

Memo

To: Planning Commission/DDA Members
From: Julie Durkin, Zoning Administrator
Date: February 6, 2023
Re: Zoning Administrator's Report

Permits & Code Enforcement: Two permits have been issued for interior renovations of the old IHA building on M-36 as well as the Pinckney Family Dentistry directly behind it. Given the weather, both permits and code enforcement work is minimal.

Planning Commission:

- Rezoning Request – 350 Mower Road: We have received a request from The Corporate Protection Group, LLC who is currently under contract for the purchase of 350 Mower Road. The request is from the current PL (Public Lands) to SBD (Secondary Business District). They have provided a description of their intended use as well as a statement addressing the criteria. The criteria that the Planning Commission and Council must consider is as follows:

§ 152.461 MAP AMENDMENT CRITERIA.

In considering any petition for an amendment to the official zoning map, the Planning Commission and Village Council shall consider the following criteria in making its findings, recommendations and decision:

(A) Consistency with the goals, policies and future land use map of the Village of Pinckney Comprehensive Plan, including any subarea or corridor studies. If conditions have significantly changed since the Comprehensive Plan was adopted, the consistency with recent development trends in the area;

(B) Compatibility of the site's physical, geological, hydrological and other environmental features with the host of uses permitted in the proposed zoning district;

(C) The ability of the site to be reasonably developed with one of the uses permitted under the current zoning;

(D) The compatibility of all the potential uses allowed in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature or use, traffic impacts, aesthetics, infrastructure and potential influence on property values and local economy;

(E) The capacity of village infrastructure and services to accommodate the uses permitted in the requested district without compromising public health, safety or welfare;

(F) The apparent demand for the types of uses permitted in the requested zoning district in the village in relation to the amount of land in the village currently zoned to accommodate the demand;

(G) Where a re-zoning is reasonable given the above criteria, a determination the requested zoning district is more appropriate than another district or amending the list of permitted or special land uses within a district; and

(H) The request has not previously been submitted within the past one year, unless conditions have changed or new information has been provided.

Notice of the Public Hearing was published in the Livingston Daily and notice was provided to all properties within 300 feet of the site. The public hearing should be conducted as follows:

1. Chairperson opens the public hearing and announces the subject.
2. Chairperson summarizes the procedures/rules to be followed during the hearing.
3. Applicant presents the main points of the application.
4. Staff and/or consultants present review of the application.
5. Persons having comments on the application are recognized.

6. Chairperson closes the public hearing and returns to the regular.

The Commission has three options; approve, deny or approve alternate, less intense zoning. If the applicant wishes to amend the request seeking rezoning to O, Office District, based on Planner Fortin's review, the Commission may proceed with consideration of that request without the need for any additional public hearing.

Suggested motions (may be amended based on discussion and findings):

A. Recommend Approval to Village Council

After careful consideration of the applicant's request and the criteria as outlined in Section 152.461 of the Zoning Ordinance, the Planning Commission recommends to the Village Council that the request for rezoning of 350 Mower Road (Tax ID 14-22-400-010 & 14-22-400-007) from PL, Public Lands to SBD, Secondary Business District be *approved* based on the following:

- The request *is* consistent with the goals and objectives of the Village Master Plan.
- The site cannot be reasonably developed with one of the uses permitted under the current zoning.
- All uses allowed in the SBD zoning district will not have a negative impact on surrounding residential properties in terms of intensity of development, density and traffic.
- The requested zoning district is more appropriate than another district.

B. Recommend Denial to Village Council

After careful consideration of the applicant's request and the criteria as outlined in Section 152.461 of the Zoning Ordinance, the Planning Commission recommends to the Village Council that the request for rezoning of 350 Mower Road (Tax ID 14-22-400-010 & 14-22-400-007) from PL, Public Lands to SBD, Secondary Business District be *denied* based on the following:

- The request *is not* consistent with the goals and objectives of the Village Master Plan.
- The site *can* be reasonably developed with one of the uses permitted under the current zoning.
- The potential uses allowed in the SBD zoning district *will* negatively impact the surrounding uses and zoning and negatively influence the property values.
- There is adequate land within the Village zoned SBD to accommodate the demand for this type of zoning.

