

**Notice of an Electronically Conducted  
Regular Meeting of the Charter Township of Union  
Planning Commission**

Notice is hereby given that the Charter Township of Union Planning Commission will conduct a regular meeting electronically on Tuesday, November 17, 2020 at 7:00 p.m., consistent with the emergency declarations and direction from state and county health officials to slow the spread of the COVID-19 virus and the Open Meetings Act (Public Act 267 of 1976, as amended)."

There will be no in-person attendance in the Township Hall Board Room (2010 S. Lincoln Rd., Mt. Pleasant, MI 48858), although some Planning Commission members and Township staff may choose to participate from this location.

All interested persons may attend and participate. The public may participate in the meeting by computer and smart phone using the following link to the electronic meeting location: <https://us02web.zoom.us/j/89751444718> (Meeting ID: "897 5144 4718" Passcode "038923"). The moderator will open public access to the electronic meeting space at 6:55 p.m.

To participate via telephone conference call, please call (312) 626-6799. Enter "897 5144 4718" and the "#" sign at the "Meeting ID" prompt. Lastly, re-enter the "#" sign again at the "Participant ID" prompt to join the meeting.

The meeting agenda, packet of materials relating to the meeting, and instructions for connecting to the meeting electronically are available on the Township's website under "Minutes and Board Packets" at <http://www.uniontownshipmi.com/>.

Questions and comments will be received during the public comment sections of the meeting. For participants accessing via computer or smartphone to indicate a desire to address the Planning Commission, please use the "Raise Your Hand" button at the bottom center of the screen. To raise your hand for telephone dial-in participants, press "star" and then the number "nine" (\*9). The Chair will call on you by the last three digits of your phone number to invite any comment, at which time you will be unmuted by the meeting moderator.

If there are a large number of participants, the Chair may choose to call on individuals by name or telephone number. Please speak clearly and provide your name and address before making your comments. Please note that the meeting moderator will control the muting and unmuting of participants during public comment.

Written comments to the Planning Commission may also be delivered to the drop box at the Township Hall. Comments received prior to 3:00 p.m. on the day of the meeting will be read aloud to the Planning Commission.

Persons with disabilities needing assistance to participate should call the Township office at (989) 772-4600. Persons requiring speech or hearing assistance may contact the Township through the Michigan Relay Center at 711. A minimum of one (1) business day of advance notice will be necessary for accommodation.

**Instructions to Participate in an Electronically Conducted  
Regular Meeting of the Charter Township of Union  
Planning Commission**

The Charter Township of Union Planning Commission will conduct a regular meeting electronically on Thursday, November 17, 2020 at 7:00 p.m., consistent with the emergency declarations and direction from state and county health officials to slow the spread of the COVID-19 virus and the Open Meetings Act (Public Act 267 of 1976, as amended).

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**Raise Your Hand for Citizen Participation During the Public Comment Periods**

Questions and comments will be received during the public comment sections of the meeting. For participants accessing via computer or smartphone to indicate a desire to address the Planning Commission, please **click on the “Raise Your Hand” icon** near the bottom of your screen.



Click “Lower Hand” to lower it if needed. The host will be notified that you have raised your hand. The Mute/Unmute function will be controlled by the meeting moderator.

**To raise your hand for telephone dial-in participants, press “star” and then the number “nine” (\*9).**

The Chair will call on you by the last three digits of your phone number to invite any comment, at which time you will be unmuted by the meeting moderator.

**Do I need to download the Zoom app to access the meeting?** No. Use of the Zoom app is recommended, but you will have options to “download & run Zoom” or “join from your browser” when you click on the link to join the meeting.

**Can I Use Bluetooth Headset?** Yes, if the Bluetooth device is compatible with the computer or mobile device that you are using.

**Do I have to have a webcam to join on Zoom?** While you are not required to have a webcam to join a Zoom Meeting, you will not be able to transmit video of yourself. You will continue to be able to listen and speak during public comment and view the webcam video of other participants.

**Leaving the Meeting:** Click the “Leave Meeting” link at the bottom right corner of the screen at any time to leave the meeting.



**Planning Commission**

**Regular Electronic Meeting. Instructions for access will be posted and available on website  
(uniontownshipmi.com) home page**

**November 17, 2020**

**7:00 p.m.**

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF MINUTES  
-October 20, 2020
5. CORRESPONDENCE / BOARD REPORTS / PRESENTATIONS
  - A. Cody updates from Board of Trustees
  - B. Buckley updates from ZBA
    - a. Annual Report from the ZBA
6. APPROVAL OF AGENDA
7. PUBLIC COMMENT: Restricted to (3) minutes regarding items not on this agenda
8. NEW BUSINESS
  - A. **PREZ 20-03 (Grayling Investors) Application to rezone the northern 465 feet of PID 14-026-20-001-06 on the SW corner of E. Broomfield Rd. and S. Isabella Rd. from the B-4 (General Business) to the B-5 (Highway Business) District**
    - a. Introduction
    - b. Public Hearing
    - c. Updates from the Applicant and Staff
    - d. Deliberation
    - e. Action (recommendation to the Board of Trustees)
  - B. **Approve the 2021 Meeting Schedule**
    - a. **The Sidewalks and Pathways Prioritization Committee – schedule joint meeting during the regular January Planning Commission meeting?**
  - C. **Approve the 2020 Annual Report to the Board of Trustees**

9. OTHER BUSINESS

**A. Master Plan implementation**

- a. Continue discussion of action items: Water Quality, Industrial Districts, Code Enforcement, and Capital Improvements Program**
- b. Understanding the Problem – Housing Handout**

10. EXTENDED PUBLIC COMMENT: Restricted to 5 minutes regarding any issue

11. FINAL BOARD COMMENT

12. ADJOURNMENT

**CHARTER TOWNSHIP OF UNION**  
**Planning Commission**  
**Regular - Electronic Meeting Minutes**

A regular-electric meeting of the Charter Township of Union Planning Commission was held on October 20, 2020 as a virtual meeting through the Zoom meeting platform.

**Meeting was called to order at 7:02 p.m.**

**Roll Call**

Present: Buckley, Clerk Cody (arrived late - 7:06 p.m.), Darin, Fuller, LaBelle, Shingles, Squattrito, and Thering

**Others Present**

Rodney Nanney, Community and Economic Development Director; Zoning Administrator, Peter Gallinat, and Administrative Assistant, Jennifer Loveberry

**Approval of Minutes**

**Buckley** moved **Darin** supported the approval of the September 15, 2020 regular meeting as presented. **Vote: Ayes: 7 Nays: 0. Motion carried.**

(7:06 p.m. Cody arrived on Zoom meeting)

**Correspondence / Reports/ Presentations**

- A. Cody updates from the Board of Trustees – October 14<sup>th</sup> canceled due to no quorum
- B. Buckley updates from the ZBA – October meeting cancelled by Chair
- C. Darin updates from the Sidewalks and Pathways Prioritization Committee

**Approval of Agenda**

**Fuller** moved **Cody** supported to approve the Agenda as presented. **Vote: Ayes: 8 Nays: 0. Motion Carried.**

**Public Comment**

Open 7:10 p.m.

No comments were offered.

Closed 7:11 p.m.

**New Business**

- A. **Site Plan Review - PSPR20-11 (3046 Jen's Way) proposed building additions; and PSPR20-12 (3074 Jen's Way) proposed extension of the Jen's Way private road.**

**Recusal by Fuller due to conflict of interest that was determined by the majority of the Commissioners.**

The building additions are 4,100 square feet on each leg of the approved (and partially built) West Wood Condominium building for a total of 8,200 square feet. These additions will allow the northeast/northwest corners to match the southeast/southwest corners of the building.

The private road proposed will extend the existing Jen's Way that currently runs from E. Remus Rd. to the Lexie Lane private road all the way out to S. Lincoln Rd. The Jen's Way extension will intersect with S. Lincoln Rd. south of the Arboretum Apartment Homes development.

The PSPR 20-11 and PSPR 20-12 site plan applications were submitted for review prior to the 9/21/2020 effective date of the Township's new Zoning Ordinance No. 20-06. Accordingly, they were accepted for review and action under the site plan requirements of the (now former) Zoning Ordinance No. 1991-5. All references in this report are to Ord. No. 1991-5.

**Cody** moved **Buckley** supported, to approve the PSPR 20-11 and PSPR 20-12 site plans for the West Wood Condominium building additions and new private road on approximately 11 acres of land on the south side of East Remus Road in the northeast quarter of Section 20 and in the B-5 (Highway Business) District, finding that both site plans can comply with applicable Zoning Ordinance requirements, including Section 12.4 (Standards for Review), subject to the following condition(s):

1. A direct barrier-free sidewalk connection shall be provided between the existing public sidewalk along Remus Rd. and the building entrances to the commercial/office spaces on the east side of the West Wood Condominium building, with details and construction timing notes added to a revised site plan for the PSPR 20-11 project submitted for administrative review and acceptance by the Zoning Administrator.
2. Confirmation of compliance with minimum off-street parking requirements shall be demonstrated by the applicant on the building permit construction plans for interior buildout of each new addition to the West Wood Condominium building, subject to verification by the Zoning Administrator prior to issuance of the building permit.
3. Review and acceptance of the site plan by the Township's Public Services Department shall be required before a building permit or a grading permit is issued for the project.

**Roll Call Vote: Ayes: Buckley, Cody, Darin, LaBelle, Shingles, Squattrito, and Thering**  
**Nays: 0. Motion Carried.**

**B. Site Plan Review - PSPR20-08 (2480 Rosewood) proposed building addition; and PSPR20-09 (Rosewood-vacant, PID 14-014-20-039-05) proposed new parking lot.**

The proposed building addition is 2,127 square feet to the north side of an existing building at 2480 Rosewood Dr.

The new parking lot will be located on a proposed parcel of land that is 0.45 acres in gross lot area, which was rezoned in 2019 from R-3A to OS based on a legal description, but was not actually divided off from the existing parent parcel (PID 14-014-20-038-05). The parking lot will be developed in two (2) separate phases: Phase I contains 16 parking stalls and phase II an additional 10 for a total of 26.

The PSPR 20-08 and PSPR 20-09 site plan applications were submitted for review prior to the 9/21/2020 effective date of the Township's new Zoning Ordinance No. 20-06. Accordingly, they

were accepted for review and action under the site plan requirements of the (now former) Zoning Ordinance No. 1991-5. All references in this report are to Ord. No. 1991-5.

**Cody** moved **Darin** supported to approve the PSPR 20-08 and PSPR 20-09 site plans for Mohan Annu MD PLLC on approximately 1.2 acres of land on the east and west side of Rosewood Drive in the northeast quarter of Section 14 and in the OS (Office Service) District, finding that both site plans can comply with applicable Zoning Ordinance requirements, including Section 12.4 (Standards for Review), subject to the following condition(s):

1. Add the specific species of evergreen tree plantings to a revised PSPR 20-09 site plan, which shall be subject to administrative review and acceptance by the Zoning Administrator before a building or grading permit is issued.
2. Township approval of a land division application to establish the proposed parking lot parcel shall be required before a building or grading permit is issued.
3. Provide an as-recorded copy of the easement documents to the Zoning Administrator prior to issuance of a new certificate of occupancy for the expanded building.

**Roll Call Vote: Ayes: Buckley, Cody, Darin, Fuller, LaBelle, Shingles, Squattrito, and Thering Nays: 0. Motion Carried.**

### **C. Master Plan implementation - discussion**

The commissioners asked to postpone discussion until the November meeting to allow for Nanney, Community and Economic Development Director, to prepare housing information received from a training.

### **Other Business**

#### **Extended Public Comment**

Open –8:31 p.m.

No comments were offered.

Closed – 8:31 p.m.

#### **Final Board Comment**

Darin - Commented on MAP training he attended last week

**Adjournment** – Chairman Squattrito adjourned the meeting at 8:35 p.m.

**APPROVED BY:**

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Alex Fuller - Secretary  
Mike Darin – Vice Secretary

*(Recorded by Jennifer Loveberry)*



## ANNUAL ZBA REPORT TO THE PLANNING COMMISSION

<b>TO:</b>	Planning Commission	<b>DATE:</b>	November 04, 2020
<b>FROM:</b>	Zoning Board of Appeals		
<b>PROJECT:</b>	Written report to the Planning Commission of the ZBA's operations including recommendations regarding proposed changes to the Zoning Ordinance.		
<b>ACTION REQUESTED:</b>	To Approve a written report by December 1, 2020 and to have Township staff forward report to the Planning Commission.		

### Background Information

The year 2020 has been a rather quiet year for the Zoning Board of Appeals. The board met twice in January. The first time to elect temporary officers until March and the 2<sup>nd</sup> time was for a special meeting. At the special meeting the ZBA ruled on Text Interpretation, Administrative Review and a Variance all regarding signage located at 3046 Jen's Way. The ZBA ruled in favor of the applicants Text interpretation, the applicant then withdrew their administrative review and the ZBA also granted a variance for signage to the applicant.

