

# Planning Commission 2020 Annual Planning Report and 2021 Work Plan to Village Council

Village of Lake Orion, MI

The Commission's Annual Report is intended to serve as a planning document that outlines the work plan for the next fiscal year, and is a communication tool to share recent achievements and plans for future goals to the community.

## INTRODUCTION AND PURPOSE

As required per the Michigan Planning Enabling Act (MPEA) Act 33 of 2008, as amended, the Planning Commission shall submit a report of its 2020 activities.

*"A planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development."*

In addition to fulfilling this requirement, the Annual Report and Work Plan increases information-sharing between staff, boards, commissions and the governing body and allows for the anticipation of upcoming priorities, in order to prepare and budget.

## MEMBERSHIP

We thank the following Commission members for their time commitment and good work:

- James E. Zsenyuk, Chairperson
- James F. Cummins, Vice-Chair
- Henry Lorant, Secretary
- Kenneth Van Portfliet, President
- Michael Lamb, Council Member
- Robert Reighard
- Edward Sabol
- Nick (Stephen) Smith
- Joseph Young, Administrative Official

## MEETINGS

The Lake Orion Planning Commission met five (5) times in 2020. This meets the requirements of the MPEA, which requires a minimum of four (4) meetings annually.

1. Monday, February 3, 2020
2. Monday, March 2, 2020
3. Monday, June 1, 2020
4. Tuesday, September 1, 2020
5. Tuesday, December 8, 2020 (*joint meeting with the Planning Commission, Board of Zoning Appeals, Downtown Development Authority, and the Village Council*)



# 2020 in Review

The following tables outline the various development reviews (site plan, special land use, etc.), variances, map amendments (rezoning's), and a summary of permits that were considered by the Village in 2020.

## VARIANCES

Project Type	Location / Address	Description	Status	Recommendation to Legislative Body	Date
Dimensional Variance	512 Longpointe	Front yard and waterfront yard setback and build height variances for a single-family dwelling	Denied	N/A	April, 2020
Dimensional Variance	NW Corner of Shadbolt and Washington	Front yard, side yard and side street setback variances for a single-family dwelling	Approved, with conditions	N/A	May, 2020
Dimensional Variance	559 Central Drive	Building height, street and lake front yard setbacks, side yard setback and total lot coverage variances for a single-family dwelling	Approved	N/A	June, 2020
Dimensional Variance	315 Lake Street	Rear yard setback for a single-family dwelling	Approved	N/A	July, 2020
Dimensional Variance	628 Buena Vista	Side yard setbacks for a single-family dwelling	Approved	N/A	Sept., 2020

## DEVELOPMENT REVIEWS

Project Type	Location	Description	Status	Recommendation to Legislative Body	Date
Site Plan	120 S. Broadway	Public art mural installation	Approved	N/A	March, 2020
Site Plan	120 S. Broadway	Permanent outdoor dining area	Approved	Yes	June, 2020

## ZONING MAP AND ZONING ORDINANCE AMENDMENTS

No rezoning or text amendments to the Zoning Ordinance were made in 2020 although several text amendments were discussed, including bicycle parking, downtown parking requirements and multiple family regulations.

## PERMIT SUMMARY

Permit Type	Description	Total Number, in 2020
Building Permits	New builds, renovations, additions, etc.	36
Fence Permits	Privacy fences, decorative fences, etc.	8
Right of Way Permits	Gas installations	8
Sign Permits	Commercial signage, temporary signage	7
Other Permits	This permit category includes less frequent requests, including but not limited to: Change of Use, Lot Combinations, and other such compliance permits.	5



*McKenna led training by West Michigan Manager, Chris Khorey, AICP.*

Continual training ensures a culture of highest standards. Potential trainings in the upcoming year, based on goals and priorities may include:

- Zoning Board of Appeals Refresher
- Master Plan Implementation: Next Steps with the Zoning Ordinance

## JOINT MEETINGS

Joint meetings are a best practice. On December 8, 2020 a joint Village Council, Planning Commission, Downtown Development Authority and Zoning Board of Appeals meeting was held regarding the Master Plan update.

In 2021, we recommend the Planning Commission hold at least one joint meeting with Village Council; McKenna is happy to facilitate.

## MONTHLY REPORTS

In an effort to provide transparency and inform the Village Council, Planning Commission, other Boards and Commissions, as well as Village Administration, regarding current planning projects, McKenna prepares a Monthly Planning Services report.

These reports have evolved based on Planning Commission feedback and RRC best practices, and have been successful in communicating the status of planning and zoning projects and permits. McKenna will continue to provide these reports as long as they are useful to the Village.

## TRAININGS

In 2020, McKenna's Planning and Zoning monthly report was updated to include upcoming trainings and seminar offerings that are available through the Michigan Association of Planning (MAP), among others.

It is encouraged that as available, Planning Commission members participate and share their findings / training resources at subsequent public meetings, which is a Redevelopment Ready Communities (RRC) best practice. McKenna's monthly report will continue in 2021 to detail upcoming trainings for the Village.



# Looking Ahead: 2021 Work Plan

In the coming year, the following are additional projects for the Planning Commission to consider:

By preserving what Lake Orion already has, and enhancing those elements that can be improved, the Village can continue to afford residents and visitors with a high-quality place to live, work and play.

## REDEVELOPMENT READY COMMUNITY (RRC)

The Planning Commission, in conjunction with the DDA, should continue working towards RRC certification for the Village of Lake Orion. This process involves working with the Michigan Economic Development Corporation (MEDC) program *“to streamline the development approval process by integrating transparency, predictability, and efficiency into daily development practices”*. With this certification, the State will promote and market up to three Redevelopment Ready Sites for the community. The Planning Commission would be charged to develop a list of incentives for redevelopment, including flexible zoning, market information, DDA Programs and resources, and redevelopment opportunities.

Proactive planning is key to maintaining residential and commercial districts – so that they are sustainable: economically, environmentally, and socially. The RRC process will help provide guidance necessary for retaining and growing existing businesses and recruiting and attracting new business and industry to the Village over the next several years.

## IMPLEMENTING THE MASTER PLAN

The current amendment to the Village’s Master Plan is anticipated to be adopted in the spring of 2021. Following the Plan’s adoption, implementation through the Zoning Map and Zoning Ordinance will be necessary in order to help achieve that vision. Specifically, rezonings to properties such as the Ehman Center may be necessary, as well as the review of the multiple-family residential district and Planned Unit Development (PUD) requirements, so as to permit (and encourage!), the type of development envisioned by the Master Plan and the updated Future Land Use Map.

## PARK AND RECREATION MASTER PLAN

The Village’s current Park and Recreation Master Plan was last updated in 2017, which will expire at the end of this year. To ensure the Village remains eligible for grant funding, we recommend the plan is updated this summer / fall so it can meet the State’s February 1, 2022 deadline.

While the Parks and Recreation Committee is charged with spearheading the Plan’s update, the Plan is also very relevant for this Planning Commission, especially regarding the need for new amenities or additional park / open space and how that may impact future redevelopment efforts.

## **REQUEST FOR ACTION**

A proactive work program can help maintain a quality community, and we look forward to working with the Planning Commission and Village Council. Based on the above priority projects, the Planning Commission requests the Village Council consider incorporating some or all of these elements into the 2021 work plan.

Respectfully submitted,

PLANNING COMMISSION  
VILLAGE OF LAKE ORION, MICHIGAN

James E. Zsenyuk, Chairperson