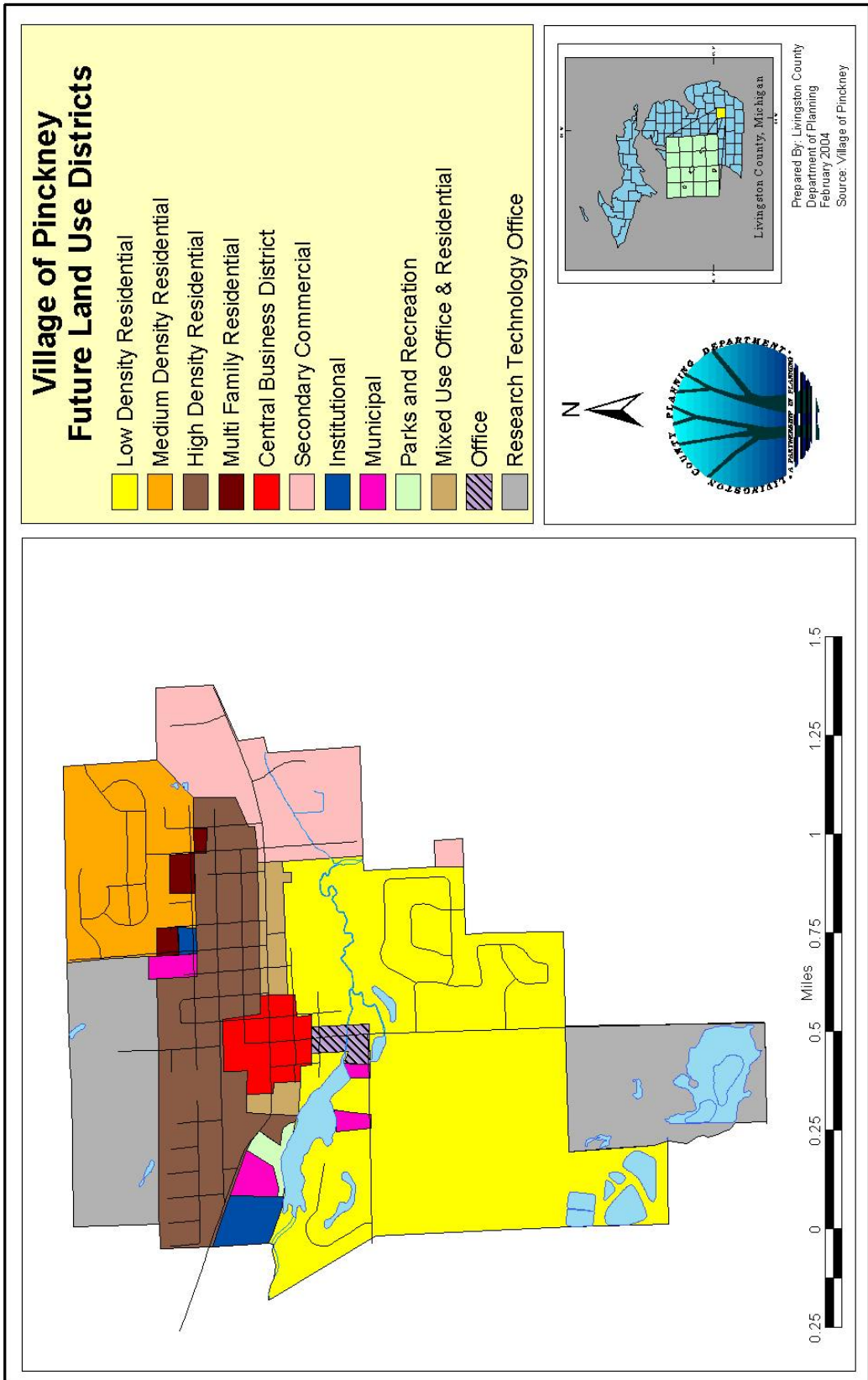


## Village of Pinckney DDA Plan

The Central Business District land use designation incorporates the traditional core of the Village. It consists primarily of older retail structures that stand united in a block-like street façade. The plan cites the possibility of commercial expansion within this area in order to strengthen the downtown core. The plan states that if commercial expansion were to occur, it would be desirable for expansion to proceed westward along Main/M-36 to lands within the Central Business District area that currently contains residential uses and vacant land. Concerns for the CBD area include commercial signage codes, promotion of new business and the development of parking.

Other land use designations within the DDA District encompass smaller areas of land. A long, narrow strip of land planned for Mixed Use Office Residential is a half block in depth and extends along Main/M-36 to connect the commercial area at the east end of the Village and the CBD. This area is a neighborhood area that faces the multiple planning problems of: (1) Infill development at appropriate densities, (2) Housing maintenance and rehabilitation, (3) Spotted incidence of nonconforming commercial uses and (4) Protection of residential uses from conversion to office business, retail commercial or high density residential use.

# Village of Pinckney DDA Plan



## Village of Pinckney DDA Plan

### Existing Land Use

The DDA Development Area contains approximately 101 acres in the center of the village. This acreage represents a gross figure, which includes lands utilized for street rights-of-way and utility easements. The existing land use table below summarizes the acreage dedicated to each land use and the percent of total area it represents.

<b>EXISTING LAND USE</b>		
<b>LAND USE</b>	<b>ACRES (approximate)</b>	<b>PERCENT OF TOTAL</b>
Residential		
- Single Family	21	20.8%
Residential		
- Multiple Family	1	1.0%
Commercial	52	51.5%
Public	3	3.0%
Office	2	2.0%
Government/Institutional	2	2.0%
Vacant	20	19.8%
<b>TOTAL</b>	<b>101</b>	<b>100.0%</b>

Residential uses occupy 21.8 percent of land area within the development area. Single-family residential uses occupy the majority of residential land use, or 20.8 percent, while multiple residential uses occupy only 1.0 percent. Residential land use is located primarily within the center of the development area along Main/M-36 between Pearl and Mill. The residential neighborhoods along the north side of Main/M-36 are known as Dexter and Webster and the neighborhood along the south side of Main/M-36 is known as Livingston. The average number of dwelling units per acre differs among these neighborhoods with a higher density of 3.5 in the Dexter neighborhood. Multiple family residential usages are present at the east end of the Dexter neighborhood where a home is subdivided into apartments and a small apartment complex exists. Another clustering of residential land use occurs at the west end of the development area. Most of these residences are a part of the Marion neighborhood, which has an average of 1.8 dwelling units per acre.

