

City of Tawas City Planning Annual Report January 1, 2024 – December 31, 2024

Planning Commission

1. Membership

Member	Position	Term Expires
Jeff Bower	Commissioner	March 31, 2026
Kenneth Cook	Commissioner (Nullified 1/16/2024)	March 31, 2027
Mary Doak	Chair	March 31, 2027
Fred Frye	Commissioner (Began Feb 2024) (Resigned 7/9/2024)	March 31, 2027
Brad Huebel	Commissioner (Began Sept 2024)	March 31, 2027
Ronald Gavenda	Commissioner	March 31, 2026
Tyler Leslie	Commissioner (Began Jan 2024)	March 31, 2025
Tyler Leslie	Vice Chair (Began Dec 2024)	March 31, 2025
Jackie Masich	Vice Chair	December 11, 2024
Jackie Masich	Council Representative	December 31, 2024
Tracy Stevelinck	Secretary	March 31, 2025
Darrin Wilson	Commissioner (Nullified 1/16/2024)	March 31, 2025
McKenzie Nunn	EYES Participant	May 30, 2025

2. Attendance

	Bower	Cook	Frye	Doak	Huebel	Gavenda	Leslie	Masich	Nunn	Stevelinck	Wilson
Jan	P	A	-	P	-	P	-	P	P	A	P
Jan	P	-	-	P	-	P	P	P	P	P	-
Feb	P	-	-	P	-	A	P	P	P	P	-
Mar	P	-	P	A	-	P	P	P	P	P	-
Apr	A	-	P	P	-	P	P	P	P	A	-
May	P	-	P	P	-	P	A	P	P	P	-
Jun	P	-	P	A	-	P	A	P	P	P	-
July	A	-	P	P	-	P	A	P	P	P	-
Aug	P	-	-	P	P	P	P	P	P	P	-
Sept	P	-	-	P	P	P	P	P	P	P	-
Oct	P	-	-	P	P	P	A	P	A	P	-
Nov	P	-	-	P	P	P	P	P	P	P	-
Dec	P	-	-	P	P	P	A	P	P	A	-

P = present A = absent C = meeting cancelled

3. Meetings

Planning Commission meetings are typically held on the first Tuesday of each month at 6:00 pm.

Meeting Date	Agenda Items
January 16, 2024	<ul style="list-style-type: none"> • Legacy Walk • Shoreline Summer Series • Commercial Use – Polished – 442 W Lake St • Master Plan – Review Chapters • Appointment Nullifications
January 23, 2024	<ul style="list-style-type: none"> • Public Participation Plan (<i>RRC Requirement</i>) • Training Strategy (<i>RRC Requirement</i>) • Master Plan Implementation Strategies (<i>RRC Requirement</i>) • Parks and Recreation Plan Projects • Capital Improvements Plans (<i>RRC Requirement</i>) • Planning Annual Report (<i>RRC Requirement</i>) • Other Updates
February 6, 2024	<ul style="list-style-type: none"> • Public Hearing – STR – 206 Ninth Ave • Special Use – STR – 206 Ninth Ave • Commercial Use – B Trendy Boutique, LLC – 402 W Lake St, Unit 9 ½ • Expansion to Musical Playground (Quota Club)
March 5, 2024	<ul style="list-style-type: none"> • Commercial Use – Far Bureau Insurance – 432 W Lake St • Proposed Zoning Amendment
April 2, 2024	<ul style="list-style-type: none"> • Public Hearing – STR – 201 Sixth Ave • Special Use – STR – 201 Sixth Ave • Special Event Application – Blacktop 4v4 Tourney • Appoint Officers • Master Plan
May 7, 2024	<ul style="list-style-type: none"> • Duane Walters Memorial Scholarship Presentation • Special Event Application – Tawas Wellness Warriors Inc Yoga and Cardio Drumming • New Construction – Commercial Use – Multi Tenant
June 4, 2024	<ul style="list-style-type: none"> • New Construction – Commercial Use – Dollar General – 1138 W Lake • Mixed Use – Commercial/Residential – 125 Birch St • Shoreline Park Electronic Message Sign/Gateway Park Banner Display
July 2, 2024	<ul style="list-style-type: none"> • Public Hearing – Master Plan Update • Shoreline Park Electronic Message Sign/Gateway Park Banner Display • Resolution of Adoption – Tawas City Master Plan • Commercial Use – Neighborhood Lending – 402 W. Lake St. • Commercial Use – Walmart Restriping & Picking Area Modifications- 621 E. Lake St.
August 13, 2024	<ul style="list-style-type: none"> • Public Hearing – STR – 629 W. Lake • Shoreline Park Electronic Message Sign/Gateway Park Banner Display • Special Use – Short Term Rental – 629 W. Lake St. • Retail Sales in City Parks
September 10, 2024	<ul style="list-style-type: none"> • Public Hearing – STR – 1010 Harris Ave