The ZBA met again in March of 2020 to elect officers for the year and for a training session. The ZBA did not meet again until November for a training session regarding a work session of the New Zoning Ordinance and to also approve the ZBA's annual report to the Planning Commission as required by the ZBA's Rules of Procedure. The ZBA looks forward to working with the Planning Commission in both enforcing and using the Township's new Zoning Ordinance for 2021 and many years to come.

Respectfully submitted,

Andy Theisen (Chair of the ZBA)



## Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Lisa	Cody	11/20/2020
2-Chair	Phil	Squatrito	2/15/2023
3-Vice Chair	Ryan	Buckley	2/15/2022
4-Secretary	Alex	Fuller	2/15/2023
5-Vice Secretary	Mike	Darin	2/15/2022
6	Stan	Shingles	2/15/2021
7	vacant seat		2/15/2020
8	James	Thering Jr.	2/15/2021
9	Doug	LaBelle II	2/15/2022
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1- PC Rep	Ryan	Buckley	2/18/2021
2 - Chair	Andy	Theisen	12/31/2022
3 - Vice Chair	Liz	Presnell	12/31/2022
4 - Secretary	Taylor	Sheahan-Stahl	12/31/2021
5 - Vice Secretary	Judy	Lannen	12/31/2022
Alt. #1	Brandon	LaBelle	12/31/2022
Alt. #2	Jim	Engler	2/15/2021
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Doug	LaBelle II	12/31/2020
2	James	Thering, Jr.	12/31/2020
3	Bryan	Neyer	12/31/2020
Alt #1	Randy	Golden	1/25/2021
Citizens Task Force on Sustainability (4 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Don	Long	12/31/2020
2	Mike	Lyon	12/31/2020
3	vacant seat		12/31/2018
4-BOT Representative	vacant seat		11/20/2020
Construction Board of Appeals (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Colin	Herron	12/31/2021
2	Richard	Jakubiec	12/31/2021
3	Andy	Theisen	12/31/2021
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2022
2	John	Dinse	12/31/2021
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2023
2	Lynn	Laskowsky	12/31/2021



## Board Expiration Dates

EDA Board Members (11 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Ben	Gunning	11/20/2020
2	Thomas	Kequom	4/14/2023
3	James	Zalud	4/14/2023
4	Richard	Barz	2/13/2021
5	Robert	Bacon	1/13/2023
6	Marty	Figg	6/22/2022
7	Sarvjit	Chowdhary	1/20/2022
8	Cheryl	Hunter	6/22/2023
9	Vance	Johnson	2/13/2021
10	Michael	Smith	2/13/2021
11	David	Coyne	3/26/2022
Mid Michigan Area Cable Consortium (2 Members)			
#	F Name	L Name	Expiration Date
1	Kim	Smith	12/31/2022
2	Vacant		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Robert	Sommerville	12/31/2022
Sidewalks and Pathways Prioritization Committee (2 year term -PC Appointments)			
#	F Name	L Name	Expiration Date
1 - BOT Representative	Kimberly	Rice	11/20/2020
2 - PC Representative	Mike	Darin	8/15/2022
3 - Township Resident	Matt	Mertz	8/15/2021
4 - Township Resident	Jeremy	MacDonald	10/17/2022
5 - Member at large	Connie	Bills	8/15/2021

## REZONING REPORT

<b>TO:</b>	Planning Commission	<b>DATE:</b>	November 9, 2020
<b>FROM:</b>	Rodney C. Nanney, AICP Community and Economic Development Director	<b>ZONING:</b>	B-4, General Business
<b>PROJECT:</b>	PREZ 20-03 Request to rezone a parcel that is currently split zoned B-4/B-5 to the B-5 (Highway Business) District, which would accommodate the development of a restaurant with drive through service.		
<b>PARCEL(S):</b>	PID 14-026-20-001-06, S. Isabella Rd. (vacant)		
<b>OWNER(S):</b>	Grayling Investors LLC		
<b>LOCATION:</b>	Approximately 6.94 total acres on the southwest corner of the East Broomfield Road - S. Isabella Rd. intersection in the NE 1/4 of Section 26.		
<b>EXISTING USE:</b>	Vacant lot	<b>ADJACENT ZONING:</b>	B-4, B-5, R-3A
<b>FUTURE LAND USE DESIGNATION:</b>	<i>Bluegrass Center Area</i> . While currently more auto centric, this area has the potential to transition into a more walkable, vibrant center. Future uses should be integrated to include multi-story, mixed-use buildings; first floor retail and office uses; public use and spaces; entertainment and restaurant venues; and additional attached housing types such as townhouses. Both vehicular and pedestrian cross connections should be promoted between sites, providing for future connections through easements, and should collectively promote a vibrant, livable center to the neighboring university population.		
<b>ACTIONS REQUESTED:</b>	To hold a public hearing and to recommend that the Board of Trustees [APPROVE] [DENY] the proposal to rezone the northern 465 feet of PID 14-026-20-001-06 from the B-4 (General Business) to the B-5 (Highway Business) District per Section 14.5 (Amendments).		

### Background Information

#### Timeline of Activity

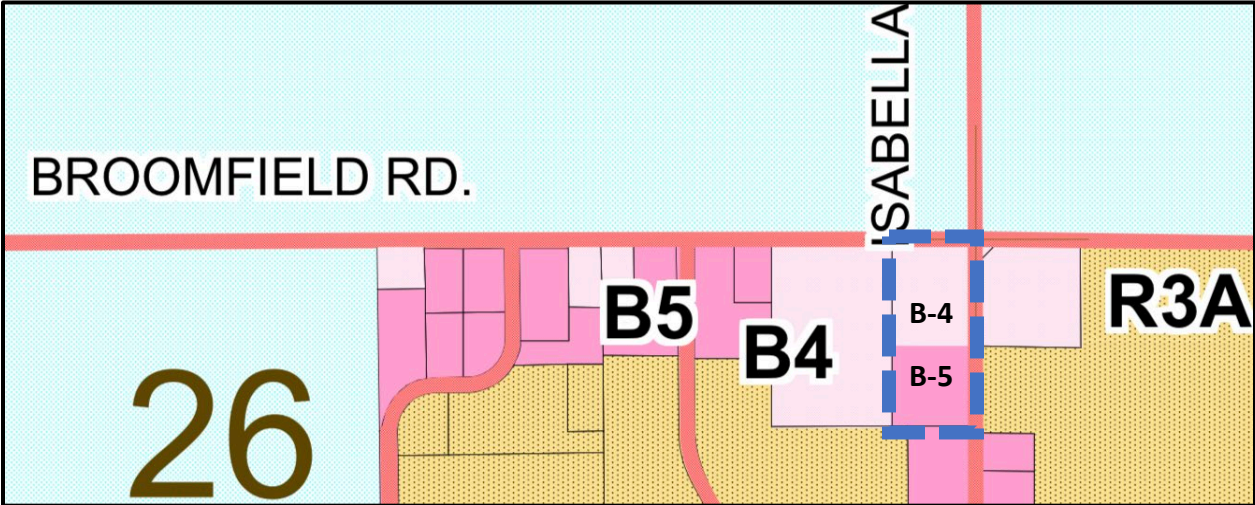
Date	Application	Action
September 2019	Special Use Permit Approval	Planning Commission public hearing and recommendation to the Board of Trustees for approval of SUP 2019-06 for a filling station special use.
October 2019		Board of Trustees approved the special use SUP 2019-06 on the condition that a site plan is approved by the Planning Commission.
November 2019	Preliminary (informal) Site Plan Review	Planning Commission review and comment on the SPR 2019-12 preliminary plan under the requirements of Zoning Ordinance No. 1991-5 for a proposed 7,200 square foot commercial building to be used as a drive through restaurant, convenience store, and filling station. No formal site plan approval action at this stage.

Date	Application	Action
September 2020	Site Plan Approval	The applicant submitted an application (PSPR20-14) for a final site plan to be reviewed and approved by the Planning Commission after the new Zoning Ordinance No. 20-06 went into effect, so it is subject to review and action under the new ordinance.
October 2020	Rezoning Approval	The applicant submitted rezoning application PREZ20-03 to rezone the northern 465 feet of PID 14-026-20-001-06 from B-4 to B-5.

Under the new Zoning Ordinance No. 20-06, a restaurant with a drive-through is not permitted in a B-4 District. During staff review of the PSPR20-14 site plan approval application it was noted that a portion of the drive-through restaurant component of the proposed development was located beyond the boundary of the B-5 (Highway Business) into the northern portion of the parcel zoned B-4 (General Business). Following a meeting with Township staff, the applicant decided to pursue a rezoning application to bring the project into conformance with the new Zoning Ordinance.

**Existing Zoning**

The following is an excerpt from the Township’s Official Zoning Map showing the subject parcel, existing zoning district arrangement, and surrounding zoning:



**Review Comments**

In reviewing any proposed amendment to the Official Zoning Map, the Planning Commission is required by Section 14.5.G. of the Zoning Ordinance to “*identify and evaluate all relevant factors in preparing its report of findings of fact, conclusions, and recommendation to the Township Board.*” This Section includes a set of factors to consider, which are summarized below in the bold headings. These criteria are one of the new features of Zoning Ordinance No. 20-06. Staff comments follow under each heading:

## Findings of Fact (Section 14.5.G)

### 1. Evaluation of existing and proposed zoning districts.

- a. The largest cluster of existing B-5 (Highway Business) zoning is in the Bluegrass Area of the Township, of which this parcel is a part.
- b. Smaller clusters of B-5 zoning exist on N. Mission Street, the northeast corner of the E. Pickard Road-S. Isabella Road intersection, and in the West DDA District on S. Remus Road at S. Lincoln Road.
- c. The following are principal permitted uses in a B-5 District but not a B-4 District: Adult Regulated Uses, **Amusement Enterprises**, Bar/Grill/Cocktail lounges, **Dealership, Vehicle, Automobile Dealership, and Farm Equipment Sales, Mortuary Establishments, Funeral Homes**, Plumbing Heating and Electrical Shops, Restaurants, With Dive-Through, Sign Painting and Servicing Shops. The uses highlighting in **BOLD** are permitted only as special uses in a B-4 District. There are no special uses in a B-5 District that are not also listed as a special use in the B-4 District.
- d. The setbacks for both districts are equal. The subject parcel meets the required lot dimension standards for both a B-4 and B-5 parcel. Parcels surrounding the subject parcel are currently zoned B-4, B-5, and R-3A.
- e. A parcel that is split zoned at times can be advantageous for a developer. An example would be a parcel with the frontage zoned for a commercial use and the remaining rear available for residential. However, a parcel in two different business districts can create obstacles for development as to where a use can go or if a use is allowed at all.

### 2. Apparent demand.

- a. There are no other vacant parcels along S. Isabella Road south of the E. Pickard Road corridor where a filling station could be developed on a corner lot. Two other vacant corner lot locations are zoned completely B-4 and therefore would not permit a restaurant with a drive-through.
- b. The Township did receive an enquiry earlier this year about a potential filling station/convenience store development on S. Isabella Road. There is currently no filling stations or drive-through restaurants along this road corridor, except at E. Pickard Road.
- c. There are no other vacant parcels along S. Isabella Road located on a corner with B-5 zoning (whether entirely or in part) where a filling station/convenience store/restaurant with a drive-through would be permitted.

### 3. Availability of public services and infrastructure. *Rezoning of undeveloped land to a more intensive zoning district should only take place in conjunction with the availability of public service and infrastructure to serve all of the allowable land uses in the proposed district.*

- a. The current location has existing utilities to accommodate the permitted uses in a B-5 District. The rezoning of the parcel from B-4/B-5 to B-5 would not compromise the health, safety and welfare of Township residents or burden public entities.

- b. The existing location is on the corner of two roads that are both four-lanes wide. This amount of right-of-way would accommodate the uses in a B-5 District.
- c. The Township is currently serviced by the Isabella County Sherriff, Mt. Pleasant Fire Department, Isabella County Transportation Commission, Isabella County Road Commission, and Mt. Pleasant Public Schools. All of these public services would be able to serve all potential uses on a B-5 parcel.

**4. Consistency with the Master Plan.**

- a. *“Determine whether the intent and all of the allowable uses within the requested zoning district are compatible with the goals, objectives, and policies of the Master Plan, including the future land use designation(s) for the site.”*
  - The subject site is located on the northern edge of the Bluegrass Center Area as defined on the Future Land Use Map. This Area is centered around the E. Bluegrass Rd./Encore Blvd. intersection.
  - The Master Plan for the Bluegrass Center Area emphasizes transitioning from the currently more auto-centric development pattern into a more walkable, pedestrian-oriented environment.
  - The Township’s policies related to construction of public sidewalks in the area and the bicycle facility parking requirements included in the new Zoning Ordinance No. 20-06 are two of the ways this policy is being implemented. All of these requirements will apply to any new development on the subject site.
  - The Bluegrass Center Area Plan also encourages mixed use developments, with first floor retail/office/entertainment/restaurant venues and residential units on upper floors, as the intended predominate uses, especially in the core of this area along E. Bluegrass Rd.
  - The full range of allowable uses in the proposed B-5 District include auto-oriented activities (including filling station, drive-through lanes, automobile dealerships, and funeral homes, that are not fully consistent with the Bluegrass Center Area Plan’s policy priorities.
- b. *“A rezoning inconsistent with the Master Plan should only be considered where specific findings are made that demonstrate conditions have changed significantly since the Plan was prepared, and/or new information supports a change. In such cases, the Township may first consider an amendment to the Plan.”*
  - As noted under the Timeline of Activity, the SUP 2019-06 special use permit for a filling station was approved and the SPR 2019-12 preliminary site plan received an initial informal review under the former Zoning Ordinance No. 1991-5.
  - Despite several alerts from Township staff, the applicant failed to submit their final site plan application while Zoning Ordinance No. 1991-5 was in effect. However, the timing of adoption of the new Zoning Ordinance No. 20-06, which disallowed drive-through restaurants in the B-4 (General Business) District, remains a relevant fact to consider with regards to this requested zoning change.