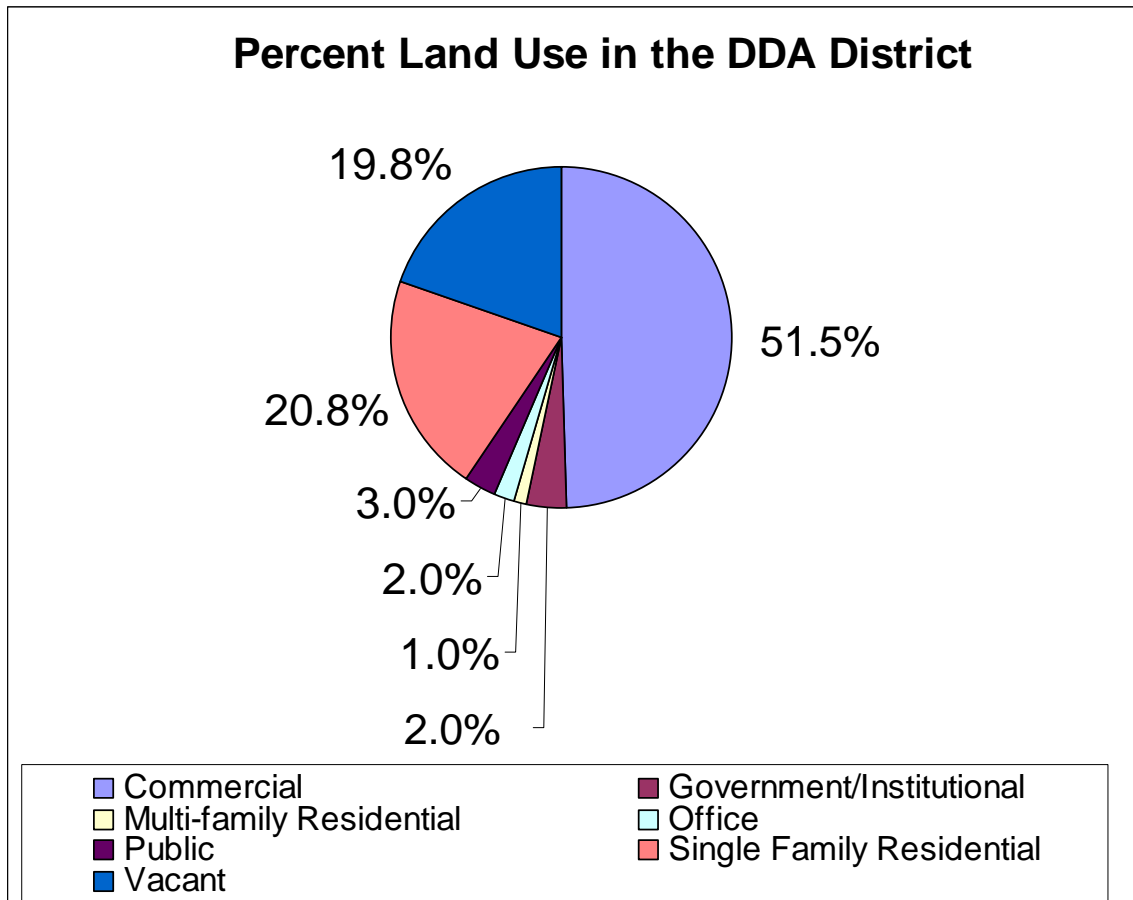
Commercial land use within the development area accounts for 51.5 percent of total acreage. Major shopping areas exist in the downtown core of the village and at the east end of the development area. Commercial usage in the downtown runs the gamut from restaurants to service establishments such as investment firm, hardware, and gasoline filling stations to recreational pursuits such as video rental, tanning salons and a bicycle shop. Commercial buildings in this area were built between 1860 and 1920 and many have historically significant features.

## Village of Pinckney DDA Plan

Generally the commercial usage at the east end of the village is service-oriented with establishments for banking, vehicle sales and service, household appliance repair and medical services. These services tend to be both competitive and supplementary to commercial services in the downtown core.

Pinckney's most significant public land use is the one block of parkland in the downtown known as the Township Square. Putnam Township owns the square and land use on the square is controlled by the Township. The square is home to the historic Putnam Township Hall. Located west of the Township Square are the Putnam Township Annex and the Village Hall. In total, these public and governmental/institutional land uses account for 5.0 percent of the development area.

Vacant land use currently occupies approximately 20 acres within the development area. Many of the vacant lots are in areas of residential usage. Many of the vacant lots are buildable and may provide land for infill housing in the future. Some of the lots will remain vacant due to poor soils and wetland that is unsuitable for development.



## Village of Pinckney DDA Plan

### Zoning

The current Village of Pinckney Zoning Ordinance was adopted August 28, 2005. It acts as a legally binding, complementary document to the 2001 Pinckney Master Plan. Nine types of zoning districts were originally established in order to carry out the objectives of the zoning ordinance. They are as follows: R-1 Low Density Residential, R-2 Medium Density Residential, R-3 High Density Residential with Single Family, R-4 High Density Residential with Multiple Family, CBD Central Business District, SBD Secondary Business District, ROB Residential Office Business District, RTO Research Technology Office, and PL Public Lands.

Pinckney's 2005 Zoning designates five of these land use categories for property within the Pinckney DDA Boundaries – ROB, CBD, SBD, PL and R3. The predominant designations within DDA bounds are Secondary Business (SBD), Central Business District (CBD) and Residential Office Business (ROB).

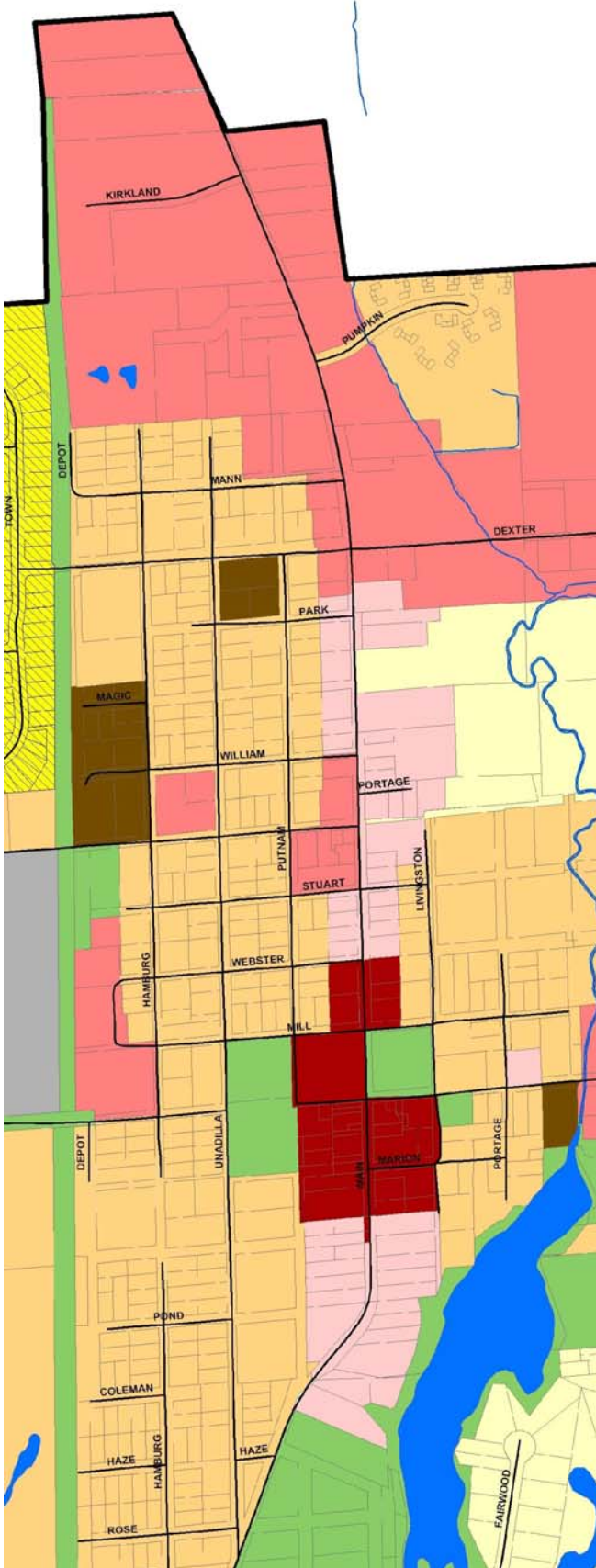
Secondary Business District is the land use designation for the east end of the DDA District. It is an area characterized by newer structures that provide a mix of office business and retail uses, and is the commercial area with the widest array of uses. Current uses include a major grocery store, car dealership, fast food restaurants and medical services.

The Central Business District land use designation incorporates the traditional core of the Village. Commercial uses are more restricted than in the SBD, but still includes most typical retail, office and service uses. Current uses include hair salons, hardware store, insurance and financial services, restaurants and a variety of specialty shops such as floral, bicycle and food.

The Residential Office Business District is concentrated in two areas of the DDA District. The ROB allows a mix of residential and low-impact business uses such as small professional offices, galleries and services. Current uses include law office, photography studio, metal arts.