October 1, 2024	<ul style="list-style-type: none"> • Shoreline Park Electronic Message Sign/Gateway Park Banner Display • Special Use – Short Term Rental – 1010 Harris Ave • Community Garden Proposal
November 12, 2024	<ul style="list-style-type: none"> • Community Garden • Public Hearing – Special Land Use – 1047 Bay Dr. • Special Land Use- 1047 Bay Dr. • Sign Permit – Quota Club – Shoreline Park • Michigan Baseball Congress • Closed Session – Property Purchase
December 3, 2024	<ul style="list-style-type: none"> • Appoint Vice-Chair • Adult Baseball League • Commercial Land Use – 1111 W. Lake St. • 2025 Meeting Dates

4. Master Plan Review

The Tawas City Master Plan was updated in July 2024 and will be reviewed at the January 2025 Annual Planning Commission, Zoning Board of Appeals, Downtown Development Authority and City Council joint meeting. The 2024-2028 Tawas City Master Plan was adopted on July 15, 2024.

5. Zoning Ordinance Amendments

Zoning Ordinance

Section	Amendment/Addition	Status
4.11	To add Auto Washes as a Permitted use to the B-1 District	Public Hearing: April 2, 2024 First Reading: April 1, 2024 Adopted: April 15, 2024 Published: April 24, 2024 Effective: May 4, 2024

Rezoning Requests

Location	Request	Status
	None	

Zoning Board of Appeals

1. Membership

Member	Position	Term Expires
Mary Doak	Chair and Planning Comm. Rep	3/31/2027

Kim Leet
 Charles Klenow
 Michael Timreck
 Vacant
 Vacant

Vice-Chair	3/31/2025
Council Representative	12/31/2024
Member (Resigned July 2024)	3/31/2026
Member	3/31/2026
Member	3/31/2025

2. Attendance

	Doak	Leet	Timreck	Klenow

P = present A = absent C = meeting cancelled

3. Meetings

Zoning Board of Appeals meetings are scheduled as needed.

Meeting Date	Agenda Items
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Training

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

- Redevelopment Ready Communities (RRC) online training
 - All Planning Commission Member were offered training
- Fiscally Ready Communities – Managing Internal Controls
 - All City Council, Planning Commission and Zoning Board of Appeals Members were offered training
- Fiscally Ready Communities – Budgeting for Fiscal Sustainability
 - All City Council, Planning Commission, Zoning Board of Appeals Members, and City administration were offered training
- Fiscally Ready Communities – Capital Asset Management Planning
 - All City Council, Planning Commission, Zoning Board of Appeals Members, and City administration were offered training
- Fiscally Ready Communities – Financial Best Practices Overview
 - All City Council, Planning Commission, Zoning Board of Appeals Members, and City administration were offered training
- Zoning Board of Appeals Online Certification Course
 - All City Council, Planning Commission, Zoning Board of Appeals Members, and City administration were offered training

Joint Meetings

The Tawas City Council, Planning Commission, Zoning Board of Appeals and Downtown Development Authority members were invited to attend a joint meeting on January 23, 2024. 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

The City of Tawas City officially achieved the Essentials designation as a Redevelopment Ready Community February 3, 2023 as the 12th community to reach Essential Designation. The City has worked hard to align its policies, practices, plans, and processes with the RRC Best Practices Essentials path in order to achieve the established community vision.

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 to make the program a scholarship program and is offering \$500 to the participant. Beginning in 2025, the Duane Walters Memorial Scholarship will increase to \$1000.

McKenzie Nunn was chosen as the fifth and sixth participant in the EYES Program, and she attended her first meeting on September 12, 2023. McKenzie will serve until May of 2025.