

City of Tawas City
Planning Annual Report
January 1, 2025 – December 31, 2025

Planning Commission

1. Membership

Member	Position	Term Expires
Jeff Bower	Commissioner	March 31, 2026
Mary Doak	Chair	March 31, 2027
Brad Huebel	Commissioner (January – May)	March 31, 2027
Ronald Gavenda	Commissioner	March 31, 2026
Chuck Klenow	Council Representative	December 31, 2026
Tyler Leslie	Vice Chair	March 31, 2028
Tracy Stevelinck	Secretary	March 31, 2028
McKenzie Nunn	EYES Participant (January – May)	May 30, 2025
Olivia Wight - McMurray	EYES Participant (Began Sept. 2025)	May 30, 2026
Jill VanDriessche	Commissioner (Began Dec. 2025)	March 31, 2027

2. Attendance

	Bower	Doak	Huebel	Gavenda	Klenow	Leslie	Stevelinck	Nunn	McMurray	VanDriessche
Jan	P	P	P	P	P	P	P	P	-	-
Jan	P	P	P	P	P	P	P	A	-	-
Feb	A	P	P	A	P	P	P	P	-	-
Mar	P	P	P	P	P	P	P	P	-	-
Apr	P	P	A	P	P	P	P	P	-	-
Apr	P	P	A	P	P	P	P	P	-	-
May	P	P	P	P	P	P	P	P	-	-
Jun	P	P	A	P	P	P	P	-	-	-
July	P	P	A	P	A	P	P	-	-	-
Aug	A	P	A	P	P	P	P	-	-	-
Sept	P	P	-	P	P	P	P	-	P	-
Oct	P	P	-	P	P	P	P	-	P	-
Nov	P	P	-	P	P	A	P	-	A	-
Dec	P	A	-	P	A	P	P	-	P	P

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 7, 2025	<ul style="list-style-type: none">• Commercial Use – Tim Knapp State Farm Insurance – 125 E Lake St• Public Participation Plan
January 13, 2025	<ul style="list-style-type: none">• How your decisions have impacted Tawas City
February 4, 2025	<ul style="list-style-type: none">• Planning Annual Report (RRC Requirement)• County Recycling Site
March 4, 2025	<ul style="list-style-type: none">• Special Land Use – 1047 Bay Dr.• Commercial Use – Tawas Bay Pizza Co. – 115 E Lake St• Commercial Use – Auto Wash – 1160 W. Lake St• Special Event Application – Shoreline Summer Series Concert
April 1, 2025	<ul style="list-style-type: none">• Special Land Use – Child Care Home, Family – 420 North First Avenue• Special Event Application – Katie Smith Cardio Drumming• Commercial Use Permit – Bookish, LLC• Appoint Officers
April 10, 2025	<ul style="list-style-type: none">• Conditional Rezoning – Performing Arts Studio – 429 Mathews Street
May 6, 2025	<ul style="list-style-type: none">• Short Term Rental – 202 East North Street
June 3, 2025	<ul style="list-style-type: none">• Commercial Use Permit – Lash Amor, LLC – 504 W. Lake Street• Rehearing – 1047 Bay Drive• Special Land Use – Additions – Bayview Resort – 1047 Bay Dr.• New Construction – Commercial – Auto Wash M-55• Commercial – Dollar Tree – 211 E. Lake St.• EYES Participants Recommendations
July 1, 2025	<ul style="list-style-type: none">• Commercial – New Business – Pro-Health Medical, 438 W. Lake St.• Commercial – New Business – Sunrise Event Services, 912 W. Lake St
August 5, 2025	<ul style="list-style-type: none">• Short Term Rental – 1010 W. First Street• Commercial Use Permit – Malicoat Law, PLC – 402 West Lake St.• Survey of Bayview Resort – 1047 Bay Drive
September 9, 2025	<ul style="list-style-type: none">• Short Term Rental – 950 West Lake Street• Commercial Use – 1131 Lake Street• Review Section 3.09 Accessory Building Maximum Square Footage
October 8, 2025	<ul style="list-style-type: none">• Tawas Area Rotary• Review Section 3.09 Accessory Building Maximum Square Footage
November 4, 2025	<ul style="list-style-type: none">• Zoning Amendment – 1132 West Lake Street – Tawas Canvas LLC• Special Event Application – Santa on the Shoreline -Tawas Business Association/City of Tawas City• Review Section 3.09 Accessory Building Maximum Square Footage• Proposed Zoning Amendment for Workforce Housing
December 2, 2025	<ul style="list-style-type: none">• Zoning Amendment – Fifth Street – Blocks 44, 55, 56• Horvath Towers – Sixth Street Cell Tower• Amendment of Ordinance 337, Section 3.12 Temporary Buildings• Pickleball Courts• Article 4, District Regulations, Section 4.09, Waterfront District, C. Development Standards, 2c. Waterfront Yard f the Zoning Ordinance.• 2026 Meeting Dates

