



# VILLAGE OF MAYVILLE

## Planning Commission 2020 End of the Year Report





Village of Mayville  
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## Mayville Planning Commission Annual Report 2020

|                                      |           |
|--------------------------------------|-----------|
| Bruce McGhee                         | exp. 2022 |
| Cecilia Kapcia, Chairman             | exp. 2021 |
| Judy Chesney, Secretary              | exp. 2020 |
| Randy Valentine, Vice Chairman       | exp. 2020 |
| Kelly Torrey                         | exp. 2022 |
| Steve Charette, Zoning Administrator |           |

The Mayville Planning Commission met 19 times for voting and 19 times for working on things, plus 1 miscellaneous Special Public meetings. This meets the requirements of the MPEA.

### Master Plan Review

There is a new draft of the Master Plan online passed November 04, 2020 and submitted to C. Germain. Final 2021 Village of Mayville Master Plan passed Planning Commission December 16, 2020.

### Zoning Ordinance Amendments

There are completely new village ordinances online written by K. McIntyre, CIB Director and passed Planning Commission October 07, 2020 and Village Council October 27th 2020.

### Development Reviews

| Project Action   | Location | Description | Status        | Rec.of Council | Date of Action |
|--|----------|-------------|---------------|----------------|----------------|
| Northern Log Homes<br>(the owner rebuilt and expanded after a fire.) | M-24     | new build   | Not completed | NA             | Fall of 2019   |

### Variances

| Project type | Location | Description | Status | Recommendation to legislative body | Date of Action |
|--------------|----------|-------------|--------|------------------------------------|----------------|
| None         | -----    | -----       | -----  | -----                              | -----          |

### Actions by Legislative Body

January - Went over the Master Plan and worked on the (5) items RRC wanted us to fix.  
 Master Plan RRC Review Results

**Item #1,** The master plan reflects the community's desired direction for the future. Recommendation: None

**Item #2.** The master plan identifies strategies for priority redevelopment areas. Recommendation: RRC recommends that the village include a specific section on priority redevelopment areas as part of the future land use section or as its own chapter.  
**We identified development ready and we will make bullet points for this item.**

**Item #3.** The master plan addresses land use and infrastructure, including complete streets. Recommendation: The village should add content related to non-motorized transportation including sidewalks and biking. The transportation section should be pulled out of the economic development chapter to be its own section. **On this item, B. & R. Valentine will work on this item.**

**Item #4** The master plan includes a zoning plan. Recommendation: In the future and use section, add an actual zoning plan coordinating how the future land use categories translate to actual zoning designations. **Working on this item.**

**Item #5,** The master plan incorporates recommendations for implementation, including goals, actions, timelines and responsible parties. Recommendation: None

**Item #6.** Progress on the master plan is annually reported to the governing body. Recommendation: Make a slight update to the performance measurements to include a task for annually reporting on master plan progress. **We are adding**

**B. McGhee's paragraph on page 45 of the Master Plan.**

**Item #7.** The master plan is available online. Recommendation: Ensure the adopted master plan is available online. Done.

**February** -. Worked on Master Plan in the Future Land use section. Went through the Technical Zoning Review from Kelly McIntyre, Director of Planning from CIB (Community Image Builders) She is going to reorganize our ordinances.

**March** - We discussed the (7) items to fix on our Master Plan from an email from C. Germain dated 01-06-2020.

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**April** - No meeting because of Covid-19.

**May** - No meeting because of Covid-19.

**June** -Had an Administrative Review not a Site Plan Review for Fisher Senior Care & Rehab. Discussed Phase 1 and Phase 2 plans for Fisher Senior Care & Rehab Center. Updated our zoning permit to specifically mention fences and pools.

**July** - B. McGhee wrote a letter to put in the water bill to remind residents to get permits. Kelly McIntyre, CIB Director, Carmine Avantini CIB Training are expected. Kelly McIntyre didn't just restructure our zoning book, she rewrote our ordinances and restructured.