The Public Lands within the DDA area include the Township Square and Village Hall, which also includes the police station. A small area of SBD is located in the midst of the ROB district at the intersection of Main and Pearl Streets (M36 and D-19).

# Village of Pinckney DDA Plan



**Village of Pinckney  
ZONING MAP**

- Public Lands (PL)
- Low Density Residential (R-1)
- Medium Density Residential (R-2)
- High Density Residential (R-3)
- Multiple Family Residential (R-4)
- Residential Office Business (ROB)
- Secondary Business (SBD)
- Central Business District (CBD)
- Research Technology Office (RTO)
- Open Space Projects
- Water
- Roads

## Village of Pinckney DDA Plan

### Goals and Objectives of the DDA with Respect to the Development Area

Through a process of analyzing the positive and negative features of the development area, the authority identified seven broad issue categories, which serve as a framework for Pinckney DDA goals and objectives. The Broad issue categories of Aesthetic, Circulation and Parking, Facilities and Services, Infrastructure, Business Encouragement, Development Partnerships, and Sustainability encompass the finer details of the Authority's general goal, which is:

To correct and prevent deterioration in the development area by promoting and preserving existing positive features, enhancing specific features that need improvement, creating new features that are needed in the community and providing the leadership to carry out these features that are needed in the community and providing the leadership to carry out these directives so that the development area will become a more favorable environment.

#### Aesthetic

Goal: Enhance the aesthetic aspects of the development area to produce a positive image of the Village and to create a distinct "sense of place."

#### Objectives:

- Continue to promote the Township Square as a quality outdoor space that fosters social interaction and serves as a focal point for the community.
- Improve the aesthetic quality of all street entrances to the Village so that the Village of Pinckney creates a positive impression in the minds of those who experience it, and the maintenance of these entrances is evidence of civic pride.
- Create presentable downtown building facades that are unified in appearance through common historic design elements.
- Enhance the rear entrances and facades of downtown businesses so that these establishments have two presentable building faces and are appealing to potential shoppers from all approaches.
- Encourage streetscape improvements such as street furniture, lighting, signage, landscaping, planters, and trash receptacles that are design sensitive to the pedestrian scale of the development area and are compatible with the historic context.
- Minimize unsightly characteristics within the development area, which interfere with the visual presentation of the Village.
- Encourage rehabilitation, renovation and infill construction projects that are compatible with the older existing buildings that surround it.

Examples of potential DDA projects include, but are not limited to, the following projects. These projects and others will be re-evaluated and updated as circumstances warrant.

## Village of Pinckney DDA Plan

- Develop and implement a grant program and/or a revolving loan fund for front and rear façade improvements, alley way improvements and other business/building improvements. The estimated duration of these programs is approximately four years.
- Develop and implement street improvements, Livingston Street and Mill Street Phase II to increase parking, study and implement angled parking (if appropriate), pressed concrete bump outs, road paving, bike lanes, decorative lighting, storms drains, bike hoops, benches, trash receptacles, colored crosswalks, electrical outlets, new sidewalks, trees, flower plants, irrigation system and park memorial improvement. The estimated time of completion for this program is approximately three years.
- Develop a landscape architectural plan for improvements to the Putnam Township Square. The estimated time of completion for this program is approximately two years.
- Perform jointly with the Village of Pinckney, Putnam Township and/or State of Michigan a Planning Study for Non-Motorized Trail Network connecting the DDA district (including shoulder paving, road striping and signage) to the Lakelands Trail System, Pinckney Recreation Areas and the Pinckney Schools. The estimated time of completion for this project is approximately two years.
- Implement jointly with the Village of Pinckney, Putnam Township and/or State of Michigan a Non-Motorized Trail Network. The estimated time of completion for this project is approximately two years as recommended by the Planning Study.

### **Circulation and Parking**

**Goal:** Improve the ease of pedestrian and vehicular circulation and vehicular parking throughout the development area, while promoting safety for both modes of transportation.

#### **Objectives:**

- Enhance the current development area sidewalk system with the addition of new, quality and safe sections.
- Encourage improved maintenance of the existing sidewalk system for aesthetic and safety purposes.
- Strive to improve pedestrian circulation, including street crossings, within the DDA bounds.
- Enhance the quality of existing parking with surface and lighting improvements and signage that directs the user to its location.
- Expand the availability of downtown parking and consider the feasibility of parking around the Township Square.



## Village of Pinckney DDA Plan

- Encourage and implement traffic calming methods to slow traffic and improve the pedestrian circulation and safety.

Examples of potential DDA projects include, but are not limited to, the following projects. These projects and others will be re-evaluated and updated as circumstances warrant.

- Explore, encourage and implement the placement of directional signage in the vicinity of the Village of Pinckney and the DDA district. The estimated time of completion for this project is approximately two years.
- Explore the feasibility of intersection improvement at D-19 and Main Streets (including left turn lanes) and the options of placement of a traffic light and/or a pedestrian crossing light at Main and Howell Streets. The estimated time of completion for these projects is approximately two years.
- Develop and implement street improvements, Livingston Street and Mill Street Phase II to increase parking, study and implement angled parking (if appropriate), pressed concrete bump outs, road paving, bike lanes, decorative lighting, storms, bike hoops, benches, trash receptacles, colored crosswalks, electrical outlets, new sidewalks, trees, flower plants, irrigation system and park memorial improvement. The estimated time of completion for this program is approximately three years.
- Develop an engineering plan for municipal parking lots behind the businesses north of Main Street between Marion and Mill Streets including a plan for a sidewalk system to access the parking lots and surveying. The estimated time of completion for this project is approximately three years.
- Perform jointly with the Village of Pinckney, Putnam Township and/or State of Michigan a Planning Study for Non-Motorized Trail Network connecting the DDA district as referenced in the previous aesthetic category.
- Implement jointly with the Village of Pinckney, Putnam Township and/or State of Michigan a Non-Motorized Trail Network as references in the previous aesthetic category.
- Develop a landscaping architectural plan for municipal parking lots behind the businesses north of Main Street between Marion and Mill Streets and behind the businesses south of Main Street between Marion and Howell Street including vegetative screening design, lighting design, signage design and the like. The estimated time of completion for this project is approximately three years.
- Obtain, purchase and/or lease parking lots and/or easements for ingress and egress to parking lots behind the businesses north of Main Street between Marion and Mill Streets and behind the businesses south of Main Street between Marion and Howell Streets. The estimated time of completion for this project is approximately three years.

## Village of Pinckney DDA Plan

- Install storm drains for municipal parking lots and/or easements for ingress and egress, set grades and construction curbing, and surface and stripe for the parking lots behind the businesses north of Main Street between Marion and Mill Streets and behind the businesses south of Main Street between Marion and Howell Streets. The estimated time of completion for this project is approximately three years.
- Implement improvement to streets that access parking lots including, but not limited to, surfacing to proper road width and curb installation. The estimated time of completion for this project is approximately three years.

### **Facilities and Services**

**Goal:** Further the vitality of the development area by utilizing appropriate public facilities for promotion endeavors and by implementing public education efforts and creative programmatic solutions.

#### **Objectives:**

- Utilize the Township Square as an outdoor facility to promote the products of downtown businesses, e.g. sidewalk sales, demonstration booths, etc.
- Educate downtown business owners on financial incentives available for façade and other building improvements and encourage them to access these monetary tools.
- Educate homeowners on financial incentives available for home improvements and encourage them to access these monetary tools.
- Promote cooperation between residents and business owners in order to provide a harmonious development area environment.
- Explore the feasibility of establishing various DDA improvement programs that may provide technical assistance as well as financial relief for those making improvements.
- Explore state and federal technical assistance and financial resources.
- Explore the possibility of purchasing, leasing, or otherwise acquiring property in the downtown for use by the DDA.