4. Master Plan Review

The Tawas City Master Plan was updated in July 2024 and was 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
4.02	Amendment of Zoning Map - Conditional Rezone from R-1 to B-2 allow use of only a performing arts studio *429 Mathews Street	Public Hearing: April 10, 2025 First Reading: April 28, 2025 Adopted: May 5, 2025 Published: May 14, 2025 Effective: May 24, 2025
4.02	Amendment of Zoning Map – Rezone from B-1, Local Business District, to B-3, General Business District *1132 West Lake Street	Public Hearing: November 4, 2025 First Reading: November 3, 2025 Adopted: November 17, 2025 Published: November 26, 2025 Effective: December 6, 2025
3.12	Amendment of Ordinance 337, Section 3.12 Temporary Buildings	Public Hearing: December 2, 2025 First Reading: December 1, 2025 Adopted: December 15, 2025 Published: December 24, 2025 Effective: January 4, 2026
4.02	Rezone from the Planned Unit Development (PUD) to the R-1 Single-Family Residential District *Fifth Street – Block 44, 55, 56	Public Hearing: December 2, 2025 First Reading: December 1, 2025 Adopted: December 15, 2025 Published: December 24, 2025 Effective Date: January 4, 2026

Rezoning Requests

Meeting Date	Location	Request	Status
April 10, 2025	132-011-022-004-00 132-011-022-005-00	Conditional Rezone from R-1 to B-2 allow use of only a performing arts studio 429 Mathews Street	Public Hearing: April 10, 2025 First Reading: April 28, 2025 Adopted: May 5, 2025 Published: May 14, 2025 Effective: May 24, 2025
November 4, 2025	130-036-300-014-00	Rezone from B-1, Local Business to B-3, General Business District 1132 West Lake Street	Public Hearing: November 4, 2025 First Reading: November 3, 2025 Adopted: November 17, 2025 Published: November 26, 2025 Effective: December 6, 2025
December 2, 2025	132-011-044-001-00 132-011-044-014-00 132-011-055-000-00 132-011-056-000-00	Rezone from the Planned Unit Development (PUD) to the R-1 Single-Family Residential District Fifth Street – Block 44, 55, 56	Public Hearing: December 2, 2025 First Reading: December 1, 2025 Adopted: December 15, 2025 Published: December 24, 2025 Effective Date: January 4, 2026

Zoning Board of Appeals

1. Membership

Member	Position	Term Expires
Mary Doak	Chair and Planning Comm. Rep	3/31/2027
Kim Leet	Vice-Chair	3/31/2028
Ed Nagy	Council Representative	12/31/2026
Butch Short	Member (Began March 2025)	3/31/2028
Vacant	Member	3/31/2026

2. Attendance

	Doak	Leet	Nagy	Short (appt. 3-2025)
January 13, 2025- Joint	P	A	P	-
February 26, 2025	P	P	P	-
February 28, 2025	P	P	P	-
August 11, 2025	P	A	P	P
September 8, 2025	P	P	P	P
November 10, 2025	P	P	P	A
November 17, 2025	P	P	P	P
November 24, 2025	A	P	P	P
December 03, 2025	A	P	P	P

P = present A = absent C = meeting cancelled

3. Meetings

Zoning Board of Appeals meetings are scheduled as needed.

Meeting Date	Agenda Items
02/26/2025	<ul style="list-style-type: none">• Approve Minutes from December 6, 2022, meeting.• Public Hearing – 1111 W. Lake St. Variance request.• 1111 W. Lake St. – Setbacks for an addition to the existing building.
02/28/2025	<ul style="list-style-type: none">• Approve Minutes from February 26, 2025, meeting.
08/11/2025	<ul style="list-style-type: none">• Approve Minutes from February 28, 2025, meeting.• Public Hearing – 1006 Margo St. - variance request.• 1006 Margo St. – 30'x50' garage with 10" lean-to.
09/08/2025	<ul style="list-style-type: none">• Approve Minutes from August 11, 2025, meeting.• Public Hearing - Interpretation of Article 4, District Regulations, Section 4.09, Waterfront District, C. Development Standards, 2c. Waterfront Yard of the Zoning Ordinance.• Interpretation of Article 4, District Regulations, Section 4.09, Waterfront District, C. Development Standards, 2c. Waterfront Yard of the Zoning Ordinance.
11/10/2025	<ul style="list-style-type: none">• Approve Minutes from September 8, 2025, meeting.• Public Hearing – 1047 Bay Drive - variance request for addition of 12 feet to the building on the southwest side of the lot and 24 feet to the building on the northeast side of the lot.• 1047 Bay Drive – variance request for addition of 12 feet to the building on the southwest side of the lot and 24 feet to the building on the northeast side of the lot.
11/17/2025	<ul style="list-style-type: none">• Approve Minutes from November 10, 2025, meeting.• Public Hearing – Variance request for 603 Oak Street – 28' x 48' garage with a 12' lean-to.• 603 Oak Street – 28' x 48' garage with a 12' lean-to.
11/24/2025	<ul style="list-style-type: none">• Approve Minutes from November 17, 2025, meeting.• Unfinished business – 1006 Margo Street – Variance request 30' x 50' garage with 10' lean-to.
12/03/2025	<ul style="list-style-type: none">• Approve Minutes from November 24, 2025, meeting.

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 13, 2025. 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 highlights of the recent projects from the various capital improvement plans the City has.

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 increased to \$1000.

Olivia Wight-McMurray was chosen as the seventh participant in the EYES Program, and she attended her first meeting on Tuesday September 9, 2025. Olivia will serve until May of 2026.