



CHEBOYGAN COUNTY COMMUNITY DEVELOPMENT DEPARTMENT

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2009 Annual Planning Commission Work Plan

This work plan will be a schedule for the objectives that the Planning Commission will undertake in the coming year. The work plan provides for an efficient method of achieving the most important goals of the Planning Commission and the community. The priority projects are determined by referencing the Master Plan goals, hearing concerns from stakeholders, and monitoring the types and frequency of variances presented to the Zoning Board of Appeals and enforcement matters presented by the ordinance enforcement officer.

The projects on this work plan will take priority over other matters unless the work plan is amended by the Planning Commission.

Summary of Work Plan projects

➤ **Update the Master Plan**

The master plan must be reviewed every five years. This master plan was adopted in 2002 and must be updated. The extent of the rewrite will be determined in April of 2009 and the plan for its rewrite will be presented in May.

➤ **Update the Zoning Ordinance**

The list of zoning ordinance amendments is in order of priority. The priorities are set by evaluating variances applied for and enforcement concerns. We also evaluate community and economic development needs in the county and make the necessary changes to the zoning ordinance as appropriate to accommodate those needs.

1. Village Center rezoning

We will review the zoning language to make sure it is appropriate if applied to the areas suggested in the Master Plan. For this year, the planning commission will review the commercial centers of Topinabee and Indian River for their possible rezoning.

2. Lakefront parcel setbacks

There have been many variance applications presented to the ZBA which request relief from the setbacks in the Lake and Stream (P-LS) zoning district, specifically in the older, more historic lakefront neighborhoods. The Planning Commission will review the older, narrow lot lakefront areas and review the possibility of changing setback requirements to accommodate and preserve the older neighborhood characteristics.

3. Planned unit development (PUD) language updates
Existing PUD language is outdated. Because of the potential for PUD's to better accommodate natural resource demands on land use and to create more appropriate but flexible land use, the Planning Commission will review possible improvements to this language.
4. Camping on private property
There have been enforcement problems with camping on vacant, lakefront parcels. Language in the zoning ordinance has not been and can not feasibly be enforced as written. There is a desire to continue to allow this practice with limitations and to make the zoning ordinance enforceable on this topic.
5. Water quality protection updates
There is a need to continuously improve our water quality as demand on water resources increases. We will review possible updates to the zoning ordinance to accomplish this goal.
6. Renewable energy facility accommodations
There is growing interest in various types of renewable energy systems due to the rising cost of energy. There have been many recent innovations in the renewable energy field. Our zoning ordinance will be reviewed to consider appropriate accommodations.
7. Recycling operation accommodations
Due to a new county recycling program and more interest in recycling there is a need to appropriately accommodate recycling stations where material is collected.
8. Determination of zoning administrator
The zoning administrator is currently established by the Board of Commissioners by resolution. It is often the practice for this to be determined, along with other personnel decisions, by the county administrator. This will be presented as an idea to the Planning Commission and Board of Commissioners.
9. Setback clarifications
There is a need to clarify for the general public and to create consistency what can be constructed in a setback and what cannot. Revised language will be reviewed.
10. Shared waterfront and dock requirements, clarifications
There are many instances of unique shared waterfront throughout the county that may not be accommodated appropriately in our zoning ordinance. We will review these instances and discuss if accommodations need to be made.

- **Update by-laws for Planning Commission and ZBA**
We will review suggested updates to our by-laws for compliance with current law and for effective operation of these boards.

ON-GOING WORK

- **Follow-up on approved special use permits and site plans**
Consistent communication will be given to the Planning Commission from staff to keep the commissioners informed on the site plans that they have reviewed.
- **Existing enforcement matters**
More frequent enforcement updates will be presented to the Planning Commission and ZBA.
- **Communications with other entities (Board of Commissioners, townships, citizens, business owners, stakeholders)**
We will incorporate more communication tools such as email, website, and the press to better inform the stakeholders of Cheboygan County.
- **Planning and land use education**
We will continue to provide educational opportunities for our planning commissioners and the general public on land use.

Cheboygan County Planning Commission 2009 Work Plan

Priority Projects – The Planning Commission will play a significant role in advancing, leading, or reviewing these projects.	Preliminary Timetable
Update the Master Plan <ul style="list-style-type: none"> • Review existing plan and decide extent of update • Update demographics 	Begin April, 2009
Update Zoning Ordinance <ul style="list-style-type: none"> • Review Village Center zoning district language • Consider rezoning portions of Topinabee to Village Center • Consider rezoning portions of Indian River to Village Center • Accommodate improvements to non-conforming lakefront parcels • Planned Unit Development language updates • Camping on private property (accommodate use of vacant land) • Considerations for protecting water quality • Considerations for renewable energy facilities • Clarify recycling operations and recycling drop-off sites • Clarify how Zoning Administrator is determined • Clarify definition of setbacks • Clarify shared waterfront and dock use for larger shared waterfront (Long Point) • Clarify regulation of fences (within setback, along waterfront, etc.) • Add retail to CM zoning district • Clarify placement of air-conditioning units, fire suppression equipment, etc., in relation to the setbacks • Consider allowing SUP extensions to be completed by staff • Clarify LS zoning on the zoning maps • Clarify width of CM zoning district (600' or 660') • Clarify corner lots • Clarify subdivisions and their zoning district (map them rather than reference them) 	Begin work on top 10 revisions in April, 2009 More detail on timetable as projects get underway.
Update By Laws for Planning Commission and ZBA	April-May, 2009

Ongoing Planning Commission Work – The Planning Commission will review and provide feedback to staff.

Preliminary Timetable

Follow up on approved Special Use Permits and Site Plans	Ongoing
Existing Ordinance Enforcement Matters	Ongoing
Communications with Board of Commissioners, Townships, Citizens/business owners/stakeholders of Cheboygan County	Ongoing
Planning and Land Use Education	Ongoing