### **Infrastructure**

**Goal:** Maintaining and investing in infrastructure are essential to the DDA district's ongoing stability and vitality. By providing consistent attention, the DDA ensures that facilities continue to serve the functional needs of residents, businesses, visitors and others. Infrastructure's physical form and condition, particularly sidewalks, crosswalks and parking facilities, communicate a great deal about a community's goals, values, and identity. Well-maintained, inviting, aesthetic pleasing elements make a strong quality statement about our community. The objectives below are designed to address current and future needs. These objectives propose

## Village of Pinckney DDA Plan

investments that are aimed at fortifying and increasing the DDA district's attractiveness to developers, businesses, residents and visitors.

### Objectives:

- Implement and continue the DDA commitment to ongoing repairs and maintenance of sidewalks, crosswalks and streetscape improvements.
- Recognize that maintenance and repair are perpetual concerns and plan accordingly.
- When making and supporting structural improvements and new development, consider not only cost concerns, but also the need for quality, aesthetics, safety and longevity.
- Conduct regular and ongoing analysis of downtown development to anticipate and respond to infrastructure needs.
- Install pedestrian improvements along select downtown streets. This includes replacing existing, worn sidewalks with pleasing sidewalk paving and/or bricking, improved lighting and signage, landscaping, etc. These improvements promote walking as the primary transportation mode and increase the district's attractiveness for development and business.
- Encourage the Village and private sector to develop new, attractive open spaces.
- Install new physical improvements (e.g. street furniture and lighting) to existing open spaces to enhance their use.
- Consider the special needs of children, seniors and the disabled when planning new sidewalk and streetscape improvements.
- The DDA will continue working in partnership with the Village and the private sector to provide for the maintenance and replacement of trees in the district.
- Promote the DDA's role in supporting the provision of district infrastructure. Public awareness of the DDA's role in maintaining and investing in district infrastructure will encourage communication between the public and the DDA on how best to make improvements and maximize their uses.
- Promote a philosophy of sustainability in all infrastructure improvements. Attentive maintenance to existing infrastructure and timely investment in well designed, quality improvements will ensure that they will continue to serve downtown needs for years into the future. Attentive maintenance of Village and DDA assets decreases the need for much larger, future capital expenditures by extending their useful life.
- Support infrastructure improvements in anticipation of future technological needs of the district, such as conduit for fiber optic wiring.
- Encourage alley improvements to facilitate deliveries, solid waste and recycling collection, improve alley cleanliness and attractiveness, assist pedestrian use, and discourage graffiti. Objectives may include inviting artists to paint murals in selected alleys, providing incentives for businesses to maintain a clean alleyway, repairing storm water inlets, repaving, etc.

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- Encourage infrastructure planning efforts by the Village of Pinckney and Putnam Township to improve and maintain public utilities, streets, water, and sanitary sewers.

Examples of potential DDA projects include, but are not limited to, the following projects. These projects and others will be re-evaluated and updated as circumstances warrant.

- Survey sidewalk conditions along north and south sides of Main Street in order to identify sections in poor condition and to develop a phase implementation plan for repair, replacement and maintenance. The estimated time of completion of this project is approximately two years. Install new sidewalk sections within the DDA district on Howell Street. The estimated time of completion for this project is approximately three years.
- Implement improvements to the Streetscape within the DDA district boundaries between Marion and Mill Streets, including the installation of traditional awnings. The estimated time of completion for this project is approximately two years.
- Develop and implement street improvements as referenced in the aesthetic category.

### **Business Encouragement**

**Goal:** Promote the Downtown Development area district as the center of commerce in our community and provide support to district businesses. Commercial establishments play an immeasurable role in shaping the economic, social and physical character and health of the district, including a sense of uniqueness. The Village of Pinckney has seen commercial growth since the inception of the 2000 DDA plan. Despite this growth, the DDA district business environment continually requires attention and concern if it is to remain healthy, vibrant and competitive. The DDA will continue to strive to improve the economic climate of the development area by simultaneously working to retain and expand business opportunities.

### **Objectives:**

- Undertake capital improvements that are geared towards increasing the commercial viability of the district.
- Encourage appropriate public and private infill projects to increase commercial activity.
- Support strategies to retain local retail businesses in the district.
- Encourage the goals and cooperation of merchant associations and other groups and support their promotional efforts.
- Participate with property owners in efforts to attract new retail, businesses and services to the district that support residential needs. Encourage an

## Village of Pinckney DDA Plan

- appropriate mix of local retailers and regional/national retailers, as it strengthens the district's ability to draw retail shoppers.
- Collect and disseminate information about the district environment and commercial opportunities to support property owner efforts to attract a diversity of attractive businesses.
  - Work with the Village of Pinckney, Putnam Township, the Merchants Association and other groups to encourage the retention of existing businesses and the attraction of new businesses to the district.
  - Identify district areas that are undergoing significant change or distress, and work with area stake holders and property owners to develop strategies and implement solutions aimed at maintaining and strengthening commercial environments.
  - Promote Pinckney's unique identity as a compelling business asset. Preservation, development and marketing of the characteristics that make Pinckney a special place is crucial to retaining current businesses and attracting new businesses as well.
  - Promote economic development within DDA bounds to improve the viability of the area and its competitive edge with outside districts.
  - Encourage the usage of underutilized resources within the development area, such as second floors, storefronts, rear entries and green spaces.

### **Development Partnerships**

Goal: Leverage private and public funds to create greater beneficial impact. Partnering in downtown development projects enables the DDA to help guide development that realizes community goals and objectives.

#### Objectives:

- Partner with developers to arrange and finance ancillary improvements necessitated by development, such as parking and streetscape improvements.
- The DDA will encourage the development of public land to meet community goals and attract people and businesses to Pinckney. The DDA proposes to leverage as many private investment dollars as possible in the appropriate development of these areas. Private sector contributions can include finances, taxes, creative development ideas, development expertise, and the marketing skills needed to make a project work. In addition to providing the public land for such an approved development, the public sector can also contribute in terms of applying for grant funding and low-interest loans and assisting in project administration.

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### Sustainability

Goal: Ensure the district's survival as a vital and viable economic, residential and environmental eco-system throughout the 21<sup>st</sup> century. The DDA will develop sustainable ideas in order to meet the requirements of the present without compromising the needs of the future. The DDA will embrace sustainability as a fundamental tenet of downtown development.

### Objectives:

- Promote a philosophy of sustainability in all improvements.
- Attentive maintenance to existing infrastructure, along with timely investment in well-designed, quality district improvements will insure that these facilities will continue to serve district needs for years into the future. Investment geared toward long-term performance lowers overall future maintenance and replacement costs.
- Discourage sprawl, encourage reinvestment in existing improvements and support more balanced development.
- Provide regular and scheduled maintenance for previous DDA pedestrian improvement projects. Anticipate future repair needs by planning projects and setting aside funds as part of a long-term financial plan.
- Construct DDA developments with the goal of quality and longevity, so as to minimize long-term maintenance.
- Recognize that maintenance and repair are perpetual concerns, and thus must be anticipated in capital improvement plans and on-going structural assessments.
- Coordinate DDA activities with other sustainable planning efforts including Livingston County, Village of Pinckney, Putnam Township and other entities.
- Encourage energy efficiency in existing and future district developments.
- Support the development of a system of linked open spaces and pedestrian/bicycle paths.
- Encourage the preservation of open space, natural beauty, historic buildings and critical environmental areas.
- Promote the development of the district as a compact center for development.
- Encourage local businesses and government agencies to use earth-friendly strategies and procedures.
- Work with the Huron River Watershed Council and other environmental groups to educate the community about water quality issues.
- Work towards collaboration with local governments and others to achieve cooperation and efficiency in public operations.
- Encourage citizen and stakeholder participation in development decisions to foster involvement, ownership and pride in community.