C. Recommend Approval to the Village Council an alternative zoning (O-Office District)

After careful consideration of the applicant's request and the criteria as outlined in Section 152.461 of the Zoning Ordinance, the Planning Commission recommends to the Village Council that the request for rezoning of 350 Mower Road (Tax ID 14-22-400-010 & 14-22-400-007) from PL, Public Lands to O, Office District be *approved* based on the following:

- The alternative zoning of O, Office District is consistent with the goals and objectives of the Village Master Plan

- The site cannot be reasonably developed with one of the uses permitted under the current zoning
- There is an apparent demand for office zoning within the Village in relation to land in the Village currently zoned Office.
- The O, Office district is more appropriate than another district

DDA:

- St. Patrick's Day Parade – Request for funding: The Village Council, at their December meeting, approved the application for the St. Patrick's Day Parade to be held Saturday, March 18th. There is also a 5k run being organized by Light of the World Academy prior to the parade. On behalf of the organizers, Susie Tennyson has requested funding from the DDA in the amount of \$1,700 for the two pipe bands. Within the current budget, \$1,500 was budgeted for that expense. The Board can appropriate the full \$1,700 which would require a budget adjustment or you could appropriate the budgeted amount of \$1,500 and organizers can attempt to gain additional sponsors.
- Farmer's Market:

Although we are still trying, we have been unsuccessful in finding someone to fill the approved position of Events/DDA Coordinator. If the Farmer's Market is going to be successful in 2023, we cannot wait any further to take action.

Does the DDA wish to continue to participate in the Farmer's Market activities?

If yes, the DDA should take a more active role. We certainly do not want to reinvent what is already taking place, but as Village President, Rebecca had coordinated many of the aspects of the Market using both staff and volunteers. That is no longer the case and we need to make sure things are getting done to make it a success. My suggestion is to establish a committee including a member of the DDA, active vendors & volunteers. (Meetings can be scheduled but a lot of items can be handled through email.) If the DDA is going to fund the activity, this could be a sub-committee of the DDA.

- Establish specific criteria, fees, timelines, # of vendors, etc.
- market days & preferred layout
- Review applications

Applications and fees should be submitted directly to Village Hall and applications sent to the committee for review.

Question – who will handle the coordination between the committee and Village Hall to ensure that all parties involved are kept informed. Julie can attend some meetings, etc. if needed.

Correspondence can be handled between Jill and Julie including responding to applicants. Advertisement can be done by both committee members and the village including printing needs, signs, etc. Village Hall can update website, etc. None of these are daunting tasks.

Question – who will be on-site to coordinate set-up, clean-up, etc. This would also include meeting with Chamber reps, etc. to coordinate with Food Truck Fridays. (We could consider compensation per market if we cannot rely on volunteers).

If the Board does not wish to actively participate, an independent group should handle all aspects of the market including request for use of DDA property, collection of funds, solicitation of sponsors, etc. The group can formally submit request for funding through the DDA the same as other events like Hootin In the Park, Spooktacular, etc.

- Light Up the Park 2023: Pam House from M36 Rotary has indicated that a local Women's Business Network group is interested in working with the Rotary Club to sponsor and organize the 2023 Light Up the Park. It sounds very promising. Pam will be at the meeting with some additional preliminary information.
- New Business Open: Earth's Energy in downtown (replaces Pinckney Nutrition) has officially opened. They serve a small variety of specialty coffees, teas, hot coco and some juices as well as prepackaged food items. They retail coffee and stones and crystals. They have many different varieties including amethyst, rose quartz, selenite, citrine, labradorite and other retail items to go with the "things from the earth" vibe. I have provided some information about the DDA and our programs. Tami Rogers and Tristan Spindler are the new owners, and I hope that you can stop by, grab a cup of coffee and welcome them to the community.
- Charging Stations: Just to keep all informed, I have received the invoice for the Network Fee for the Charging stations. The cost annually for two dual port stations is \$720.

Miscellaneous:

- Parks & Rec Master Plan: The Parks and Recreation Committee met several times to review the Pinckney-Putnam Parks and Recreation Master Plan and held the necessary public input period and public hearing. Both the Township Board and Village Council have adopted the plan. It is available on the Village website <https://villageofpinckney.org/master-plans/>.