

City of Tawas City Planning Annual Report July 2020 – June 2021

Planning Commission

1. Membership

Member	Position	Term Expires
Mary Doak	Chair	March 31, 2024
Robert (Butch) Short	Secretary	March 31, 2023
Kenneth Cook	Commissioner	March 31, 2024
Chuck Klenow	Commissioner	March 31, 2024
Tracy Stevelinck	Commissioner	March 31, 2022
Ronald Gavenda	Commissioner	March 31, 2023
Jackie Masich	Vice Chair & Council Representative	December 31, 2021
Cole Katterman	EYES Participant	May 30, 2021

2. Attendance

	Cook	Doak	Gavenda	Klenow	Katterman	Masich	Short	Stevelinck
Jul	C	C	C	C	C	C	C	C
Aug	C	C	C	C	C	C	C	C
Sep	P	A	P	A	A	P	A	P
Oct	A	P	P	P	A	P	P	P
Nov	P	P	P	P	P	P	A	P
Dec	C	C	C	C	C	C	C	C
Jan	A	P	P	P	P	P	P	P
Feb	P	P	P	P	P	P	P	P
Mar	P	P	P	P	A	P	P	A
Apr	C	C	C	C	C	C	C	C
May	P	A	P	P	P	P	P	P
Jun	P	P	P	-	-	P	P	A

P = present A = absent C = meeting cancelled (Klenow was appointed to Council)

3. Meetings

Planning Commission meetings are typically held on the first Tuesday of each month at 7:00 pm. There were a number of meetings this past year that were cancelled due to the COVID-19 pandemic and related restrictions, or due to a lack of agenda items.

Meeting Date	Agenda Items
July 7, 2020	<ul style="list-style-type: none"> • Cancelled
August 11, 2020	<ul style="list-style-type: none"> • Cancelled
September 1, 2020	<ul style="list-style-type: none"> • Appoint Officers • Property Uses Along West Lake Street South of the Tawas River
October 6, 2020	<ul style="list-style-type: none"> • Boneyard BBQ, 646 West Lake Street, Compliance
November 10, 2020	<ul style="list-style-type: none"> • Seawall and Deck Restoration, 1193 West Lake Street, Commercial Use • 2021 Meeting Schedule
December 1, 2020	<ul style="list-style-type: none"> • Cancelled
January 5, 2021	<ul style="list-style-type: none"> • Renue Physical Therapy, 540 West Lake Street Unit 3, Commercial Use
February 2, 2021	<ul style="list-style-type: none"> • Dollar General, 910 West Lake Street, Commercial Construction and Use
March 9, 2021	<ul style="list-style-type: none"> • Amazon Hub, 620 Ninth Avenue (The Dangler Guys), Industrial Use • Capital Improvement Plans • DIY Skate Park and Recreational Area
April 6, 2021	<ul style="list-style-type: none"> • Cancelled
May 4, 2021	<ul style="list-style-type: none"> • Duane Walters Memorial Scholarship Presentation • Appoint Officers • Mobile Food Truck Request • Park Request for Service Agencies • Marihuana Dispensaries • Rules for Day Docking
June 1, 2021	<ul style="list-style-type: none"> • TNT Fireworks, 621 East Lake Street, Special Use Permit • Tawaste, Special Event Application • Tawas Area Ministerial Association, Special Event Application • Zoning Ordinance Update

4. Master Plan Review

The Tawas City Master Plan was updated in December 2018. Due to the Covid-19 pandemic and related restrictions, there was not a joint workshop.

5. Zoning Ordinance Amendments

Zoning Ordinance

Section	Amendment/Addition	Status
	None	

Rezoning Requests

Location	Request	Status
	None	

Zoning Board of Appeals

1. Membership

Member	Position	Term Expires
Mary Doak	Chair and Planning Comm. Rep	March 31, 2024
Kim Leet	Vice-Chair	March 31, 2022
Mike Russo	Council Representative	December 31, 2021
Denise Willis	Member	March 31, 2023
Jeff Coon	Member	March 31, 2022

2. Attendance

	Doak	Leet	Russo	Willis	Coon
March 23, 2021	P	P	P	P	P
March 30, 2021	P	A	P	P	A
April 22, 2021	P	P	P	P	P
April 29, 2021	P	P	P	P	P

3. Meetings

Zoning Board of Appeals meetings are scheduled as needed.

Meeting Date	Agenda Items
March 23, 2021	<ul style="list-style-type: none"> Approve minutes from October 18, 2019 Boneyard BBQ, 646 West Lake Street, to build the parking lot at zero feet from the right-of-way/front line and waive the required screening
March 30, 2021	<ul style="list-style-type: none"> Approve minutes from March 23, 2021 meeting
April 22, 2021	<ul style="list-style-type: none"> Dollar General, 910 West Lake Street, to reduce the number of required parking spaces from 45 to 30
April 29, 2021	<ul style="list-style-type: none"> Approve minutes from April 22, 2021 meeting

Training

The following training opportunities were offered to Planning Commission and Zoning Board of Appeals Members:

- Redevelopment Ready Communities (RRC) online training
 - Ronald Gavenda, Planning Commission Member
- Get on Board – Effective Meetings and Good Governance Three Webinar Sessions (Role and Purpose, Meeting Process, Parliamentary)
 - Michelle Westcott, City Clerk/Treasurer
 - Nicole Jakobi, City Deputy Clerk/Treasurer
 - Mary Doak, Planning Commission & Zoning Board of Appeals member

- Jackie Masich, Councilmember & Planning Commission member
- Jeff Coon, Zoning Board of Appeals member
- Capital Asset and Planning Training
 - Chuck Klenow, Councilmember
 - Ed Nagy, Councilmember

Joint Meetings

No meeting was held due to the Covid-19 pandemic and related restrictions. The purpose of the joint workshop is to bring together the various members of all the boards that guides and make decisions about the future of the City of Tawas City. Discussions cover the projects the city staff has been working on and the highlights of the various capital improvements plans the city has, as well as the strategies and projects identified in the City's Master Plan and Parks and Recreation Plan.

Redevelopment Ready Communities

The Planning Commission is working on updating the Zoning Ordinance to incorporate the best practices of the RRC.

Tawas City EYES Program

In the fall of 2019, Tawas City introduced its Empowering Youth with Engagement Strategies (EYES) Program, which created a nonvoting seat on the Tawas City Planning Commission/Park Board for a high school student. The EYES Program was developed to help us look to the future through the eyes of the future by engaging our youth and receiving their perspectives and opinions regarding the very important decisions the city makes about its future. The family of Duane Walters, former mayor of Tawas City, generously offered a make the program a scholarship program and is offering \$500 to the participants each year.

Cole Katterman was chosen as the second participant in the EYES Program, and he attended his first meeting in November 2020 electronically via Zoom. Due to the Covid-19 pandemic and related restrictions, most meetings were held electronically via Zoom.