## Village of Pinckney DDA Plan

### Other Development Plan Issues To Address

#### **Existing improvements to be demolished, repaired or altered, description of any repairs and alterations, and an estimate of the time required for completion:**

The installation of improved landscaping, signage, sidewalks, lighting, curb and gutter, and storm drainage within the Development Area right of ways, and parking areas improvements will create permanent alterations. Such alterations are in accord with the objectives of the Authority.

#### **Parts of the Development Area that are to be left as open space:**

The Authority has no plans to create any areas to be left as open space.

#### **Portions of Development Area, which the Authority desires to sell, donate, exchange, or lease to or from the Village:**

The Authority has no plans to sell, donate, exchange, or lease to or from the Village.

#### **Desired zoning changes and changes in streets, street levels, intersections and utilities:**

The Authority does not desire any zoning changes, however, the Village may initiate changes within the portion of the development area that is currently zoned business to include a residential district that allows a limited commercial uses. Changes to existing streets may occur with the creation of municipal parking lots. Street levels may be changed to accommodate storm sewer drainage with curb and gutter improvements. The Authority will be working with and encouraging appropriate State agencies to make improvements to Main Street intersections.

#### **Persons or Corporations to whom all or a portion of the development is to be leased, sold, or conveyed in any manner and for whose benefit the project is being undertaken:**

At this time, the Authority has no plans to lease, sell or convey any portion of the development to the benefit of a person or corporation.

#### **Procedures for leasing, selling or conveying in any manner of all or a portion of the development upon its completion:**

In the event the Authority needs to employ procedures for leasing, selling, or conveying, it will follow any established procedures of the Village.

## **Village of Pinckney DDA Plan**

### **Estimates of the number of persons residing in the development area:**

The Pinckney Development Area contains approximately 58 housing units and an estimated 160 residents.

### **Families and Individuals to be Displaced, Occupied residences designated for acquisition, and clearance:**

The authority will not displace any family or individual within the development area by means of acquisition or clearance of their occupied residence. Therefore, the standards and provisions of the federal uniform relocation assistance and real property acquisition policies act of 1970 is not applicable and it will be unnecessary for the authority to create a plan for compliance with Act No. 227 of the Public Acts of 1972.

### **Proposed Development Projects Planned for Public-Private Partnership:**

Public-Private partnerships will be formed through the development of grant programs and/or a downtown revolving loan fund, financing techniques used to make these improvements possible and through a cooperative effort to improve easements and parking ease that are not purchased by or conveyed to the Village. The authority will act as the public entity that will organize and implement these programs and improvements. The authority will solicit the involvement of private entities through the investment of their time and finances towards revitalization of the Pinckney development area.

### **Completed and Planned Public Improvements:**

In 1991, the Village of Pinckney received Community Development Block Grant monies that supplemented State of Michigan 307 Bond funds for installation of 34,400 linear feet of water improvements, much of the sidewalk in the Central Business District needed to be removed and replaced. Sidewalk removal and replacement resulted in barrier free improvements such as ramped sections and curb cuts. Electrical conduit was laid under the new sidewalk for future lighting, and water lines under the sidewalk have been expanded to accommodate fire hydrants.

### **Completed and Planned Private Improvements:**

During the summers of 1991 and 1992 the Pinckney Beautification Committee initiated an effort to locate flower boxes throughout the Central Business District. Most Main Street merchants financially sponsored the placement of a flowerbox in front of their business. The flower boxes are



## Village of Pinckney DDA Plan

portable and are set out in warm weather. Other recent private improvements include the restoration of homes within the DDA district, and interior and exterior improvements to DDA district businesses, such as the Lakes Grille, Pinckney Hardware, Carousel Floral, Edward Jones, Bleachers restaurant and the Mobil gas station along with the addition of new second story businesses.

### **Location, Extent, Construction Stages, Estimated Completion Time and Estimated Cost of Improvements:**

This plan provides the location, extent, construction stages, and estimated completion time and estimated cost of improvements that are proposed by the DDA Board. Cost estimates are subject to change because the estimated cost of improvements is done without detailed engineering design or specific knowledge of field conditions, which may affect project cost.

### **Character of Pinckney DDA Improvement Projects; Problems and Opportunities:**

Parking is minimal in downtown Pinckney; particularly when compared to the vast supply available at most contemporary plazas and malls. There are few parallel parking spaces on Main Street in front of the downtown businesses, and only a couple of small rear parking lots exist and they are shared by many merchants. To remain competitive in the contemporary market, downtown merchants need a supply of easily accessible parking within close proximity of downtown businesses. For instance, a parking ramp would be inappropriate in terms of both scale and character for it would be too large and urban for a small village. Instead, the DDA is proposing small municipal lot(s) that are perhaps metered, with adequate Main Street signage that will direct the shopper to them. Plans include the provision of a good sidewalk system that will connect the parking lots with Main Street, a landscape buffer that will screen the parking, and lighting that is historic in character and will make the space well-lit and safe. The general locations under consideration for parking lots are between Mill and Marion streets behind the downtown businesses on the north side of Main, and between S. Howell and Marion behind the businesses on the south side of Main.

Pinckney Downtown Development Authority Board members strongly believe that downtown Pinckney may be lacking in its appeal to shoppers because of its aesthetic appearance. At present the downtown has little "sense of place." This is due to the dissimilar building facades that stand side by side. Downtown Pinckney has marvelous facades. This mix of facades creates a downtown that is not visually unified. The DDA has created and reauthorizes a grant program that can be used for façade and

## Village of Pinckney DDA Plan

other business improvements that would provide incentives for downtown business and property owners to restore the facades of their buildings to their original historic character, thus creating unified downtown appearance that is recognizable as the core of the Village. The DDA may also authorize the creation of a revolving loan fund that can be used for these purposes.

Pinckney is a fairly small-scale village that is easy to travel on foot. Therefore, DDA members believe that the sidewalk system throughout the Development Area should be in good condition so that walking throughout the village is pleasurable, safe and user friendly. This DDA project goal of sidewalk repair is particularly important for encouraging pedestrians to visit the downtown area and shop. Good sidewalks are also very important for the children and senior population of the village for whom the sidewalk system is often the primary means of transportation.

With each new year, Michigan Highway 36, known as Main Street, is carrying an increased volume of traffic through the Pinckney Development Area. This traffic is creating problems at the more heavily used intersections of Main and Howell, Main and D-19, and Main and Dexter-Pinckney. The Main and Howell Street intersection is at the center of the downtown area. In this area, there are many pedestrians crossing Main Street. Citizens have indicated to DDA Board members that this crossing is dangerous and time-consuming due to the speed and volume of vehicles through the area. DDA Board members suggest that this intersection may warrant a traffic signal of some type, in order to slow traffic and allow pedestrians the opportunity to cross the street. Sentiment regarding a traffic light is mixed. Some believe that a traffic light would harm the small village character of Pinckney. DDA members do agree that it would be of interest to have the Michigan Department of Transportation (MDOT), explore the traffic problems of Pinckney and recommend some solutions that the village may consider. Likewise it would be valuable to receive MDOT input on the traffic problems occurring at Main and D-19. When vehicles are waiting to make a left hand turn onto Main, they frequently hold up a line of cars behind them and there is little room to pass in order to make a right turn onto Main.

Citizen participation is a valued aspect of the DDA planning process. Citizens are encouraged to send letters of recommendation or comment about improvement projects to the Village Hall in care of the Pinckney Downtown Development Authority. Additionally, the Village President or DDA Chairperson is available for answering questions regarding DDA activities. They can be reached by contacting the Village Clerk at Pinckney Village Hall.

## Village of Pinckney DDA Plan

### Other Plan Details

The cost of completing the activities and improvements to be undertaken and financed by the DDA as set forth in and anticipated by this Plan will be determined by the DDA. The method by which these costs will be financed will be from one or more of the following sources:

- Proceeds from its tax increment financing plan as continued from April, 2004
- Monies borrowed and repaid, such as from the issuance of revenue bonds
- Donations received by the Authority for the performance of its functions
- Revenues from any property, building or facility owned, leased, licensed, operated or sold by the DDA
- Monies obtained from other sources approved by the Pinckney Village Council

The proceeds to be received from tax increment revenues from the development district, plus the availability of funds from other authorized sources, will be sufficient to finance all activities and improvements to be carried out under this Plan.