**August** - Discussed Midland Master Plan. Discussed Catastrophic Ordinances.

**September** - Discussed and compared our on-line zoning ordinances with the ones submitted by Kelly McIntyre, CIB Director. Our NEW draft of the Village of Mayville Master Plan was emailed out to the Planning Commission. Planning Chairman C. Karcia had a zoom call with K. McIntyre regarding the Future Land use section and tweaking of our ordinances. Discussed that catastrophic should not be in our ordinances, not even a definition.

**October** - Held a Public Hearing for the Village of Mayville Zoning map full view and the Village of Mayville Wet Land Map and to accept the Zoning Book as presented.

Voted in the Ordinances written by Kelly McIntyre, CIB Director. Voted in the zoning map full view and the wetland map to include in our zoning book.

Discussed the email from C. Germain, MEDC Redevelopment Ready Communities Senior Planner dated September 29, 2020.

Expectation 1: The master plan reflects the community's desired direction for the future. Recommendation: None

Expectation 2: The master plan identifies strategies for priority redevelopment areas. Recommendation: RRC recommends that the village include a specific section on priority redevelopment areas as part of the future land use section or as its own chapter. B. McGhee is going to write something up for this.

Expectation 3: The master plan addresses land use and infrastructure, including complete streets. Recommendation: Add content related to non-motorized transportation including sidewalks and biking. Done

Expectation 4: The master plan includes a zoning plan. Recommendation: In the future land use section, add an actual zoning plan coordinating how the future land use categories translate to actual zoning designations. Done

**November** - Submitted Master Plan to C. Germain. Discussed the Eagles Club and the variance they wanted but it isn't a variance they need it is a General Review of expansion Plan or a Site Plan Review instead. Steve Charette is our new Zoning Administrator.

**December** - Changed the Future Land Use map (FLU) and we created a FLU chart in the Master Plan.

Sending the Master Plan to council and our next step is getting public comments.

K. Torrey moved supported by J. Chesney to approve the proposed 2021 Village of Mayville Master Plan.

Roll vote, B. McGhee-yes, C. Karcia-yes, K. Torrey-yes, J. Chesney-yes, R. Valentine-yes.

## Zoning Map

Added an Economic Development Zone (EDZ)

## Trainings

### Short summaries from the commissioners

Michigan Municipal League Elected Officials Academy Core Weekender 2/28 - 2/29/20

I attended the core weekender training facilitated by MMI. The food was good, as well as the facility, and there was a good atmosphere in Frankenmuth. There were newly elected officials from all over the state. Kalamazoo, Marquette, Saugatuck, Allen Park and all other points. Although I was the only Planning Commission member, I was told by MML staff that I was in the right place, and the curriculum centered around a lot of planning issues in finance, leadership and decorum in municipal government. Instructors were mostly extensively experienced and professional municipal planners. People from all over the state in the same room was a good illustration that Michigan is made up of many micro cultures.

I did learn a lot about resources for planning in local government, and found out a lot about what's going on in city and village governments around Michigan. One alarming thing that the public is not generally aware of is that the state has been diverting money from municipalities at an alarming rate since 2002. I found out Since that time, \$619,000.00 of tax revenue due the Village of Mayville has been appropriated by the state, and at an average of about \$56,000.00 annually since 2013. I learned about a movement to begin to reverse this situation called saveMIcity. I think the Village should consider a higher level of involvement in that statewide effort.

In networking, I found there were some interesting things other local governments are doing. Some were interested in dissolving their DDA's like we did and were seeking avenues to that goal. I also got the impression that we are more over protective about some things than other administrations, and that we are a little more lax about following the rules in other areas. My impression is that these things give us an edge at times while also giving some handicaps in others. All in all, a good training and I think well worth the time and expense.

Respectfully Submitted Bruce McGhee

Discussed Planning Essentials training March 11, 2020 in Frankenmuth, attended by C. Kapcia and J. Chesney, the following are their reports.

