

# City of Tawas City Planning Annual Report July 2021 – June 2022

## Planning Commission

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### 1. Membership

Member	Position	Term Expires
Mary Doak	Chair	March 31, 2024
Robert (Butch) Short	Secretary (July – Dec)	March 31, 2023
Kenneth Cook	Commissioner	March 31, 2024
George Botos	Commissioner	March 31, 2024
Tracy Stevelinck	Secretary (Jan-June)	March 31, 2022
Ronald Gavenda	Commissioner	March 31, 2023
Jackie Masich	Vice Chair & Council Representative	December 31, 2022
Jeff Bower	Commissioner (Jan-June)	March 31, 2023
Colleen Kubusiak	EYES Participant	May 30, 2022

### 2. Attendance

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

P = present A = absent C = meeting cancelled (Short Resigned 12/31/21)

### 3. Meetings

Planning Commission meetings are typically held on the first Tuesday of each month at 7:00 pm.

Meeting Date	Agenda Items
July 13, 2021	<ul style="list-style-type: none"> <li>• New Construction, Commercial – Taco Bell</li> <li>• Anchor Park Building</li> </ul>
August 3, 2021	<ul style="list-style-type: none"> <li>• Anchor Park Building Lease – Veteran Services</li> <li>• Anchor Park Building Lease – Charlie Horse Enterprises, LLC</li> </ul>
September 14, 2021	<ul style="list-style-type: none"> <li>• Robert Eppert Zoning Request (deleted)</li> <li>• Commercial Addition – 115 E. Lake St. – Tawas Bay Pizza Co.</li> <li>• Special Event Permit – Fall Music Mixer</li> <li>• Commercial Use – 504 W. Lake St. – Farm Bureau Insurance</li> <li>• Tawas City Park and Recreation Survey</li> <li>• Possible Special Event – 3Disciplines Triathlon</li> <li>• Pier Day Docking Regulations</li> </ul>
October 5, 2021	<ul style="list-style-type: none"> <li>• CANCELLED</li> </ul>
November 2, 2021	<ul style="list-style-type: none"> <li>• Commercial Use – 1199 W. Lake St. – Captivating Concrete Creations</li> <li>• Plien Air Event (Tawas Bay Artists)</li> <li>• Rhapsody Musical Play Structures (Quota Club)</li> </ul>
December 7, 2021	<ul style="list-style-type: none"> <li>• Commercial Use – 1131 W. Lake St. – Bogey’s Indoor Golf</li> </ul>
January 4, 2022	<ul style="list-style-type: none"> <li>• CANCELLED</li> </ul>
February 1, 2022	<ul style="list-style-type: none"> <li>• Commercial Use – 950 W. Lake St. – Kola Farms</li> </ul>
March 1, 2022	<ul style="list-style-type: none"> <li>• CANCELLED</li> </ul>
April 5, 2022	<ul style="list-style-type: none"> <li>• Rules for Day Docking</li> <li>• Special Event Permit – Summerfest in Shoreline Park and Town Square</li> <li>• Commercial Use – 646 W. Lake St. – Main Street Pizza &amp; BBQ</li> <li>• Zoning Ordinance Update</li> <li>• Appoint Officers</li> </ul>
May 6, 2022	<ul style="list-style-type: none"> <li>• Duane Walters Memorial Scholarship Presentation</li> <li>• Special Event Application – Cardio Drumming</li> <li>• Zoning Ordinance Draft</li> <li>• Zoning Map Draft</li> </ul>
June 7, 2022	<ul style="list-style-type: none"> <li>• Parks and Recreation Survey</li> <li>• Draft Parks and Recreation Plan Projects</li> <li>• Special Land Use Application – Yellow Box Fireworks LLC</li> <li>• Special Event Application – Northeast Michigan Regional Farm Market</li> <li>• Commercial Use Permit – 444 W. Lake St. – Tawas Axe N Lanes</li> <li>• Playground Equipment</li> <li>• Eyes Participant</li> </ul>

### 4. Master Plan Review

The Tawas City Master Plan was updated in December 2018 and reviewed on January 10, 2022 at the Planning Commission, Zoning Board of Appeals, Downtown Development Authority and City Council joint meeting.

## 5. Zoning Ordinance Amendments

### Zoning Ordinance

Section	Amendment/Addition	Status
	None	

### Rezoning Requests

Location	Request	Status
	None	

## Zoning Board of Appeals

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### 1. Membership

Member	Position	Term Expires
Mary Doak	Chair and Planning Comm. Rep	3/31/2024
Kim Leet	Vice-Chair	3/31/2022
Mike Russo	Council Representative	12/31/2022
Denise Willis	Member (July-June)	3/31/2023
Jeff Coon	Member (July-March)	3/31/2022

### 2. Attendance

	Doak	Leet	Russo	Willis	Coon
September 15, 2021	P	A	P	P	A
September 21, 2021	P	A	P	P	A

P = present A = absent C = meeting cancelled (Coon Resigned 3/31/22, Willis Resigned 6/30/22)

### 3. Meetings

Zoning Board of Appeals meetings are scheduled as needed.

Meeting Date	Agenda Items
September 15, 2021	<ul style="list-style-type: none"> <li>Approve Minutes from April 20, 2021</li> <li>707 W. Lake St. – Setback of an Accessory Structure</li> </ul>
September 21, 2021	<ul style="list-style-type: none"> <li>Approve Minutes from September 15, 2021</li> <li></li> <li></li> </ul>

## **Training**

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

- Redevelopment Ready Communities (RRC) online training
  - All Planning Commission Member were offered training
- Fiscally Ready Communities - Capital Asset and Planning Training
  - Chuck Klenow, Councilmember

## **Joint Meetings**

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The Tawas City Council, Planning Commission, Zoning Board of Appeals and Downtown Development Authority members were invited to attend a joint meeting on January 10, 2022. The purpose of the joint workshop is to bring together the various members of all the boards that guide and make decisions about the future of the City of Tawas City. Discussions covered 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**

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The Planning Commission is working on updating the zoning ordinance to incorporate the best practices of the RRC.

## **Tawas City EYES Program**

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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 to make the program a scholarship program and is offering \$500 to the participant.

Colleen Kubusiak was chosen as the third participant in the EYES Program, and she attended her first meeting in September 2021.