The specific project costs for accomplishing all activities described in the Plan for the development district will be determined after planning. These costs may be financed through the issuance of one or more series of bonds during the period when development activities are to be initiated and completed. Estimated revenues to be realized from taxes through the tax increment financing plan, together with revenues from other sources, will be adequate to provide for payment of principal and interest.

The amounts of bonded indebtedness to be incurred by the DDA and/or the Village of Pinckney for all bond issues, including payments of capitalized interest, principal and required reserve shall be determined by the Village of Pinckney upon the recommendations of the DDA.

This plan specifically recognizes that solutions to downtown problems (for example, traffic access and parking problems) may best be developed by spending funds outside the DDA district.

PA 197 of the Public Acts of 1975 provides for the establishment of the Development Area Citizens Council consisting of no fewer than nine members who are residents of the development area. The Village of Pinckney DDA Citizens' Advisory Council has been formed and serves as an advisory body to the DDA and the Village Council in the adoption and implementation of the DDA's development and tax increment financing plans. Meetings of the Citizens' Advisory Council are typically held at the request of the DDA and are open to the public.

## Village of Pinckney DDA Plan

### Strengths, Weaknesses, Opportunity and Threat (SWOT) Analysis from the 2007 DDA Vision Planning Workshop

Strengths	Weaknesses
<ul style="list-style-type: none"> <li>• <b>Recreation (26)</b></li> <li>• <b>Events (14)</b></li> <li>• <b>Township Square (13)</b></li> <li>• <b>Family Atmosphere (10)</b></li> <li>• <b>Businesses (8)</b></li> <li>• New Streetscape (3)</li> <li>• Core Group of Support (2)</li> <li>• Diversity of Businesses (2)</li> <li>• Lakelands Trail (1)</li> <li>• Walkable (1)</li> <li>• Schools (1)</li> <li>• History</li> <li>• Library</li> <li>• Mill Pond</li> <li>• Small Downtown</li> <li>• Accessible Government Offices</li> <li>• Upscale Grocery</li> <li>• State Highway</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Old Buildings/Expensive Maintenance (24) *</b></li> <li>• <b>Compact Downtown/Limited Growth (17)</b></li> <li>• <b>Lack of Parking (12) **</b></li> <li>• <b>NIMBYS and CAVE People (12)</b></li> <li>• <b>Lack of Hang-out spots (7)</b></li> <li>• Where is Pinckney? (4)</li> <li>• Township Park (2)</li> <li>• Apathy (2)</li> <li>• Limited Cash (2)</li> <li>• Limited volunteer resources</li> <li>• MDOT</li> <li>• (Improving) but slow government relations</li> <li>• What is the DDA?</li> <li>• Undesirable Rear-door areas</li> <li>• No historical society</li> <li>• Lack of foot traffic</li> </ul>
Opportunities	Threats
<ul style="list-style-type: none"> <li>• <b>Expansion, new business (25)</b></li> <li>• <b>Marketing (17)</b></li> <li>• <b>Community Center (10)</b></li> <li>• <b>Build on existing events/new (10)</b></li> <li>• <b>Physical Improvement (7)</b></li> <li>• Expansion of Lakelands Trail/Hamburg/Depot (4)</li> <li>• New Library (4)</li> <li>• Working with other communities (3)</li> <li>• Link recreation with downtown/tourism (3)</li> <li>• People want to make a difference (2)</li> <li>• Connecting Downtown to Schools (1)</li> <li>• Chamber/PMA</li> <li>• Rail link</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Anti-growth movement (26)</b></li> <li>• <b>Unemployment (18)</b></li> <li>• <b>Bedroom Community (9)</b></li> <li>• <b>Government Cuts (8)</b></li> <li>• <b>Lack of foot traffic (8)</b></li> <li>• Loss of residence (6)</li> <li>• Hamburg's Aggressive Growth Ideology (4)</li> <li>• Urban myths/Bad reputation (3)</li> <li>• Vacant Property/Big Box/Strip Mall/Individual Ownership threatened</li> <li>• Brownfield areas</li> </ul>

Potential funding opportunities:

- \* MSHDA Façade and Rental Rehab Grants
- \*\* MSHDA Infrastructure Grants
- \*\* MDOT Transportation Enhancement Grants

## Village of Pinckney DDA Plan

<b>Operations – DDA Board</b>	<b>Business Development</b>
<ul style="list-style-type: none"> <li>• <b>More Infrastructure: parking, sidewalks, signs, roads, lights, beautification (27)</b></li> <li>• <b>Look at vision for wider community (11)</b></li> <li>• <b>Aggressively find financial resources (11)</b></li> <li>• <b>Facilitate the coming together of groups/events (11)</b></li> <li>• DDA – chamber link and other groups (6)</li> <li>• Programs with private businesses (3)</li> <li>• Links to government and community (2)</li> <li>• Make more attractive for volunteer board members</li> <li>• Too slow – speed up actions – red tape</li> <li>• Info distribution – web site, newsletter, marketing plan</li> <li>• Professional Staff -- paid</li> <li>• Bounty Plan</li> <li>• More citizen committees</li> <li>• Bike trails with winter use</li> <li>• Work with high school students for ideas</li> <li>• Volunteer recognition</li> <li>• Awareness program DDA and ENTIRE community</li> <li>• Volunteer coordinator</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Bowling Alley / Arcade (26)</b></li> <li>• <b>Bed and breakfast (12)</b></li> <li>• <b>Recreational Facility (12)</b></li> <li>• Restaurants: more diversity and ethnic choices, deli (6)</li> <li>• Urgent Care Clinic (6)</li> <li>• Museum/galleries (6)</li> <li>• Hotel (3)</li> <li>• Specialty shops (clothing, toys) (3)</li> <li>• Book Store (2)</li> <li>• Ice Cream Shop (2)</li> <li>• Job assistance service promoting local business (2)</li> <li>• Live entertainment (family type) (2)</li> <li>• Sporting Goods (1)</li> <li>• Internet café</li> <li>• Pet Store</li> <li>• Music, Dance Martial Arts Store/lessons</li> <li>• Scrap Booking Store</li> <li>• Repair Shops</li> <li>• Jewelry Store/Repair/Gifts</li> <li>• Spas and salons</li> <li>• Specialty Medical</li> <li>• Movie theatre</li> <li>• Ice rink in the township park</li> </ul>
<b>Design and Physical Environment</b>	<b>Promotions and Marketing</b>
<ul style="list-style-type: none"> <li>• <b>Retain charm and historic character (18)</b></li> <li>• <b>Recreation emphasis (15)</b></li> <li>• <b>More tasteful parking and parking behind businesses (12)</b></li> <li>• <b>“Town” Square (11)</b></li> <li>• Connection to trail with bike lanes – bring bikes, horses to town (6)</li> <li>• Public restrooms (5)</li> <li>• Continue to improve streetscape (3)</li> <li>• Destination businesses (2)</li> <li>• Accessible mill pond (2)</li> <li>• “Sense of entry” into downtown (1)</li> <li>• Public art – must be unique (1)</li> <li>• Seasonal decorations</li> <li>• Signage</li> <li>• Connection to library</li> <li>• Hide the utility wires</li> <li>• Connect to all the schools</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Joint marketing with Hell (16)</b></li> <li>• <b>Website (15)</b></li> <li>• <b>Promote a theme (10)</b></li> <li>• <b>Promote Potowatami Trail &amp; Pinckney Rec. Area Connection (9)</b></li> <li>• Pinckney promotions coordinator (6)</li> <li>• Recreation stores – brochures (3)</li> <li>• Marketing to greater Livingston County (1)</li> <li>• Livingston County events publications</li> <li>• Livingston County visitors bureau</li> <li>• Promote via campground centers</li> <li>• Visitor center brochures</li> <li>• Bus Tours</li> <li>• Maps – popular destinations</li> <li>• Create a mascot</li> <li>• Slogan</li> <li>• Postcards</li> <li>• Pinckney-opoly/games</li> </ul>

## Village of Pinckney DDA Plan

### Potential Sources of Project Financing

#### Intermodal Surface Transportation Efficiency Act of TEA 21

The Intermodal Surface Transportation Efficiency Act of 1991 established a fund for transportation enhancement activities. Ten percent of the funds from the Surface Transportation Program are set aside for these activities. Depending on the fiscal year, there can be approximately \$9.5 million in federal aid available. Applicants are asked to provide at least a 20 percent match for all funds requested; however, extra consideration will be given to those applications that increase their match up to 50 percent or more. Private funds cannot be used as matching funds, nor can private funds be donated to eligible applicants if they are specifically earmarked for the enhancement activity project.