This conference was set-up in the three following parts:

Part 1 – Master Planning

The Zoning Ordinances

Part 2 – The Planning Commission and Zoning Board of Appeals

Making Effective Decisions

Part 3 – The Zoning Board of Appeals

Appeals

Interpretations

Variance Requests

Nonconformities

Voting Requirements

As planning members we need to make decisions based on common good and individual demands. This conference was loaded with information and is an excellent fundamental first program for any planning member. Submitted by C. Kapcia

I learned a lot, too much to recite. Here is a tid bit. MAP (Michigan Association of Planning) suggests using the term 'zoning agreement; to avoid confusion with contract or conditional zoning, and to clearly distinguish what is authorized by the Zoning Act. Submitted by J. Chesney

MSU – Citizen Planner Program – Cecilia Kapcia – December 15, 2020

This is a self-paced, interactive online activity driven citizen planner program. It is for local officials that have a responsibility to help their community manage the impacts of economic change and be part of the solutions their community faces. The Citizen Planner Program empowers local officials to shape the future of their community by providing them with the tools and education they need to lead.

This program covers the fundamentals of planning and zoning and best practices in the areas of community and economic development.

## **Joint Meetings with Village Council**

Our joint meetings for the years are based on our fiscal year which is April 1st to March 31st. We are meeting in January 2021.

Submitted by

Judy Chesney,

Village of Mayville Michigan

Planning Commission Secretary

| Checklist to Implement Planning Commission Initiatives  | Now   | Near Future              | Short Term               | Progress                |
|---|---|--------------------------|--------------------------|-------------------------|
|   | 2021 - 2022   | Completed by end of 2024 | Completed by end of 2026 |                         |
| <b>Downtown/EDZ</b><br>Continue actively seeking funds for beautification projects, including streetscape improvements and building façade programs. Continuing sponsoring events and growth and development of business opportunities. (See Chap. 4) | In Progress   | Façade Programs          | On going                 | Continue                |
| <b>Development Ready</b><br>Continue to identify areas for potential development and seek opportunities for growth. (See Chap. 9 & Chap. 10)  | Outdated & Deteriorated Decorations                   | Continue per Plan        | On going                 | As Opportunity Presents |
| <b>Central Business District</b><br>Continue pursuing grants and funding for the Central Business District and applicable projects. (See Chap. 8)   | Grant Progresses by Fall '21                          | N/A                      | N/A                      | Continue                |
| <b>Local Commercial</b><br>Continue to identify changes as they occur. (chap. 5)  | On Going Storefront Restoration & New Businesses      | N/A                      | N/A                      | Continue                |
| <b>Industrial District</b><br>Continue efforts to increase the capacity for industrial growth (See Potential Intensity Change Areas, Chap. 4)   | Continue Negotiations with Utilities & New Industry   | N/A                      | N/A                      | Continue                |
| <b>Parks and Public Services</b><br>Continue to explore revenue generating projects, including park expansion that will lay a foundation for future business growth in the Village. (See Chap. 4 & 7)   | Continue Improvements per Budget                      | N/A                      | As Identified            | Continue                |
| <b>Nonconforming</b><br>Continue pursuit of objectives of the future land use plan to prevent, reduce, or eliminate incompatible land. (See Chap. 5)  | Continue Planning as opportunity Presents             | N/A                      | N/A                      | Continue                |
| <b>Multi Family</b><br>No changes to the current process outlined throughout plan.  | Continue Planning as opportunity Presents<br>Continue | N/A                      | N/A                      | Continue                |
| <b>Single Family</b><br>No changes to the current process outlined throughout plan.   | Planning as opportunity Presents<br>Continue          | N/A                      | N/A                      | Continue                |
| <b>Parking</b><br>Continue with current zoning regulations and process.   | Planning as opportunity Presents                      | N/A                      | N/A                      | Continue                |