- It is also important to note that nearly all of the core of the Bluegrass Center Area is currently zoned B-5 (Highway Business).
  - c. *“The future land use recommendations of the Master Plan are based upon a ten- to twenty-year timeframe. Consider whether the timing of the proposed rezoning is appropriate, given trends in the area, infrastructure capacity, and other factors.”*
    - Based on trends in the area, availability of public infrastructure, the timing of this rezoning proposal is appropriate for consideration.
5. **Additional factors.**
- a. No adverse impacts on physical, geological, hydrological, historical or archeological features are anticipated by the proposed rezoning or development of the lot consistent with Zoning Ordinance requirements.
  - b. This amendment will not create any special privilege.
  - c. The amendment will not result in unlawful exclusionary zoning.
  - d. The amendment will not set an inappropriate precedent, resulting in the need to correct future planning mistakes.

### **Objective**

Following the public hearing the Planning Commission shall review the rezoning application and then make a recommendation to the Board of Trustees. The Planning Commission may take any of the following actions related to the rezoning request:

1. Recommend approval of the zoning change as proposed by the applicant to place the entire parcel to the B-5 District; or
2. Recommend approval of an alternative zoning change to place the entire parcel in the B-4 District; or
3. Recommend that the proposed rezoning be rejected (to retain the existing split B-4/B-5 zoning classifications).

### **Key Findings**

1. This parcel is currently the only parcel in the Township split zoned between the B-4 and B-5 zoning districts.
2. Two distinct business zonings on one parcel creates development obstacles with what is permitted and where on the property a permitted use could be located.
3. This rezoning is not fully consistent with the Master Plan’s goals, objectives, and policies for the Bluegrass Center Area.
4. The subject site is located on the outer edge of the Bluegrass Center Area as defined on the Future Land Use Map.

5. The proposed rezoning will resolve a split-zoning circumstance that can create obstacles for development.
6. The applicant failed to submit their final site plan application while Zoning Ordinance No. 1991-5 was in effect, but the timing of adoption of the new Zoning Ordinance No. 20-06 after the SUP 2019-06 special use permit for a filling station was approved and the SPR 2019-12 preliminary site plan received an initial informal review remains a relevant fact to consider with regards to this requested zoning change.

### **Recommendations**

Based on the above findings, I would ask that the Planning Commission consider taking action to recommend that the Board of Trustees approve the proposal to rezone the northern 465 feet of PID 14-026-20-001-06 from the B-4 (General Business) to the B-5 (Highway Business) District.

Please contact me at (989) 772-4600 ext. 232, or via email at rnanney@uniontownshipmi.com, with any questions about this information.

Respectfully submitted,

***Rodney C. Nanney, AICP, Director***

Community and Economic Development Department





Charter Township of Union

APPLICATION FOR REZONING APPROVAL

A completed application will contain all information required per the Zoning Ordinance, Section 14.5 (Amendments); including:

- Response to Rezoning Criteria (Section 14.5.G)
Vicinity Map and Survey/Drawing (Section 14.5.F.1.d.)

Name of Proposed Development/Project: PSPR 20-14 Gas Station Dunkin Donuts Conveniene Store/Restaurant
Common Description of Property & Address (if issued): SW corner of Broomfield and Isabella
Applicant's Name(s): Grayling Investors, LLC
Phone/Fax numbers: phone: 989-348-5232 fax: 989-348-7102 Email: rjaskowski@carey-jaskowski.com
Address: P.O. Box 665 City: Grayling, MI Zip: 49738

Legal Description: Attached [X] Included on Survey Tax Parcel ID Number(s): 14-026-20-001-06
Existing Zoning: B-4/B-5 Land Acreage: 6.92 acres Existing Use(s): n/a
[X] ATTACHED: Letter describing the proposed land uses and reasons for the requested zoning change.

Firm(s) or Individuals(s) who prepared the Land Survey/Drawing: 1. Name: Practical Engineering Phone: 231-275-5066 Email: peinc@centurytel.net
2. Address: 9091 Helen White Dr. City: Lake Ann State: MI Zip: 49650 Contact Person: Sarah Ross Phone 231-275-5066
Legal Owner(s) of Property: 1. Name: Grayling Investors, LLC Phone: 989-348-5232 Address: P.O. Box 665 City: Grayling State: MI Zip: 49738
Signature: [Signature] Interest in Property: owner/lessee/other
2. Name: Richard J. Jaskowski, Contact Person Phone: 989-348-5232 Address: P.O. Box 665 City: Grayling State: MI Zip: 49738
Signature: [Signature] Interest in Property: owner/lessee/other

I do hereby affirm that all the statements, signatures, descriptions, exhibits submitted on or with this application are true and accurate to the best of my knowledge and that I am authorized to file this application and act on behalf of all the owners of the property. False or inaccurate information may be cause for rejection of the application. Approval of any requested zoning change shall not constitute the right to violate any provisions of the Zoning Ordinance or other applicable codes and ordinances.

[Signature]
Signature of Applicant

October 19, 2020
Date

Office Use Only

Application Received By: \_\_\_\_\_ Fee Paid: \$ \_\_\_\_\_

Date Received: \_\_\_\_\_ Escrow Deposit Paid: \$ \_\_\_\_\_

**GRAYLING INVESTORS, LLC**

P.O. Box 665  
Grayling, MI 49738  
(989) 348-5232

October 19, 2020

Charter Township of Union  
Mr. Peter Gallinet  
2010 S Lincoln Road  
Mt Pleasant, MI 48858

Dear Mr. Gallinet:

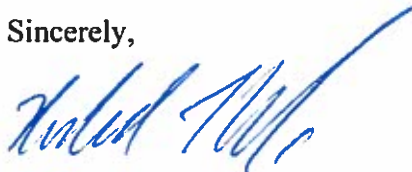
Please allow this correspondence to serve as the “letter describing the proposed land uses and reasons for the requested zoning change” in support of the Application for Rezoning Approval filed by Grayling Investors, LLC. As you are undoubtedly aware, the parcel of property owned by Grayling Investors, LLC is a single parcel of property, yet has split zoning of B-4/B-5. For a period of time, Grayling Investors, LLC, has worked with the Township to obtain approval of the construction of a gas station/convenience store/Dunkin Donuts at this location. The proposed project has been favorably received by representatives of the Township.

Unfortunately, it has come to our attention that while the prior Zoning Ordinance would have allowed a drive-thru as previously proposed and presented to the Township, the newly enacted Zoning Ordinance prohibits drive-thrus in the B-4 Zoning District. While a final site plan for review was submitted by Grayling Investors, LLC, it is my understanding it was received by the Township approximately one (1) day after enactment of the new Zoning Ordinance.

Attached to the Application, you will find Grayling Investors, LLC’s response to rezoning criteria which sets forth in more detail the reasons why we believe a zoning amendment is appropriate. We respectfully believe that granting this zoning amendment will not establish any negative precedent, as we are faced with a very unusual situation where one parcel of property (that was not created through a parcel split or addition) has two separate zoning classifications.

As always, we appreciate the cooperation of your office and the Township in this matter. Should you have any further questions, concerns, or desire any other information, please feel free to contact me.

Sincerely,



Richard J. Jaskowski

RJJ/nlh

Enclosures

cc: File

**1. Evaluation of existing and proposed zoning districts**

The current site is one 6.92 acre parcel of property at the Southwest corner of Broomfield Road and Isabella Road. This parcel has 371.0 feet of frontage on Broomfield Road (north) and 814.2 feet of frontage on Isabella Road (east). On this parcel the north 465+/- feet is zoned B-4, the south 350+/- feet is zoned B-5. The parcel was not a split parcel that was combined. It was always one parcel.

- a. The surrounding zoning classifications and land uses compatible with the allowed uses if the entire property is zoned B-5.
  - i. The zoning on the parcel to the south of the property is B-5. The five parcels to the south of this parcel are all zoned B-5.
  - ii. The parcel adjacent to a small (approximately 20') section of the southwest corner of this parcel is zoned R-3A and currently has an apartment complex.
  - iii. The property directly across the street to the north of this parcel is in the City of Mount Pleasant and is zoned CD-4 and this parcel is vacant. The CD-4 zoning extends to the west to Churchill Street. This zoning classification allows both filling stations and drive-through restaurants as a permitted special use.
  - iv. The property to the northeast across the intersection is also in the City of Mt. Pleasant and is zoned SD-1, which is light industrial. This parcel is vacant. The uses in this district are mostly light manufacturing and there are some businesses further east/northeast of this corner. B-5 zoning would not be in conflict with this use.
  - v. The property directly across Isabella Road to the east is zoned B-4 for the north 465 foot parcel. Directly south of that is a small section zoned R-3A and there is an existing apartment complex on this parcel. The rest of the parcels along Isabella south to the next road is zoned B-5.
  - vi. The property directly west and adjacent to this property is zoned B-4 and has an existing automotive repair business. The three properties continuing to the west along Broomfield are all zoned B-5.
- b. The boundary and size of the current parcel would not change, it is proposed to make the parcel one consistent zoning classification.
- c. The circumstance that warrants a change is simply that this is one parcel with two zoning districts and the proposed use is only allowed on a portion of this one parcel. To effectively use the parcel for the proposed use, the entire site would need to be zoned B-5.

**2. Apparent demand**

- a. When the development group approached the Union Township with this use (filling station/drive-through restaurant combination) in 2019, the planning commission felt it was a use supported by the surrounding developments and that it would not detract from the goals of the township. A preliminary site plan was presented to the board that showed the filling station and two drive-through windows in the building. This plan was

well received and the comments made during the meeting were encouraging and helpful. Since that time the development team has changed the facility to only have one drive-through window. The proposed plan still reflects the suggestions and support of the planning commission in the preliminary site plan review.

- b. In our initial conversations and submittal, the Zoning Administrator and the Planning Commission agreed that the market demand for this type of use is appropriate at this location.
- c. There is some B-5 property available in this area and this site is currently zoned both B-4 and B-5, so this site is already available for this type of development. We would like to utilize the entire site consistently for the proposed use.
- d. See above.

