

Memo

To: President Lavey & Council Members
From: Julie Durkin, Zoning Administrator
Date: November 7, 2024
Re: Zoning Administrator's Report

Permits & Code Enforcement: Please note the following since my last report:

- 8 Land Use Permits were issued (4 Commercial/2 fence/shed/garage)
- 6 Land Use Waivers were issued (siding/roofing/sealcoat)
- 2 ROW Permit (sewer line replacement & driveway)

Planning Commission:

- **For Kids' Sake Request for Extension:** At the November meeting, the Planning Commission approved the requested extension of both the Special Land Use and site plan until such time as resolution/adoption is made of revised ordinance language dealing with the requirement of on-site playgrounds for child care facilities (Section 152.243 (f)-Child Care Facilities).
- **BTC 475 Pinckney, LLC (Kril):** As you may recall, in October of last year, the applicant entered into an agreement with the Village for the conditional rezoning of the property at 183 E. Hamburg from R-4, multiple family residential to SBD, Secondary Business District. A public hearing has been scheduled for the December 2nd meeting for consideration of the Special Land Use for commercial indoor/outdoor recreation. This is the same plan and proposal that was approved in 2018. Notice of the hearing has been sent to surrounding property owners as well as publication in the newspaper.
- **Amendments to Bylaws:** Bylaws are to be reviewed and adopted by a majority vote at the first meeting of the Planning Commission following the seating of the Village Council members elected in November. The Commission reviewed proposed language amendments dealing with the two new ad hoc members as well as updates to the language dealing with the expectations for participation by communication equipment (aka broadcasting via Zoom). Further, based on discussion at the November meeting, suggested language is being considered dealing with recurring absences of the members and the review and adoption of the Public Participation plan.
- **Essence Update:** I have received correspondence from the applicant that they will be submitting revised plans as well as approvals from outside agencies, etc. for consideration at the January meeting.

DDA:

- **Light of the Park 2024 –** The Board approved a request for funding from Light of the Park Pinckney for payment of \$1,000 to Luminous Illuminations for additional lighting on the trees along M36 as well as added lighting on the gazebo. The event is planned for November 30th in Township Square. They will have Santa, carriage rides, cookie crawl, etc. throughout downtown.

- DDA Informational Meetings required by PA 57: In 2018, PA 57 was passed which repeals and recodifies multiple acts related to tax increment finance authorities. Part of the changes made were website requirements and requirement for informational meetings. The purpose of the informational meeting is to inform the public of the goals and objectives and the direction of the Authority. It is not intended for voting on policy, budgets or other operational matters. Public notice of the meeting will be given to the governing body of each taxing jurisdiction levying taxes that are subject to capture (County, Putnam Twp & Village) and publication in the newspaper. The meeting will be held at 7:00 pm on December 2nd with the regular DDA meeting to follow, prior to the regular Planning Commission meeting.
- N. Howell/Main Street Sidewalk Project: At the November 7th meeting, the Board approved the change order for the NE quadrant sidewalk project as well as the payment to C&D Hughes for the work that has been completed to date. This portion of the N. Howell Street project is DDA funded. We are still waiting on the fabrication and installation of the handrail.

OTHER BUSINESS:

- Community Garden wrap-up: Another successful growing season has passed. There were very few issues this year, but participation did go down from past seasons. There was some concern after the DDA Board discussed alternative uses of the 135 E. Main property which may have affected activity. We had several community/local church plots that were used to fill the free vegetable stand in front of Village Hall, which was appreciated by many. Brenda Bogatay was extremely helpful again this year as the Garden Coordinator despite some unfortunate health/family issues arising. She will not be able to serve in that capacity next year and has asked all of the participating gardeners if there is any interest. Hopefully, we will have someone step forward to help facilitate things out there. A Certificate of Appreciation was recognized by the Board and sent to Brenda for all her hard work and coordination.