The type of projects that can be funded by ISTEA include:

#### **Non-motorized Facilities**

- Provision of facilities for pedestrians and bicycles
- Preservation of abandoned railway corridors (including the conversion and use thereof for pedestrian or bicycle trails)

#### **Historic Preservation**

- Acquisition of historic sites
- Historic preservation
- Rehabilitation and operation of historic transportation buildings, structures, or facilities (including historic railroad facilities and canals)
- Archaeological planning and research

#### **Transportation Aesthetics**

- Acquisition of scenic easements and scenic sites
- Scenic or historic highway programs
- Landscaping and other scenic beautification
- Control and removal of outdoor advertising

#### **Mitigation of water pollution due to highway runoff**

Projects which combine the enhancement activities from these four broad categories will receive a higher priority.

ISTEA applications will be reviewed on an annual basis. Eligible applicants include village road agencies. Applications can be requested from and should be completed and returned to:

Paul W. McAllister  
Transportation Enhancement Activities

## Village of Pinckney DDA Plan

Bureau of Transportation Planning  
425 West Ottawa P.O. Box 30050  
Lansing, Michigan 48909 Phone: (517) 335-2622

### **Community Development Block Grant (CDBG) Housing Program**

The CDBG Housing Program provides federal grant funds to cities, villages and townships with populations less than 50,000 and counties with a population less than 200,000 residents. The Michigan State Housing Development Authority (MSHDA) is the agency that awards these funds and since 1982 they have awarded more than \$85 million in federal grants to help more than 200 localities improve existing housing and upgrade neighborhoods. It depends on the year, but approximately \$9 million has been made available through this program. Seventy five percent of program funds are available under a Housing Grand Competition, which is open to cities, villages, townships, and counties that do not receive an allocation for a countywide housing rehabilitation program.

MSHDA encourages the use of CDBG funds for the rehabilitation of homes of very low and low-income homeowners. Other activities eligible for funding include but are not limited to:

- Homesteading of vacant properties
- Rehabilitation of and/or acquisition of buildings utilized to house the homeless
- Public facility improvements (limited to 25% of grant request), if part of comprehensive improvement of targeted neighborhood
- Rehabilitation of rental units
- The capacity building of non-profit organizations involved in meeting the housing needs of very low and low income people
- New construction, when done in conjunction with a non-profit organization that the community has a sub-recipient relationship with

### **Housing Grant Competition**

Eligible applicants for this approximate \$2,250,000 in funding include:

- Disadvantaged communities, which are in the top 25 percent of the housing distress ranking of communities as defined by MSHDA. Communities in the top 25 percent would have a 40 or 50 need score (the Village of Pinckney had in 1992 a need score of 20).
- Communities with special needs such as those created by either sudden or long term economic decline, or natural or man-made disasters
- Communities (regardless of housing distress ranking) located in a county that does not receive an allocation and does not have a current CDBG housing program (Livingston County does not receive an allocation and does not have a current CDBG housing program)

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Applications can be requested from and should be completed and returned to:

Jacquelyn Williams-Armstrong, Director  
Michigan State Housing Development Authority  
Plaza One, Fourth Floor  
401 South Washington Square, P.O. Box 30044  
Lansing, Michigan 48909 Phone: (517) 373-1974

### **Community Development Block Grant (CDBG) Economic Development Infrastructure Grant Program**

The goals of the Community Development Block Grant Economic Department Programs are to assist eligible communities in addressing critical development needs to provide the greatest possible benefit to low and moderate-income individuals. The creation and retention of base jobs is the number one program priority, however the program also addresses economic development related infrastructure, commercial and industrial rehabilitation and redevelopment, economic development planning, downtown development, job training and all the ongoing housing needs of low and moderate income residents of Michigan's small communities.

The program is administered by the Michigan Department of Commerce and the program will be carried out in a manner to assure that at least 70 percent of the federal funds received for the program, taken as a whole, shall benefit persons of low and moderate income. Eligible applicants are small cities, townships and villages of less than 50,000 population, and non-urban counties. To comply with federal rules and regulations of the CDBG program, all projects must meet one of the following objectives to be considered for funding:

- The activities will benefit persons of low and moderate income, as defined by section 102(a)(2) of the Housing and Community Development Act and 24 CFR 570.484(b) or
- The activities will aid in the prevention or elimination of slums or blight, as defined by 24 CFR 570.484(c) or
- The activities are designed to meet other community development

Economic development infrastructure projects will be expected to meet each of the following guidelines:

- Minimum leverage ratio – The ratio of all other private and public funds invested in the project to CDBG program investment must be at least 2:1
- Cost per job – The CDBG funds to be invested in relation to the net permanent full-time jobs created and/or retained must be no more than \$30,000 per job
- Financial viability – The business must be financially viable and able to document that it has sufficient management abilities and skills to operate the business



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- Job creation/retention – The project must create or retain at least ten permanent full-time jobs
- Minimum local participation – The community must provide local funds for at least 10% of the public infrastructure component of the project

For downtown development infrastructure projects there are additional guidelines that must be met: 1) There must be evidence of a formal overall physical redevelopment plan for public and private improvements in the downtown area. 2) There must be evidence that a DDA has been created. 3) The community must document that the downtown area has deteriorated during the past 5 years including reduction in the number of jobs and businesses. 4) There must be documented local support for the project by private businesses, financial institutions and the local government. The maximum grant amount for this program must not exceed \$750,000.

For additional information on the Michigan CDBG Program in general, and economic development project in particular, please contact:

Capital Resources Group  
Michigan DEPARTMENT OF commerce  
Post Office Box 30234, Law Building  
Lansing, Michigan 48909  
Phone: (517) 373-6213

### **Federal Tax Credits For Historic Preservation**

Tax Reform Act of 1986 defines the tax advantages for rehabilitation of historic buildings. There are three tax advantage options:

1. A 20% tax credit for the substantial rehabilitation of certified historic buildings for commercial, industrial, and rental residential purposes.
2. A 10% credit for the substantial rehabilitation for nonresidential purposes of buildings built before 1936.
3. A Straight-line depreciation period of 27.5 years for residential property and 31.5 years for nonresidential property of the depreciable basis of the rehabilitated building reduced by the amount of the tax credit claimed.

**The building owner must obtain certification for both the building and the rehabilitation plan in order to qualify for the 20% tax credit. Certification is not required for the 10% tax credit.**

**“Substantial rehabilitation”** is defined as a total rehabilitation expenditure that exceeds the adjusted basis of the building or \$5,000, whichever is greater.