**3. Availability of public services and infrastructure**

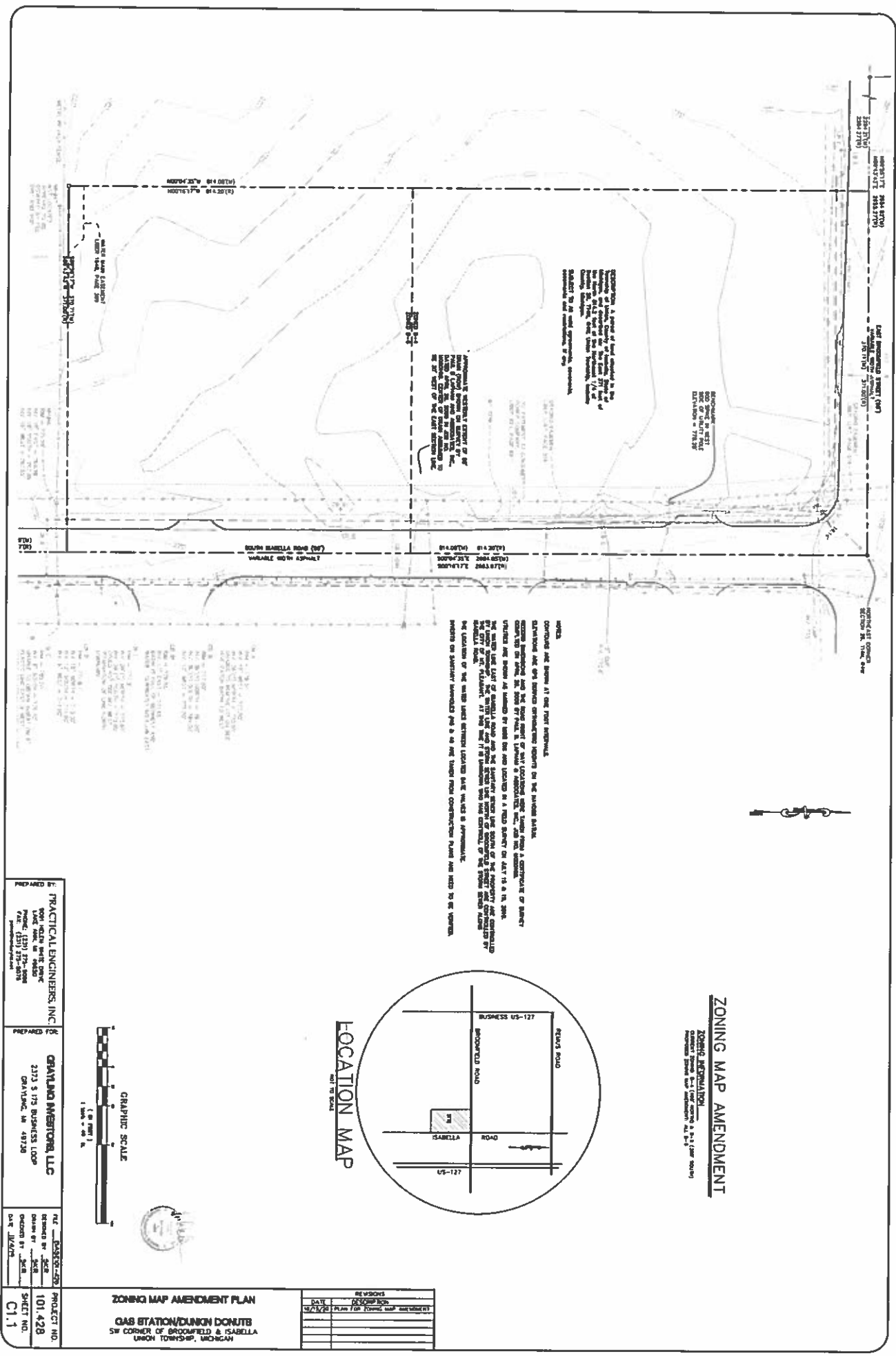
- a. When the site was researched prior to this development plan, the township verified that public sewer and water are available to the site and that there is capacity to support this use.
- b. Broomfield Road and Isabella Road are both designed as main thoroughfares. The entrance locations and curb returns are already in place and were designed for this type of corner commercial use.
- c. The capacity of public services seems sufficient to support this use.

**4. Consistency with the Master Plan**

- a. The intent of the B-5 zoning on this parcel is consistent with the Master Plan delineation of the "Mixed-Use Bluegrass Center Area" (Union Township Master Plan, 2018). This area is a mix of residential, commercial and light industrial uses. It is intended to promote commercial uses that are supported by the neighboring residential developments. The proposed site has sidewalks along the roadways to promote walkability to the existing residential areas and it proposes an internal drive access to the commercial property to the east.
- b. See above
- c. See above

**5. Additional factors**

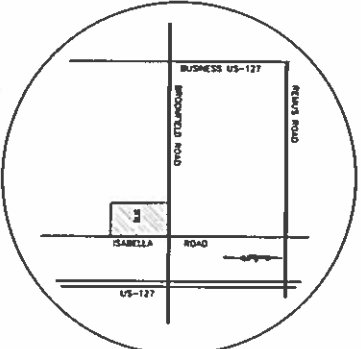
- a. The allowable uses for this site zoned entirely B-5 are compatible with the area.
- b. The conditions of this site have not change, this site is a single parcel that was identified with two zoning districts in the previous ordinance and it still has a split zoning use. Considering the support of our preliminary site plan application for the use of a filling station/drive through restaurant at this site in 2019, this may have been an overlooked split parcel in consideration of the revised zoning map/zoning ordinance in 2020.
- c. The amendment will create a consistent zoning for this single parcel.
- d. The amendment will not result in unlawful exclusionary zoning.
- e. The amendment will not set and inappropriate precedent, as this is a single parcel with sufficient similar zoning classifications and uses surrounding the parcel.



**ZONING MAP AMENDMENT**

ZONING INFORMATION:  
 ZONING DISTRICT: C-1  
 ZONING CODE: C-1  
 ZONING MAP AMENDMENT NO. 101-428

**NOTES:**  
 1. CONTOUR AND ELEVATION AT THE POINT INDICATED.  
 2. EXISTING AND PROPOSED CONSTRUCTION HEIGHTS FOR THE PROPOSED STRUCTURE.  
 3. EXISTING AND PROPOSED CONSTRUCTION HEIGHTS FOR THE PROPOSED STRUCTURE.  
 4. EXISTING AND PROPOSED CONSTRUCTION HEIGHTS FOR THE PROPOSED STRUCTURE.  
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 9. EXISTING AND PROPOSED CONSTRUCTION HEIGHTS FOR THE PROPOSED STRUCTURE.  
 10. EXISTING AND PROPOSED CONSTRUCTION HEIGHTS FOR THE PROPOSED STRUCTURE.



**LOCATION MAP**



PREPARED BY: <b>TRACTIONAL ENGINEERS, INC.</b> 1000 S. MAIN ST., SUITE 100 OKLAHOMA CITY, OK 73101 PHONE: (405) 271-8888 FAX: (405) 271-8888	DRAWN BY: <b>GRAVINO INVESTORS, LLC</b> 2313 S 175 BUSINESS LOOP OKLAHOMA CITY, OK 73128	PROJECT NO.: <b>101-428</b>	SHEET NO.: <b>C1.1</b>
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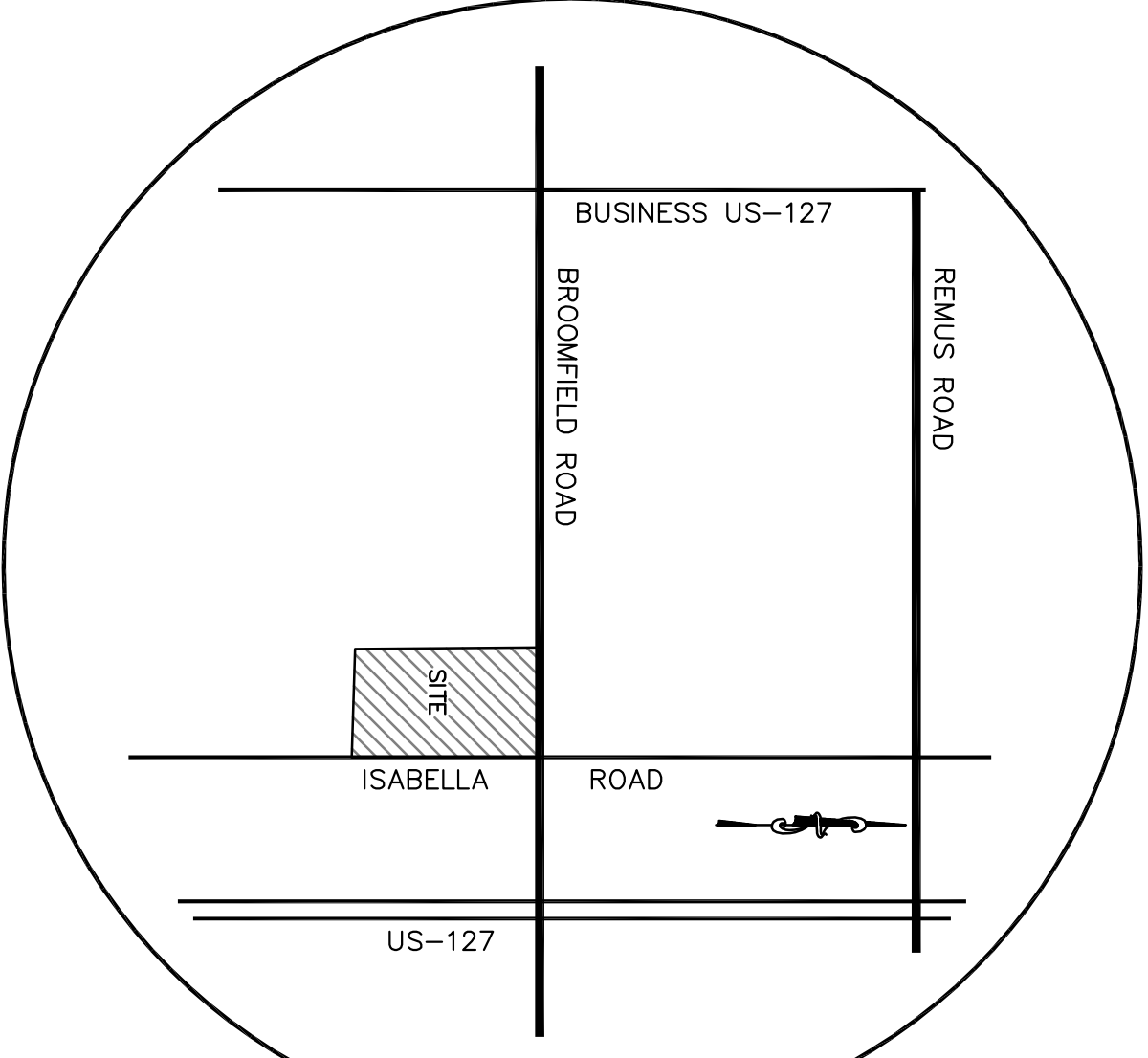
**ZONING MAP AMENDMENT PLAN**  
**GAS STATION/DUNKIN DONUTS**  
 SW CORNER OF BRIDGEMAN ROAD & ISABELLA ROAD

REVISIONS	DATE	DESCRIPTION



# ZONING MAP AMENDMENT

**ZONING INFORMATION**  
 CURRENT ZONING: B-4 (465' NORTH) & B-5 (350' SOUTH)  
 PROPOSED ZONING MAP AMENDMENT: ALL B-5



**LOCATION MAP**  
 NOT TO SCALE

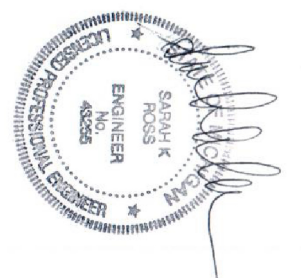
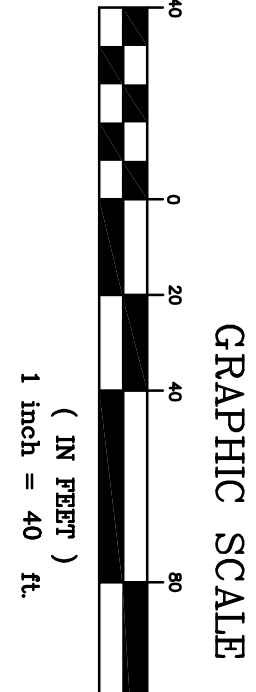
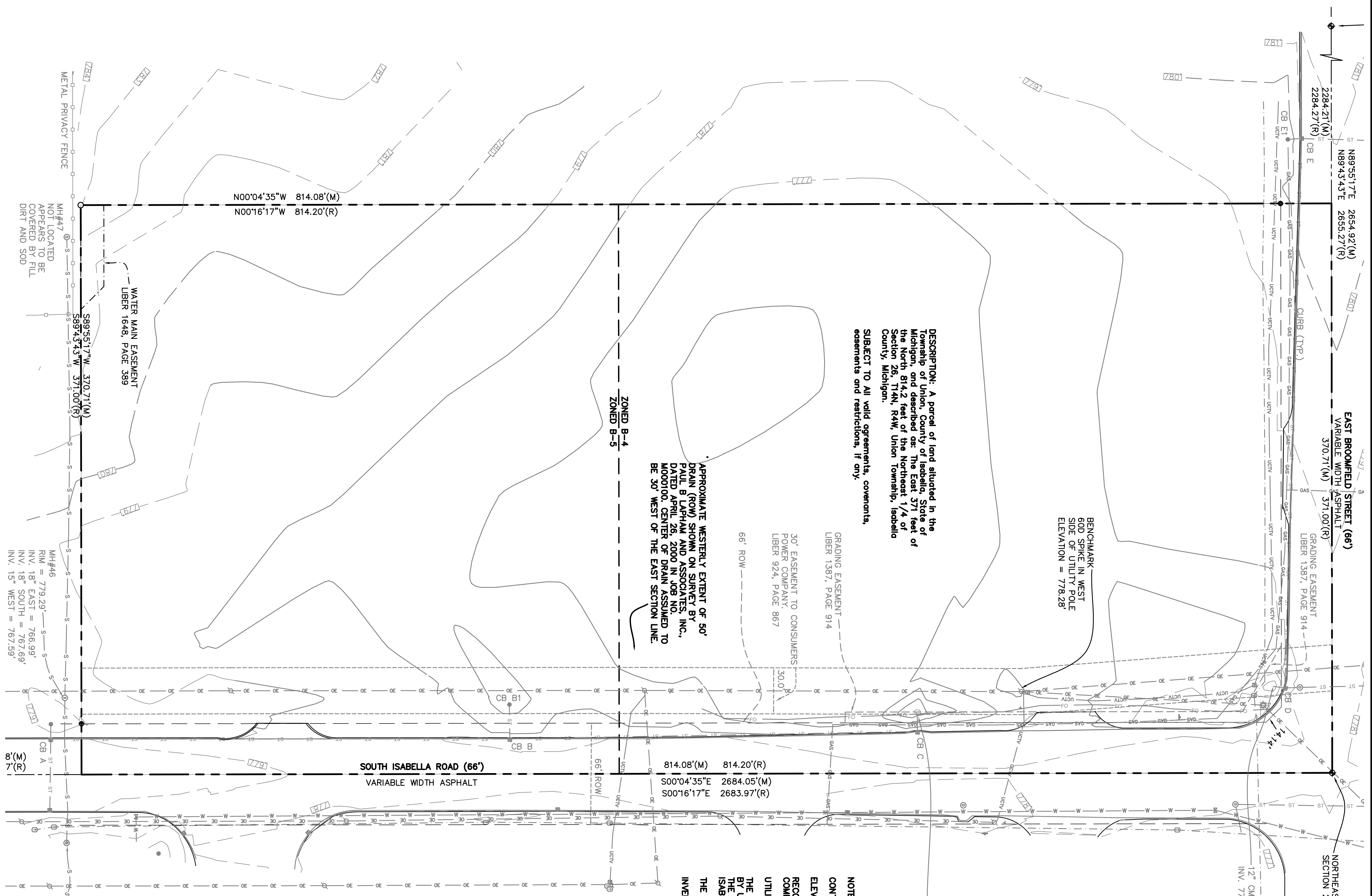
**DESCRIPTION:** A parcel of land situated in the Township of Union, County of Isabella, State of Michigan, and described as: The East 371 feet of the North 814.2 feet of the Northeast 1/4 of Section 26, T14N, R4W, Union Township, Isabella County, Michigan.

**SUBJECT TO** All valid agreements, covenants, easements and restrictions, if any.

APPROXIMATE WESTERN EXTENT OF 50' DRAIN (ROW) SHOWN ON SURVEY BY PAUL B. LAPPAW & ASSOCIATES, INC., DATED APRIL 26, 2000 IN JOB NO. M000700. CENTER OF DRAIN ASSUMED TO BE 30' WEST OF THE EAST SECTION LINE.

**NOTES:**

- CONTOURS ARE SHOWN AT ONE FOOT INTERVALS.
- ELEVATIONS ARE GPS DERIVED ORTHOMETRIC HEIGHTS ON THE NAVD83 DATUM.
- RECORD DIMENSIONS AND THE ROAD RIGHT OF WAY LOCATIONS WERE TAKEN FROM A CERTIFICATE OF SURVEY COMPLETED ON APRIL 26, 2000 BY PAUL B. LAPPAW & ASSOCIATES, INC., JOB NO. M000100.
- UTILITIES ARE SHOWN AS MARKED BY MISS DIG AND LOCATED IN A FIELD SURVEY ON JULY 15 & 19, 2019.
- THE WATER LINE EAST OF ISABELLA ROAD AND THE SANITARY SEWER LINE SOUTH OF THE PROPERTY ARE CONTROLLED BY UNION TOWNSHIP. THE WATER LINE AND STORM SEWER LINE NORTH OF BROOMFIELD STREET ARE CONTROLLED BY THE CITY OF MT. PLEASANT. AT THIS TIME IT IS UNKNOWN WHO HAS CONTROL OF THE STORM SEWER ALONG ISABELLA ROAD.
- THE LOCATION OF THE WATER LINES BETWEEN LOCATED GATE VALVES IS APPROXIMATE.
- INVERTS ON SANITARY MANHOLES #45 & 46 ARE TAKEN FROM CONSTRUCTION PLANS AND NEED TO BE VERIFIED.



REVISIONS	
DATE	DESCRIPTION
10/15/20	PLAN FOR ZONING MAP AMENDMENT

**ZONING MAP AMENDMENT PLAN**  
**GAS STATION/DUNKIN DONUTS**  
 SW CORNER OF BROOMFIELD & ISABELLA  
 UNION TOWNSHIP, MICHIGAN

PREPARED BY: **PRACTICAL ENGINEERS, INC.**  
 9091 HELEN WHITE DRIVE  
 LAKE ANN, MI 49650  
 PHONE: (231) 275-5066  
 FAX: (231) 275-5076  
 pender@practical.net

PREPARED FOR: **GRAYLING INVESTORS, LLC**  
 2373 S I75 BUSINESS LOOP  
 GRAYLING, MI 49738

FILE: BASE101-426  
 DESIGNED BY: SKR  
 DRAWN BY: SKR  
 CHECKED BY: SKR  
 DATE: 11/4/19

PROJECT NO.: **101.428**  
 SHEET NO.: **C1.1**

## Draft Motions: Zoning Map Amendments

### **MOTION TO RECOMMEND APPROVAL OF THE REZONING TO B-5 (HIGHWAY BUSINESS) AS REQUESTED:**

Motion by \_\_\_\_\_, supported by \_\_\_\_\_, to recommend to the Township Board of Trustees that the PREZ 20-03 Zoning Map Amendment to rezone the northern 465 feet of PID 14-026-20-001-06 from the B-4 (General Business) to the B-5 (Highway Business) District be adopted based on the following findings and conclusions:

1. The setbacks for both districts are equal. The subject parcel meets the required lot dimension standards for both a B-4 and B-5 parcel.
2. A parcel that is split-zoned in two different business districts can create obstacles for development as to where a use can go or if a use is allowed at all.
3. The subject site is located on the northern edge of the Bluegrass Center Area as defined on the Future Land Use Map. The Bluegrass Center Area Plan also encourages mixed use developments, with first floor retail/office/entertainment/restaurant venues and residential units on upper floors, as the intended predominate uses, especially in the core of this area along E. Bluegrass Rd.
4. Nearly all of the core of the Bluegrass Center Area is currently zoned B-5 (Highway Business).
5. The full range of allowable uses in the proposed B-5 District include auto-oriented activities that are not fully consistent with the Bluegrass Center Area Plan, but the proposed rezoning should be adopted based on the following information that supports a change without a need to amend the Master Plan:
  - a. The timing of adoption of the new Zoning Ordinance No. 20-06, which disallowed drive-through restaurants in the B-4 (General Business) District, is a relevant fact to consider with regards to this requested zoning change.
  - b. Although the applicant failed to submit their final site plan application while Zoning Ordinance No. 1991-5 was in effect, the SUP 2019-06 special use permit for a filling station was approved and the previous SPR 2019-12 preliminary site plan for a filling station and restaurant with drive-through facilities did receive an initial informal review under the former Zoning Ordinance, which allowed these land uses in both zoning districts.
6. Based on trends in the area, availability of public infrastructure, the timing of this rezoning proposal is appropriate for consideration.
7. This amendment will not create any special privilege, result in unlawful exclusionary zoning or set an inappropriate precedent. No adverse impacts are anticipated by the proposed rezoning or development of the lot consistent with Zoning Ordinance requirements.

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## Draft Motions: Zoning Map Amendments

### **MOTION TO RECOMMEND DENIAL OF THE REQUESTED REZONING TO B-5:**

Motion by \_\_\_\_\_, supported by \_\_\_\_\_, to recommend to the Township Board of Trustees that the PREZ 20-03 Zoning Map Amendment to rezone the northern 465 feet of PID 14-026-20-001-06 from the B-4 (General Business) to the B-5 (Highway Business) District be denied based on the following findings and conclusions:

1. The split-zoning configuration is consistent with the general pattern of Business District zoning in this area as depicted on the Official Zoning Map.
  2. The Master Plan for the Bluegrass Center Area emphasizes transitioning from the currently more auto-centric development pattern into a more walkable, pedestrian-oriented environment.
  3. The full range of allowable uses in the proposed B-5 District include auto-oriented activities that are not fully consistent with the Bluegrass Center Area Plan's policy priorities.
  4. There are no changes in conditions or new information since the Master Plan was adopted in 2018 that justify a rezoning inconsistent with the Master Plan.
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### **MOTION TO RECOMMEND APPROVAL OF ALTERNATIVE REZONING TO B-4 (GENERAL BUSINESS):**

to recommend to the Township Board of Trustees that the entirety of PID 14-026-20-001-06 be rezoned to the B-4 (General Business) District based on the following findings and conclusions:

1. A parcel that is split-zoned in two different business districts can create obstacles for development as to where a use can go or if a use is allowed at all.
  2. The setbacks for both districts are equal. The subject parcel meets the required lot dimension standards for both a B-4 and B-5 parcel.
  3. The Master Plan for the Bluegrass Center Area emphasizes transitioning from the currently more auto-centric development pattern into a more walkable, pedestrian-oriented environment.
  4. The full range of allowable uses in the B-4 (General Business) District are more consistent with the Bluegrass Center Area Plan's policy priorities than the applicant's PREZ 20-03 request to rezone the northern 465 feet of PID 14-026-20-001-06 to the B-5 (Highway Business) District.
- 
- 

### **MOTION TO POSTPONE ACTION:**

Motion by \_\_\_\_\_, supported by \_\_\_\_\_, to postpone action on the PREZ 20-03 Zoning Map Amendment until \_\_\_\_\_ for the following reasons: \_\_\_\_\_

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## REQUEST FOR PLANNING COMMISSION ACTION

<b>To:</b> Planning Commission	<b>DATE:</b> November 10, 2020
<b>FROM:</b> Rodney C. Nanney, AICP, Community and Economic Development Director	<b>DATE FOR CONSIDERATION:</b> 11/17/2020
<b>ACTION REQUESTED:</b> To approve the schedule of regular meetings of the Planning Commission for the 2021 calendar year to take place at 7:00 p.m. on the third Tuesday of each month in accordance with the requirements of the Open Meetings Act.	

### BACKGROUND INFORMATION

The Open Meetings Act requires the Planning Commission to adopt and post an annual meeting schedule prior to the start of each calendar year.

### BOARD OF TRUSTEES GOALS ADDRESSED

Adoption and public display of the annual schedule of meetings for all Township boards and commissions, including the Planning Commission, addresses the following public policy goals adopted by the Board of Trustees related to community well-being and common good (From Policy 1.0: Global End):

- 1.1 *Residents engage in a vibrant community life.*
  - 1.1.1 *All demographics within the township can feel welcomed, feel belonging, and engage with the community.*
    - 1.1.1.1 *A welcoming atmosphere, promoting tolerance and inclusion of all cultures, orientations and economic status.*
    - 1.1.1.3 *Residents take pride in their community, understand its past and engage in its future.*
  - 1.1.2 *Residents look to the township as a key information source for community activities, services and resources in the region.*

### MOTION

To approve the schedule of regular meetings of the Planning Commission for the 2021 calendar year to take place at 7:00 p.m. on the third Tuesday of each month in accordance with the requirements of the Open Meetings Act.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Yes:

No:

Absent:

# CHARTER TOWNSHIP OF UNION

## Scheduled Meetings for 2021



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### **BOARD OF TRUSTEES:** *(Second and Fourth Wednesday of each Month)*

January 13	May 12	September 8
January 27	May 26	September 22
February 10	June 9	October 13
February 24	June 23	October 27
March 10	July 14	November 10
March 24	July 28	November 23 <i>(Tuesday)</i>
April 14	August 11	December 15
April 28	August 25	

### **ZONING BOARD OF APPEALS:** *(First Wednesday of each Month)*

January 6	April 7	July 7	October 6
February 3	May 5	August 4	November 3
March 3	June 2	September 1	December 1

### **PLANNING COMMISSION:** *(Third Tuesday of each Month)*

January 19	April 20	July 20	October 19
February 16	May 18	August 17	November 16
March 16	June 15	September 21	December 21

**JOINT MEETING DATE:** *(Board of Trustees, ZBA, Planning Commission, EDA, Sustainability Committee Hannah's Bark Park Advisory Board, Chippewa River District Library Board, Mid-Michigan Area Cable Consortium, Cultural and Recreational Commission, and Sidewalks and Pathways Prioritization Committee)*

Date August 31 7:00pm

**EDA** *(Third Tuesday of each Month)* All meetings begin at 4:30p.m.

January 19	May 18	August 17	October 19
February 16	June 15	September 21	November 16
March 16	June 22 Informational	September 28 Informational	December 21
April 20	July 20		

All the above meetings are to be held at the Union Township Hall, 2010 S. Lincoln Road. All meetings except for the Board of Review and EDA start at 7:00 p.m. Minutes and Agendas may be obtained at the Township Hall, during regular business hours. Phone 989-772-4600.

## ANNUAL REPORT

**TO:** Planning Commission

**DATE:** November 10, 2020

**FROM:** Rodney C. Nanney, AICP, Community and Economic Development Director

**PROJECT:** 2020 Planning Commission Annual Report to the Board of Trustees

**ACTION REQUESTED:** To approve the Planning Commission Annual Report for 2020 and authorize staff to forward the report to the Board of Trustees.

In accordance with section 125.3819(2) of the Michigan Planning Enabling Act 33 of 2008, as amended, the Charter Township of Union Planning Commission presents its written annual report to the Board of Trustees:

2020 has been an eventful and active year for the Planning Commission, despite COVID-19 virus pandemic closures that cancelled meetings in March and April and moved the Commission to remote “electronic meetings” held via video and telephone conferencing. A total of eleven (11) meetings were held, including one (1) special meeting in June.