A **“certified building”** is one that is on the National Register of Historic Places either as an individual building or as a contributing building within a historic district. In 1966 the Federal government created the National Register of Historic Places as an honor roll of significant historic buildings and districts located

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throughout the country. To obtain historic certification and to be eligible for tax credits, a building owner must submit a **Historic Preservation Certification Application** to the State of Michigan Bureau of History. The Bureau thoroughly reviews the application to ensure that it is a certifiable project and then they forward it on to the National Park Service with a recommendation for action. Certification is granted to rehabilitation efforts that are consistent with historic nature of the property that conform to the Standards of Secretary of the Interior. It is very important to obtain certification during the planning stages of a project to be sure that rehabilitation is considered compatible and appropriate; otherwise, the project may be denied certification.

The State of Michigan Bureau of History also has historic preservation grant programs that may be beneficial to the Pinckney DDA effort. Two such programs are the **Historic Preservation Grant Program** and the **Certified Local Government Program**.

### **Historic Preservation Grant Program**

The Historic Preservation Grant Program is a 50-50 matching grant program. Funds are received annually from the National Park Service of the U.S. Department of the Interior and they are administered by the Michigan Department of State through the Bureau of History, Michigan's State Historic Preservation Office. Federal funds provided through this grant program must be matched by the grant recipient with private funds, local government funds, in-kind services, state funds, certain federal funds (limitations apply), donated services and/or donated equipment or material.

Those eligible to apply for Historic Preservation Grants include local units of government, historical groups, individuals, education institutions and regional planning agencies.

There are several project topics that are eligible for funding through the Historic Preservation Grant Program; they are:

- **Survey Projects** – research and identification of historic and archeological sites
- **Nominations** – nomination of a single site, historic district or multiple property nominations to the National Register of Historic Places.
- **Planning** – planning projects establish historic contexts as the basis for resource identification, evaluation and registration. They also establish management goals and set priorities for preserving efforts.
- **Public Education** – providing information to the community about local historic resources and strategies for their protection. Special events that educate the public about local history, National Register sites or preservation issues may also be eligible.

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- **Technical Assistance** – technical assistance projects include plans and specifications, feasibility studies, façade recommendations and marketing studies for buildings listed on the National Register of Historic Places.
- **Development** – development projects include the protection, stabilization, preservation, restoration, or rehabilitation of properties listed on the National Register of Historic Places.

Application materials and selection criteria is available in the early summer by contacting:

Grant Section, Budget Division  
Michigan Department of State  
717 West Allegan Street  
Lansing, Michigan 48918  
Phone: (517) 373-0510

### **Certified Local Government Program**

The National Park Service also makes grant funds available through the Bureau of History for Certified Local Governments (CLGs) to initiate and support activities at the local level. Over 450 local governments across the country have become CLGs. They range from small and medium sized towns to suburbs of metropolitan areas. Becoming a Certified Local Government makes a community eligible to apply for sub grants that are only available to CLG communities; at least 10% of the annual Historic Preservation Grant Program must be distributed to CLG's. Grants are awarded annually on a competitive basis. All grants must be matched 50/50 with local funds or donations and are available on a reimbursement basis only.

Grants cannot be used to restore historic buildings, however, grant activities can include:

- Conducting a survey of historic properties
- Preparing nominations of buildings, sites, structures, objects and districts to the National Register of Historic Places
- Developing design guidelines for local historic districts
- Administering a local historic district ordinance
- Preparing a local preservation plan for managing local resources
- Planning for the protection or the restoration of National Register sites
- Preparing educational materials such as brochures or slideshows

Example: The City of Ann Arbor prepared a handbook on design objectives and guidelines for five proposed local historic districts. The guidelines assist property owners and developers to rehabilitate historic structures.

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Obligations and requirements of a CLG include:

- To be certified a local unit of government must have adopted a local historic preservation ordinance
- To be certified a local unit of government must have appointed a qualified commission
- A CLG is required to participate in the process of nomination of historic properties to the National Register of Historic Places
- A CLG is required to provide for adequate public participation in the local historic preservation program
- Once certified, a CLG will be monitored every three years to ensure that all responsibilities are being met

To become a Certified Local Government the government should contact:

CLG Coordinator, Historic Preservation Section  
Bureau of History, Michigan Department of State  
Lansing, Michigan 48918  
Phone: (517) 373-1630

### **Private Foundation Grant Sources**

#### **Michigan Foundations**

There are several Michigan foundations with an interest in funding community development projects such as those the Pinckney DDA might initiate. The Eighth Edition of the Michigan Foundation Directory is a helpful reference for researching these potential grant sources. The directory provides details on 488 foundations and 68 corporate giving programs, as well as information on foundation selection and proposal writing. The directory is available through most local libraries or it can be ordered for \$30 through:

Michigan League For Human Services  
300 N. Washing Square, Suite 401  
Lansing, Michigan 48933  
Phone: (517) 487-5436

#### **National Foundations**

A good source of information on foundations throughout the country and types of projects that they fund is the Foundation Center in New York. Among the Foundation Center's publications are The Foundation Directory (\$160), and The Foundation Grants Index (\$125). These publications can be ordered by contacting the Foundation Center at:

## Village of Pinckney DDA Plan

The Foundation Center  
79 Fifth Avenue  
New York, New York 10003  
Phone: (212) 620-4230

### **Revolving Loan Pools and Other Financing Ideas**

The Michigan Housing Coalition is a good source of information on financing ideas. This organization maintains a statewide information clearinghouse. The Housing Coalition can be contacted at:

Michigan Housing Coalition  
P.O. Box 14038  
Lansing, MI 48901-4038  
Phone: (517) 377-0509

#### **NOTE:**

**Further exploration will need to be conducted by a financial analyst in order to determine potential sources of project funding and the eligibility of the Pinckney Downtown Development Authority.**

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### Helpful Resource Materials

- \* Howell, Michigan: A Plan For Preservation, School of Architecture, Lawrence Institute of Technology - This resource provides helpful design suggestions for façade, roadway, pedestrian and other improvement projects.
- \* Change with Continuity, A Recommendation by the American Institute of Architects R/UDAT Team for Howell, Michigan, 1984 – This resource provides helpful information regarding downtown planning.
- \* Downtown Design Guidelines: A handbook for preservation, new construction and loft re-use. Ann Arbor, Michigan 1989 – This handbook is an excellent example of how a community should create downtown design guidelines as part of a façade improvement program.
- \* Downtown Improvement Manual, Emanuel Berk, Illinois Department of Local Government Affairs, American Society of Planning Officials Press, 1976 – This manual covers many topics that impact downtown areas such as parking, traffic circulation, development and redevelopment, and historic preservation.
- Downtown Idea Exchange Essential Information For Downtown Revitalization, 215 Park Avenue South, Suite 1301, New York, NY 10003, Telephone (212) 228-0246 – This newsletter is printed twice-monthly. It contains case studies of how communities have implemented specific downtown programs, and how these programs might be transferable to other communities. It also contains ideas on downtown funding sources, zoning and planning issues.
- \* Pinckney Area Strategic Plan, Pinckney Area Strategic Planning Committee with assistance from the Livingston County Planning Department, 1990 – This resource provides good background information for DDA Board Citizen Council members. It contains insightful information regarding public perceptions of the Pinckney downtown, and contains many strategy recommendations that could be implemented in the future by the DDA.
- \* Downtown Plan City of Brighton, prepared by the WBDC Group for the Brighton DDA, 1988 – Review of this document is helpful for formulating new ideas that might be transferable to the Village of Pinckney.
- \* City of Howell Downtown Development Plan and Tax Increment Financing Plan, prepared by Carlisle Associates for the Howell DDA, 1991 – Review of this document is helpful for formulating new ideas that might be transferable to the Village of Pinckney.

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- \* Community Planning Handbook: Tools and Techniques for Guiding Community Change, prepared by Planning & Zoning Center, Inc. For the Michigan Society of Planning Officials, 1991 – This resource gives advice regarding tools and techniques that are helpful in downtown planning.
- Available for reference at the County Planning Department in Howell.