### **Development-related applications.**

The following is a summary of development-related applications that came before the Planning Commission for review and action:

1. Two (2) site plans were submitted for preliminary review and comment.
2. Ten (10) final site plan applications were reviewed and approved.
3. Two (2) special use permit applications were submitted. Public hearings were held for both applications. An application for a group child day care home located at 4175 E. Wing Rd. was recommended for Board of Trustees approval, which was subsequently granted. Action on other application, for a sand and gravel pit at the northeast corner of S. Lincoln Rd. and E. Millbrook Rd., was postponed with a request for additional information.
4. Two (2) home occupation permit applications were reviewed and approved.

### **Amendments to Zoning Ordinance No. 1991-5 and the Official Zoning Map.**

Two (2) Zoning Ordinance text amendments were reviewed by the Planning Commission. Hearings were held for both. The amendment to multi-use structure regulations was subsequently withdrawn by the applicant. The amendment to the lot definition and sand and gravel pit regulations was recommended for Board of Trustees adoption, which was done in July.

### **Adoption of the new Zoning Ordinance No. 20-06 and changes to the Official Zoning Map.**

The Planning Commission received the updated draft Zoning Ordinance in early March. The proposed Ordinance was posted for public review and comment in mid-March on a dedicated website for the Township and at the Township Hall. COVID19 delayed the Commission’s review

until May. A special New Zoning Ordinance Open House event was hosted online in late June by the Consultant, McKenna Associates, and a public hearing was held for the proposed Ordinance in July. With the addition of a list of final corrections, revisions and clarifications to the grading, stormwater management, application fee, escrow deposit, and performance guarantee provisions, the proposed Zoning Ordinance was recommended for Board of Trustees adoption after the July hearing. The new Zoning Ordinance No. 20-06 received final adoption by the Board of Trustees in September, after the state Zoning Act mandated period for county review and comment. The new Ordinance went into effect on 9/21/2020.

The development of the proposed Zoning Ordinance included an evaluation of the existing Residential and Business Districts. During this process, the R-5 (Single-Wide Mobile Home) District was identified by the Consultant as outdated and no longer fully consistent with applicable state laws and established housing-related case law in Michigan. To reduce duplication among the Township’s “Highway Business” zoning districts (B-5, B-6, and B-7), which are similar in character and mix of land uses, a determination was made to also remove the B-6 (Auto-Related Highway Business District) from the updated Zoning Ordinance.

Two (2) sets of amendments to the Official Zoning Map to eliminate the R-5 and B-6 districts were proposed and reviewed in conjunction with the proposed Zoning Ordinance. These changes also were adopted and went into effect at the same time as the new Ordinance.

**Other Activity.**

The Planning Commission reviewed a guide to defensible decision making distributed by Rodney Nanney, the new Community and Economic Development Director, who was introduced in January. In addition, individual planning commissioners and staff participated during the year in available training sessions training opportunities from the Michigan Association of Planning, the American Planning Association, and other sources.

The annual election of the Chair, Vice-Chair, Secretary and Vice-Secretary took place in May.

Commissioner Denise Webster completed her extended final term of office in August, as she was moving out of the area. We are grateful her service and many contributions to the community.

The Planning Commission began discussion of the Master Plan’s goals and plan implementation priorities, with an initial focus on action items under the topic areas of housing, non-motorized transportation, and access management.

The Planning Commission also appointed Matt Mertz and re-appointed Jeremy McDonald to the Sidewalk and Pathways Prioritization Committee as Township resident representatives.

Respectfully submitted,

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Phil Squattrito, Planning Commission Chair

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Alex Fuller, Planning Commission Secretary

**MASTER PLAN IMPLEMENTATION**

**TO:** Planning Commission **DATE:** September 8, 2020  
**FROM:** Rodney C. Nanney, AICP, Community and Economic Development Director  
**ACTION REQUESTED:** Discussion and evaluation of Master Plan implementation priorities.

**Background Information**

During your August discussion of the Master Plan’s implementation section and list of potential action plan items, the following seven topic areas were highlighted for further consideration by individual planning commissioners:

1. Housing
2. Non-motorized plan
3. Access management plan
4. Water quality
5. Industrial districts
6. Code enforcement
7. Capital improvements program

Per the Commission’s request, these topic areas and the associated action items from the Master Plan have been compiled below for further evaluation. The blank lines have been added by each action item for the Commission members to use for prioritization purposes, if desired. Where staff or other agencies have responsibility for action, a note has been added to this effect.

If you do not have a paper copy of the Master Plan and would like one, please contact me at (989) 772-4600 ext. 232, or via email at [RNanney@uniontownshipmi.com](mailto:RNanney@uniontownshipmi.com). A digital (.PDF) copy can also be downloaded at: <http://www.uniontownshipmi.com/Departments/ZoningandPlanningServices.aspx> (click on the “Master Plan” link under “Downloads” on the right side of the page).

**ACTION PLAN PRIORITY AREAS IDENTIFIED BY THE PLANNING COMMISSION**

**HOUSING**

- \_\_\_\_\_ *Work with senior citizen groups such as ICCA to assess and meet the housing needs of older residents.*
- \_\_\_\_\_ *Coordinate with CMU Campus Safety to address safety concerns regarding student housing.*
- \_\_\_\_\_ *Support agencies that provide low-cost housing.*
- \_\_\_\_\_ *Conduct a housing market analysis to determine needs and whether zoning currently matches with the market demand.*
- \_\_\_\_\_ *Evaluate residential and select business districts to allow a wider variety of attached housing types.*

## **NON-MOTORIZED PLAN**

**Staff** *Acquire easements where feasible for non-motorized facilities in areas where right-of-way is insufficient.*

\_\_\_\_\_ *Pursue local, state, and federal funding to continue implementation of a non-motorized transportation system, both in the right-of-way and off-road trails / pathways.*

\_\_\_\_\_ *Work with organizations and advocacy groups such as bike users, seniors, and schools to develop Safe Routes to School programs and trail organizations to identify priority needs for walking and biking.*

\_\_\_\_\_ *Work with Isabella County Transportation Commission towards increasing sidewalk connectivity within 1/4 mile of all existing and planned bus stops in the Township.*

**Staff** *Re-engage the Pathways Committee; encourage regular meetings to prioritize improvements to the existing sidewalk and pathways network.*

\_\_\_\_\_ *Encourage the Road Commission to support the creation of "Complete Streets" that consider the needs of vehicles, bicyclists, and pedestrians equally.*

\_\_\_\_\_ *Complete the planned pedestrian sidewalk and pathway system, especially to fill in gaps and connect neighborhoods with destinations like schools, parks, neighborhood shopping and entertainment districts, and cultural institutions.*

\_\_\_\_\_ *Support public education that promotes the personal and environmental benefits of active lifestyles. Adopt a resolution in support of Complete Streets.*

\_\_\_\_\_ *Update the inventory of sidewalks and bike lanes from the 2011 nonmotorized plan.*

\_\_\_\_\_ *Require bike racks for certain new, non-single-family developments and promote installation of bike racks at key locations.*

\_\_\_\_\_ *Require non-motorized connections between sidewalks and business entrances, transit stops, and neighborhoods.*

\_\_\_\_\_ *Require easements during site plan review where right-of-way is insufficient to provide non-motorized facilities.*

\_\_\_\_\_ *Amend sidewalk ordinance to remove waivers for sidewalks in commercial districts.*

## **ACCESS MANAGEMENT PLAN**

\_\_\_\_\_ *Create specific access management recommendations for Bluegrass Center.*

\_\_\_\_\_ *Implement recommendations from the 2006 Access Management Plan for Pickard and Remus Roads during site plan review.*

\_\_\_\_\_ *Require cross access and shared access for driveways in commercial districts.*

\_\_\_\_\_ *Require transportation impact studies during development review to ensure walking, biking and transit facilities are as safe, convenient, and comfortable as road facilities.*

## **WATER QUALITY**

\_\_\_\_\_ *Implement community programs that promote best practices for improving water quality.*

\_\_\_\_\_ *Promote education of proper septic drainfield maintenance to increase lifespans of systems and preserve water quality.*

**CMDHD** *Require more frequent septic systems inspections.*

\_\_\_\_\_ *Require vegetated buffers from all wetlands, streams, lakes, and rivers to protect water quality.*

### **INDUSTRIAL DISTRICTS**

\_\_\_\_\_ *Revise industrial districts to permit retail, R&D, and tech-related uses to enhance growth.*

From an economic development perspective, there is a serious deficit in terms of available industrially zoned land close to the US-127 expressway with municipal utility services available. This is particularly true for larger sites that national site selectors prefer for manufacturing and research/development center projects. With that in mind, the following additional action item has been added for consideration:

\_\_\_\_\_ *Consider designation of additional areas of the Township for future industrial/business park land uses and development.*

### **CODE ENFORCEMENT**

Staff *Continue vigilant enforcement of housing, rental, and maintenance codes.*

Staff *Add a zoning inspection to the certificate of occupancy process to ensure sites are built according to the approved site plan.*

Staff *Ensure compliance with property maintenance standards so landlords are accountable.*

Board *Strengthen consequences for code violations and encourage compliance.*

### **CAPITAL IMPROVEMENTS PROGRAM**

Exempt *Prepare and annually update six-year capital improvements plan that coordinates with the master plan.*

The Board of Trustees previously took action, as allowed under Section 61 of the Michigan Planning Enabling Act (Public Act 33 of 2008, as amended), to exempt the Planning Commission from responsibility for the Township's capital improvements program (see Section 12 of the Planning Commission Ord. No. 2011-01).

However, the Commission still retains the responsibility under this Act to:

\_\_\_\_\_ *Review and make recommendations to the appropriate public officials regarding expansions of the Township's utility service districts, regional stormwater management improvements, expansions of the airport, bus service, and public road network, and similar public improvements in the Township.*

## C. Housing

The success of Union Township neighborhoods still relies in large part on the creation, preservation and rehabilitation of the housing stock, the availability of home ownership, the proximity to community facilities and services, and housing options for all segments of the population.

People looking for a place to live, or deciding whether to stay within a geographic area, typically focus on several factors. These factors include the character of the neighborhood/immediate area, quality of the public school system, distance from the workplace, perceptions of home value appreciation, the diversity of housing available to meet changing needs and income levels, among other issues.

This section serves as a basis for future land use plan strategies regarding housing to support residential land uses that are further detailed later in the chapter.

### Residential

After agriculture, this category is the township's predominant land use, and is meant to promote single-family homes on a variety of lot sizes. With new development, subdivision design should protect open space and natural features and limit single driveways onto corridors.

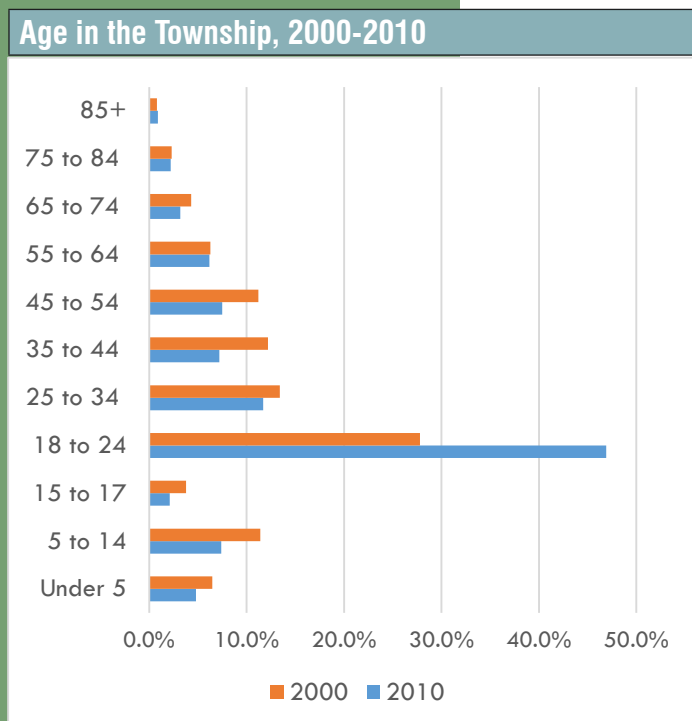
### Residential – Attached

This land use category covers a variety of attached dwelling units and includes areas planned for both medium- and high-density residential development including duplexes, attached condominiums, townhomes, and flats.

### Manufactured Housing

This category is provided primarily for manufactured housing communities, such as those located on Broadway Road between Isabella Road and US-127. This designation is limited to areas along Major Arterial roads served by utilities.

*Cohorts for Township residents ages 18-24 saw the greatest increase between 2000-2010, at approximately 50%, likely stemming from more university students living in the township*



## Housing Best Practices

Union Township offers a range of housing opportunities including single-family residential, manufactured home communities, multi-family residential (low to high density apartment or condominium developments), and townhouses. This section identifies ways to continue to diversify new housing opportunities for various income and age groups.

### Housing Options for Changing Demographics

Demographically two segments of the national and local population are transitioning and present an opportunity for the Township; these include baby boomers and young adult households. A significant segment of the existing Union population has lived there for 15 to 20 years and will soon become or is empty nesters. They have raised their children in the community and have established personal and professional relationships which anchor them. However, these active empty nesters may be inclined to seek a different lifestyle including as its centerpiece, a new potentially smaller condominium home in a highly amenitized environment which might include a golf course, central clubhouse/activity center, trails or even an urban hub with retail and entertainment options.

The housing needs of seniors is an important part of the commitment to provide appropriate housing choices for all of its residents. Viable housing options should include remaining



at home as long as possible and is especially important to residents who want to stay in the neighborhoods they are most familiar with and be near family and friends. Retrofitting existing homes to be accessible for seniors desiring to “age in place” could include ramps, wider doorways, and first floor bedrooms and accessible bathrooms. Where “aging in place” is not feasible, special facilities, such as senior independent living, assisted living and congregate care is another important housing option to be provided within the community.


In order for housing to be affordable for multiple income levels and family types, a balance of owner and renter-occupied units for a variety of incomes should continue to be provided. Smaller families and couples may desire alternatives to single-family detached, owner-occupied housing, such as townhomes, flats, and apartments above storefronts. Other households may choose to rent to maintain mobility. In cases where there may be a trend in renter-occupied single-family homes, the Township should monitor housing quality to ensure neighborhood stability.

Because of the township’s proximity to Central Michigan University, it will continue to see a demand for student housing. The Township seeks to strike a careful balance between serving the market and protecting character of the community. The Bluegrass area remains the best location for new housing catered to students. As other older apartment complexes age, retrofitting them with better architectural and site design will become more important to ensure they match the quality and character desired in the township.

**Multiple-Family Design Guidelines**

Multiple-family residential dwelling units help to improve the choice of housing

*Objective 3.2: Expand housing choices to support multiple options for a wide range of age groups and family types.*



*In December 2016, a countywide Target Market Analysis indicated that attached housing units such as townhomes, row houses, lofts, and multiplexes accounted for nearly three quarters (74%) of the maximum potential growth for Isabella County, 60% of which was expected to come from the City of Mount Pleasant and surrounding areas.*

*Renters now account for 62% of households in the Township, whereas County and State trends for renters are estimated at 40% and 29%, respectively.*

Owner- vs. Renter-Occupied Housing				
Community	Owner-Occupied		Renter-Occupied	
	Number	Percent	Number	Percent
Township	1,838	38%	2,966	62%
County	14,838	60%	9,823	40%
State	2,728,815	71%	1,112,333	29%

*Source: 2011-2015 American Community Survey Estimates*

**Current Conditions: Attached Housing**



*Multiple-family complexes should provide sufficient bicycle parking. Covered parking and screened waste receptacles would be even better to improve the appearance.*



*These attached units could benefit from sidewalks, more prominent entrances and less prominent garages.*



*These apartments need sidewalks along the edge of the parking to eliminate pedestrian and vehicular conflicts in the parking lots*

## Best Practices: Attached Housing



Attached single-family, like this duplex above, can resemble a single-family home.



Townhouse style development is very popular among young adults and empty-nesters.



Modern apartments can have sleek design features and support a more walkable streetscape.

types and to provide housing opportunities. Several areas have been classified for medium- and high-density residential use at strategic locations in the township and provide opportunities for development. Multi-family residential also provides opportunities for an older population (empty nesters, retirees and those in need of care). Multi-family housing types extend beyond the typical multi-family apartment building. Single-family attached condominium units as part of planned development projects have been a fast growing housing choice for empty-nesters and retirees.

Multiple family or attached single-family structures should incorporate architectural design elements that emulate single-family neighborhoods such as pitched roof lines and prominent entries, and minimize appearance of garage doors. Sites should provide pedestrian connections between building entrances, public pathway connections, and parking areas. Important site design features include waste receptacle screening, parking lot landscaping, bike storage.

### *Housing Preservation and Maintenance*

Residents who take pride in their homes, whether rented or owned, can contribute positively to a neighborhood's image and reinvestment opportunities. Therefore, home stewardship should be supported broadly, beyond owner-occupied residences to include rental home and apartment maintenance. Currently, the Township requires rental inspections, which keeps tabs on building safety. This could be broadened to ensure zoning compliance. For more on code enforcement, see page 42.

Expanding outside current Township programs may include efforts to support home stewardship by encouraging partnerships with non-profits, agencies, or local home improvement stores to provide community training in home repair skills, mortgage assistance, and providing needed resources, such as tools and materials for physical renovations.

## Housing Implementation Strategies

- Continue vigilant enforcement of housing, rental, and maintenance codes.
- Ensure compliance with property maintenance standards so landlords are accountable.
- Work with senior citizen groups such as ICCA to assess and meet the housing needs of older residents
- Coordinate with CMU Campus Safety to address safety concerns regarding student housing.
- Support agencies that provide low-cost housing
- Conduct a housing market analysis to determine needs and whether zoning currently matches with the market demand.
- Evaluate residential and select business districts to allow a wider variety of attached housing types





## D. Mixed-Use Bluegrass Center Area

While currently more auto-centric, this area has the potential to transition into a more walkable, vibrant center. Future uses should be integrated to include multi-story, mixed-use buildings; first floor retail and office uses; public use and spaces; entertainment and restaurant venues; and additional attached housing types such as townhouses. Both vehicular and pedestrian cross connections should be promoted between sites, providing for future connections through easements, and should collectively promote a vibrant, livable center to the neighboring university population.

Key gateways into the center at busy intersections should have clearly delineated, safe pedestrian crossings and gateway landscaping and signage to project the “town center” image and branding for the district. This branding can continue through streetscape improvements such as pedestrian scale lighting, banners, street trees, and street furniture, similar to those provided by the EDA on Pickard Road, to build a cohesive center. Working with the Road Commission, Union Township should prioritize right-of-way easements to capture the pedestrian amenity zone in front of street-fronting development.

Mixed-use development promoting walkability should be prioritized along Bluegrass Road and connections made to nearby apartment complexes and big box retailers. New development visible from Highway 127 should be developed with friendly “back doors” as well to ensure the highest quality image for the township is projected to travelers.

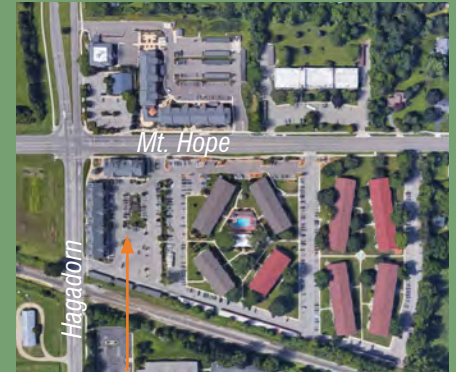
This area could benefit from master planning, a character-based code, or planned unit development to ensure that future development is coordinated with roadway improvements. The concept plan depicted on the following page is meant to be the first schematic step at identifying further, more concrete, recommendations during the development of a more detailed subarea analysis.

See the design guidelines recommended for attached housing and commercial development in other sections of this chapter.

*Objective 3.3: Re-imagine the Bluegrass Road Subarea as a vibrant destination for community business, social and civic activity.*



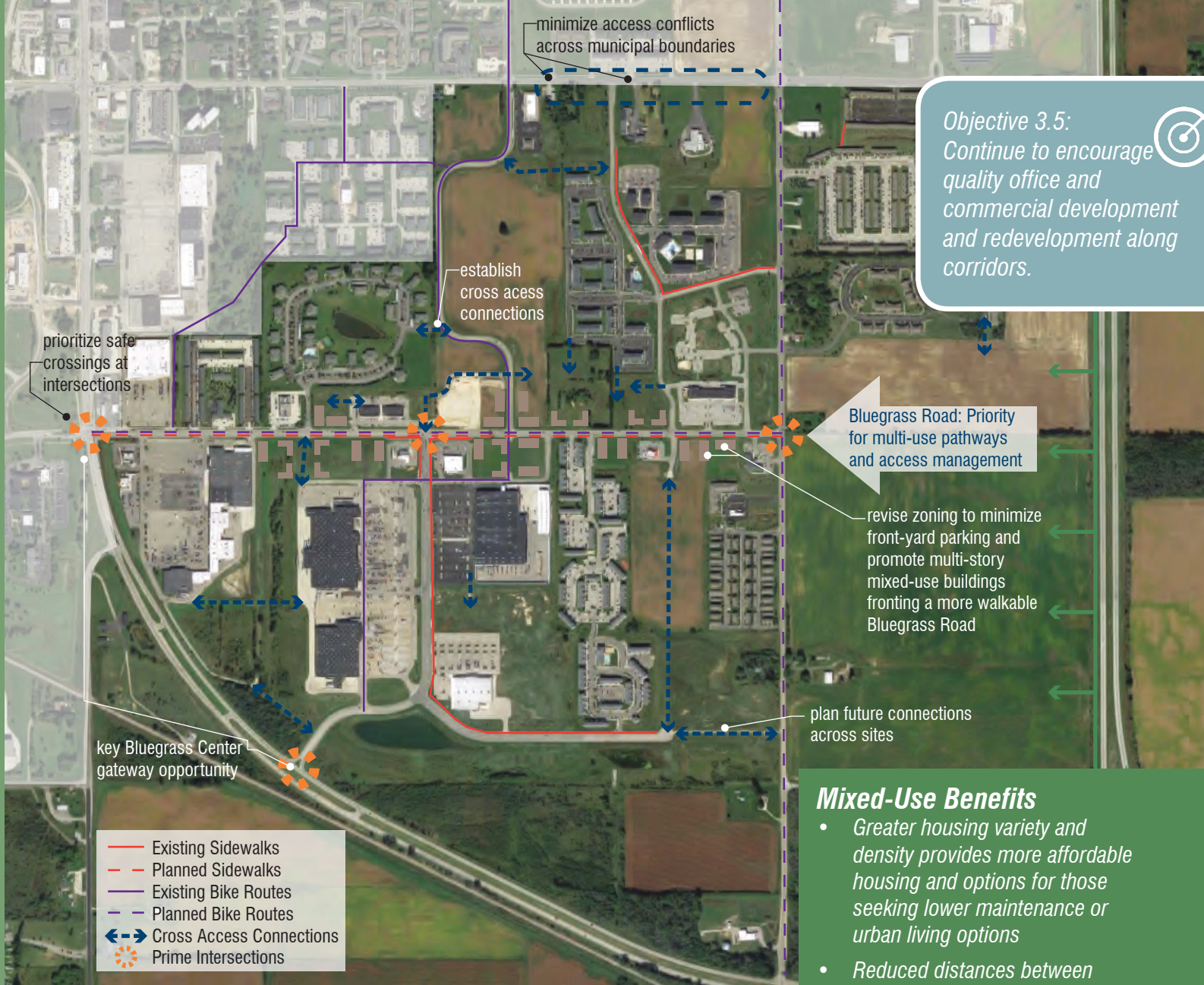
### Mixed-Use Example



*The Hamptons in Meridian Township near Michigan State University is a good example of suburban mixed-use development. Storefronts line the corridor with apartments above and parking in the rear. This planned unit development integrates well with the existing, more traditional apartment buildings.*







## Bluegrass Center Concept Plan

### Mixed-Use Development

Mixed-use development is a development or building that blends a combination of residential uses, or that combines residential and non-residential uses, and where those functions are physically and functionally integrated. By locating places where people live, work and shop in close proximity to one another, alternatives to driving, such as walking or biking, become more viable. Mixed-use developments can offer a variety of residential opportunities so that younger and older people, singles and families of varying income levels may find places to live. A more diverse and sizable population and commercial base can also better support public transportation.

### Mixed-Use Benefits

- Greater housing variety and density provides more affordable housing and options for those seeking lower maintenance or urban living options
- Reduced distances between housing, workplaces, retail businesses, and other amenities and destinations reduces travel time and improves convenience
- More compact development makes more efficient use of public services, utilities and infrastructure
- Stronger neighborhood character and sense of place result when citizens and businesses interact
- Walkable, bikeable neighborhoods increase accessibility, which results in improved travel options, reduced transportation costs and improved community health



# UNDERSTANDING THE PROBLEM

*It's important for audiences to understand the "why" of the issue. The public often has little context or only a basic understanding of the complex causes of housing shortages, or how they can be solved. Messages should clearly and simply outline the factors that have contributed to this issue—and how things are different today than it was when our audiences first bought or rented homes.*

**Because of increasing costs for land, infrastructure, labor, and materials, it's almost impossible to build new homes that are affordable to the workforce.**

## High Costs of Development

- Communities throughout the US are building less. There were 38% fewer housing units built in 2018 than 2005, the year permits peaked before the recession, according to a study by Apartment List. The number of homes and apartments built in 2018 roughly matches 1994, when the country's population was 20% percent smaller than it is today.
- Infrastructure costs—that is, the costs to hook up to sewer, water, and other services—are higher in smaller towns where there are fewer residents paying into the system. It can cost up to \$60,000 per unit to extend services even a short distance.

## Local Policies and Public Opposition

- Zoning prohibits many of the types of housing that are most in demand—that is, the smaller homes, apartments, and condos that meet the needs of our shrinking households. Nationally, up to 25% of development costs can be attributed to lengthy and complicated review processes, according to the National Association of Home Builders.
- Fears and stereotypes about housing lead many members of the public to oppose new homes or policy solutions—making it harder and more costly to build, discouraging developers from working in our communities, and ultimately derailing project after project that could provide the homes our communities need.

## RESOURCES

Links to all resources are available on [www.homesforourfuture.org](http://www.homesforourfuture.org).

### Freddie Mac Research

Freddie Mac's research includes regular forecasts, indices, and "insights" about the housing market, including a discussion on housing supply issues.

### Housing Challenges Threaten Our Economic Growth: Where Will 10 Million Michiganders Live?

In 2017, the Home Builders Association of Michigan sought input from builders and other stakeholders throughout Michigan to identify key issues around the development of new housing. The report includes a summary of input and data, along with recommendations for local and statewide policy makers.



# UNDERSTANDING THE PROBLEM

- Short-term rentals are changing the housing market in many of our towns. Between 2010–2016, the region’s housing stock didn’t grow at all overall—yet there was an increase of 15% in the number of units classified as “seasonal.” This points to a trend where year-round homes are being converted to seasonal housing units, including short-term rentals, which affects the supply and cost of year-round housing (*data from American Community Survey*).
- There are few financial resources to address the substandard housing issues in rural areas that have profound health impact on residents. Similarly, funding options are slim-to-none for communities anywhere that are trying to create “incremental” development solutions like duplexes, four-plexes, and small apartments that are easier and cheaper to build.

## Limited Public Programs

- Programs like the low income housing tax credit (LIHTC) program, the largest producer of affordable housing in the state, don’t subsidize “workforce” housing. Many workers in the region don’t earn enough to afford the median rent or home purchase price. At the same time, they earn too much to qualify for housing that is subsidized for rent or sale to “low-income” households. And the payment-in-lieu-of-taxes (PILOT) incentive used to offset costs related to affordable rental development can’t be applied to workforce rental housing. This means there aren’t ways to offset the high development costs that lead to rents and home prices that are too high for the workforce.
- Many small towns or rural areas aren’t competitive, or even eligible, for the LIHTC program, the largest source of funding available for housing. In 2018, there were no LIHTC funds awarded to communities north of Clare. In 2019, there were two.
- Non-homestead tax rates force property owners to charge higher rents that are unaffordable to much of the workforce.

## Construction Labor Shortage

- The Home Builders Association of Michigan reports that Michigan lost 43% of its residential building workforce between 2000–2009—as many as 60,000 workers. At the same time, an aging workforce and shrinking pipeline of young people—and specifically young people planning to work in the trades—have created a construction labor shortage that is impacting the costs of construction, and creating a more competitive environment for developers that do have the capacity for projects.





# HOUSING TERMS



TERM	ROLES	WHAT INCOMES DOES IT SERVE?	ALSO KNOWN AS...
<b>Affordable Housing</b>	Housing that costs 30% or less of a household's budget.	All	Low-income housing Workforce housing Attainable housing Supportive housing
<b>Attainable Housing</b>	Homes that are deemed "affordable" to a group of people within a specified income range. Often, this term is used interchangeably with "workforce housing."	There's no "official" income level. Depending on the market, it may include incomes up to 150% of the area median income.	Affordable housing Attainable housing
<b>Low-Income Housing</b>	Rental or for-sale housing that's made affordable, through subsidies, to low- and moderate-income households. Deed restrictions or other controls limit the resale price or rent for a specified number of years. Affordability may be guaranteed for periods of time ranging from 10 years to perpetuity.	60% of area median income (rental)  80% of area median income (ownership housing)	Affordable housing
<b>Market Rate Housing</b>	Housing sold at full market value.	All	
<b>Supportive Housing</b>	A combination of housing and services that cost-effectively helps people live more stable, productive lives—especially those facing complex challenges such as homelessness or very low incomes, and/or serious, persistent issues like substance abuse or addiction, mental illness, disability, dementia, and HIV/AIDS. Supportive housing is coupled with social services like job training, life skills training, alcohol/drug abuse programs, and case management to populations in need of assistance.	Supportive housing often serves low-income households (60% AMI or less)	Affordable housing
<b>Workforce Housing</b>	Housing that's affordable to parts of the workforce earning low, moderate, and entry-level incomes such as teachers, police officers, medical technicians, construction workers, office workers, and retail and restaurant staff. Workforce housing may include both rentals and homeownership opportunities, and is generally located near employment centers. It may be either subsidized or unsubsidized.	There's no "official" income level. Depending on the market, it may include incomes up to 150% of the area median income.	Affordable housing Attainable housing

# UNDERSTANDING THE NEED

*Messages should clearly and simply outline the problem we're facing, and how it impacts the values that we share— providing opportunities for our workforce, children, and grandchildren to live ; building a stronger economy; and preserving the things we love about our communities.*

**Because of long-term trends, there is a real shortage of homes. Many middle-class workers young and old are no longer able to live in our towns and rural areas. We risk creating communities where only the wealthy can live.**

## High Demand for Homes

- A 2019 market study shows a potential demand in the region for 10,880 new rental homes, and 4,660 for-sale homes. Demand is high because the number of jobs and households in our region has been growing for years—while development has been constrained by high land values, construction costs, and tax rates; complex development processes; and public opposition.
- A 2017 Home Builders Association of Michigan report shows that new home costs are higher in the Greater Grand Traverse Area than anywhere in Michigan - with a median new home price of more than \$437,000. To qualify for a house at that price, a household would need to earn over \$116,000 per year.

## Personal & Community Impacts

- Without housing they can afford, many individuals and families are forced to live in deteriorating homes that are unsafe and unhealthy.
- Many individuals and families move farther from work and school, where long commutes result in high transportation costs. An average household in our region spends well over half their income on the combined costs of housing and transportation. When people

live farther from jobs, they can spend two-thirds or more of their income on those two costs alone.

- Long commutes create added traffic on the roads and higher public costs for services like sewer, water, and emergency response.
- Building homes in existing communities, or building in higher densities, creates the “critical mass” needed to support effective transit services and other public infrastructure.

## Economic Impacts

- Housing is an economic stimulus, creating jobs and tax revenue. Data from the National Institute of Home Builders estimates that building 100 affordable homes generates \$11. million in local income, 161 local jobs in the first year alone, and \$2.2 million in local taxes and other revenues for local governments.

## Environmental Impacts

- When we don't create homes near jobs and schools, we push development into undeveloped areas—destroying the region's natural beauty and compromising water quality and green infrastructure.
- Development outside of town results in longer commutes and increased emissions.
- Building homes on blighted or contaminated property provides important opportunities





# UNDERSTANDING THE NEED

for environmental clean-up and water protection.

## Shortages of Homes Affects Our Workforce

- Over a ten-year period, the number of people in our region between the ages of 34-54 declined by 17%, while the number of children (below age 19) dropped by 13%. At the same time, there was a 33% increase in those over aged 55, as empty nesters and retirees move into the region (*data from American Community Survey*). This long-term trend is resulting in a smaller workforce now, and shrinking our future workforce “pipeline.”
- It’s hard to recruit new families and young people back to the area when they can’t find homes they can afford. Surveys of young professionals in both Traverse City and Manistee showed that half of professionals under age 40 were thinking about, or had thought about, moving away because of housing costs.
- Retirees are making up the majority of new residents. Over the next 15 years, nationally, 87% percent of household growth will be couples without children, and 53% percent of household growth will be single individuals.
- All industries are struggling with workforce shortages. Without new residents and workers, current residents will have difficulty meeting basic needs—for health care, home improvement, and other. Waits will be longer—for everything from a restaurant table to respite care for senior citizens.
- As young families leave, school enrollment declines—leading to decreased school funding for our schools.
- Businesses increasingly report that difficulties in retaining and recruiting staff are connected to shortages of housing – and that the subsequent lack of workers is impacting their ability to maintain and grow their businesses.
- Businesses in all industries describe putting new employees up in hotels while they search for housing – and having new employees ultimately turn down job offers because they can’t find a place to live.
- A 2017 survey in Leelanau County showed that “access to housing” was considered the biggest obstacle to creating new local jobs.
- Restaurants are shortening hours, seasons, and menus; are paying overtime; closing if their chef calls in sick; and facing poorer customer service from being stretched too thin. All because they can’t find enough workers – who can’t find housing.
- The housing shortage is impacting workers at all pay scales. Hospitals struggle to recruit all kinds of health care professionals – even doctors – because there aren’t enough homes, especially rentals, available. One manufacturing company considered turning down a \$4 million dollar order because they were concerned they wouldn’t be able to house the 10-12 new workers they needed to recruit. Others report having as many as 70 unfilled positions—and attribute the openings to a lack of housing options for new workers.
- “Where are you going to live?” is one of the first interview questions employers ask potential new employees.



# WHAT'S AFFORDABLE?



How “affordable” a home is depends on how much it costs in relation to a household’s income. To categorize and determine affordability levels in the context of income, funders and others use an income measure known as “area median income” (AMI), which is the household income for a median (typical) household in the county. AMI varies not only by county but also by household size.

Public housing subsidies are often directed towards households within certain income brackets, which are categorized as low-income, very low-income, or extremely low-income, based on a comparison with the AMI. Different subsidies may be available for different income levels. Charts showing income levels by county in Northwest Lower Michigan are available online at [homesforourfuture.org](http://homesforourfuture.org).

Income Group	What housing programs may they be eligible for?	What type of household is this?	How much can they afford to spend on housing each month?
0-30% AMI Extremely low income \$0-\$19,683 family of 4 \$0-\$13,791 single person	Public housing Housing Choice Voucher CDBG* Local housing programs	People who are unable to work due to disability or age Seniors on fixed incomes Low-wage workers, including many retail, restaurant, and day care workers	\$0—\$492 family of four \$0—\$345 single person
30-50% AMI Very Low Income \$19,683-\$32,805 family of four \$13,791-\$23,214	Public housing Housing Choice Vouchers CDBG* LIHTC** Local housing programs	One person working as an home health care aide, nursing assistant, or bartender Two workers in retail, restaurant, or child care sectors	\$492-\$820 family of four \$345-\$575 single person
50-80% AMI Low Income \$32,805-\$50,885 family of four \$23,214-\$36,516 single person	CDBG* LIHTC** Local housing programs	One or two workers in entry level jobs, including EMTs, administrative assistants, and teachers	\$820-\$1,266 family of four \$575-\$887 single person
80-100% AMI Moderate income \$50,885-\$65,610 family of four \$35,516-\$46,630 single person	Local housing programs	One or two workers in entry- or mid-level jobs, including police officers, fire fighters, school teachers, and IT support personnel	\$1,266-\$1,640 family of four \$887-\$1,149 single person

\*Community Development Block Grants

\*\*Low Income Housing Tax Credit program

# WAGES & AFFORDABILITY



A home is “affordable” if it costs less than 30% of a household’s income. If households spend more than that, they’re considered “cost overburdened.” Cost-overburdened households are at greater risk of eviction, foreclosure, or homelessness, and lower-income households are more likely to be cost overburdened. State and federal guidelines define “low income households” as those earning 80% or less of the area median income (AMI), with income guidelines established and published for each county in Michigan annually by the Michigan State Housing Development Authority (MSHDA). Low-income households make up a significant and critical portion of the workforce, including workers in tourism industries, construction, child care, education, and health care. Many of these workers struggle to find homes that are affordable.

OCCUPATION	MEAN ANNUAL WAGE	AFFORDABLE RENT
Dishwashers	\$22,030	\$551
Housekeepers	\$23,130	\$578
Bartenders	\$23,900	\$598
Childcare Workers	\$24,580	\$615
Home Health Aides	\$25,950	\$649
Bank Tellers	\$27,500	\$688
Waitstaff	\$28,400	\$710
Janitors	\$28,820	\$721
Nursing Assistants	\$29,980	\$750
Phlebotomists	\$31,260	\$782
Reporters	\$31,280	\$782
EMT	\$31,880	\$797
Construction Laborers	\$33,930	\$848
Admin. Assistants	\$34,430	\$861
Dental Assistants	\$37,100	\$928
Preschool Teachers	\$37,930	\$948
Firefighters	\$40,180	\$1,005
Mechanics	\$40,650	\$1,016
Welders	\$41,210	\$1,030
Truck drivers	\$44,420	\$1,030
Protective service workers	\$45,040	\$1,126
IT Specialist	\$45,040	\$1,126
Teachers	\$47,740	\$1,194
Electricians	\$47,740	\$1,194

Source: Bureau of Labor Statistics, 2018





Housing North is a nonprofit organization formed in 2018 to build awareness, influence policy, and grow capacity and resources so communities can create housing solutions that meet their unique needs. It's governed by a ten-county Board of Directors that represent business; philanthropy; local, county, and tribal government; workforce development; and housing agencies from throughout the ten-county region of Northwest Lower Michigan.

[www.housingnorth.org](http://www.housingnorth.org)



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