

CITY OF CHEBOYGAN PLANNING COMMISSION ANNUAL REPORT

JULY 1, 2021-JUNE 30, 2022



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TABLE OF CONTENTS

1	Introduction
2	Membership
3	Meetings
4	Site Plan Review
6	Special Use Permit
7	Zoning Land Use Permit Alley/Street Vacation
8	Other PC Activities

INTRODUCTION

The Michigan Planning Enabling Act (MPEA) allows for the establishment of local Planning Commissions, master plans, and other associated activities. The City of Cheboygan's Planning Commission is established in local ordinance Chapter 32 - City Code - Public Act 285 and consists of 7 members.

The Michigan Planning Enabling Act also requires that Planning Commissions submit an annual report to its legislative body. The report includes operations of the Planning Commission, the status of planning activities, planning, and development recommendations.

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

Michigan Planning Enabling Act

**PA 33
of 2008**

MEMBERSHIP

Planning Commission members for this reporting period were:

NAME	MEETINGS ATTENDED	MEMBER SINCE	TERM EXPIRES
James Granger Chair	6/7	08/24/2004	05/05/2025
Roger Kopernik Vice Chair	5/7	03/12/2013	10/10/2022
Linda Rogers Secretary	6/7	06/28/2018	05/10/2024
William Horntvedt ZBA Liaison	5/7	03/10/2015	05/10/2024
Christine Khan-King PC Member	5/7	07/28/2015	01/14/2023
Michael O'Brien PC Member	5/7	02/25/2020	05/05/2025
David Sullivan PC Member	2/2	03/08/2022	05/05/2025
Daniel Sabolsky City Manager Zoning Admin*	7/7	06/23/2021	NA

***City Manager/Zoning Administrator is a non voting member**

MEETINGS

The MPEA requires that local Planning Commissions meet at least four times a year. The City of Cheboygan Planning Commission meets on the 3rd Monday of the month at 7 pm and held 7 meetings from July 1, 2021 to June 30, 2022. Meeting minutes can be accessed on the City of Cheboygan website.

A summary of meeting activity is below:

MEETING DATE	MEETING SUMMARY
AUGUST 16, 2021	<ul style="list-style-type: none"> • Welcome new City Manager/Zoning Administrator Daniel Sabolsky to the City of Cheboygan • Site Plan Review for 674 Court Street
SEPTEMBER 20, 2021	<ul style="list-style-type: none"> • Site Plan Review for 1020 South Main Street • Discussion on alley/street vacation process
OCTOBER 18, 2021	<ul style="list-style-type: none"> • Site Plan Review for 600 MM Riggs Drive • Site Plan Review/Special Use for 428 Garfield Avenue • Site Plan Review for 399 Riggs Drive
NOVEMBER 15, 2021	<ul style="list-style-type: none"> • Street/alley vacation request of Antoine Street • Discussion on Mobile Food Truck Ordinances
DECEMBER 20, 2021	<ul style="list-style-type: none"> • Site Plan Review for 601 MM Riggs Drive
MARCH 28, 2022*	<ul style="list-style-type: none"> • Site Plan Review/Reuse Overlay for 610 Cuyler Street • Site Plan Review for 629 North Main Street • Site Plan Review for 306 North Main Street • Discussion on Zoning Ordinance Amendments regarding Storage Building Sites in Waterfront Marina Zoning and Medical/Recreational Marijuana
APRIL 18, 2022	<ul style="list-style-type: none"> • Site Plan Review/Reuse Overlay for 610 Cuyler Street • Site Plan Review/Special Use Request for 753 North Main Street

*Denotes a Special Meeting

SITE PLAN REVIEW

Site plan review is a role of the Planning Commission and helps ensure that new development in the City of Cheboygan aligns with the zoning ordinance requirements. Prior to Planning Commission review, City Hall staff will conduct an internal review process as well.

During this reporting period, The Planning Commission made recommendations to City Council on Site Plan Reviews.

LOCATION	DESCRIPTION	PLANNING COMM. RECOMENDATION
<p>Church of the Nazarene/ The Lord's Kitchen 674 Court Street</p>	<p>New building</p>	<p>Recommended to City Council with conditions Approved by City Council</p>
<p>McDonald's USA, LLC 1020 South Main Street</p>	<p>Complete rebuild of McDonald's building</p>	<p>Recommended to City Council with conditions Approved by City Council</p>
<p>Mullet Lake Property Holdings, LLC 600 MM Riggs</p>	<p>Growth facility</p>	<p>Recommended to City Council with conditions Approved by City Council</p>
<p>Harvest Energy Solutions, LLC 428 Garfield Ave</p>	<p>Solar arrays at East Side Elementary School</p>	<p>Recommended to City Council with conditions Approved by City Council</p>

<p>JTY Realty, LLC/Northern Michigan Engineering 399 Riggs Drive</p>	<p>Grow facility and a cold storage building</p>	<p>Recommended to City Council with conditions Approved by City Council</p>
<p>Straits Leasing, LLC 601 MM Riggs Drive</p>	<p>Processing facility</p>	<p>Recommended to City Council with conditions Approved by City Council</p>
<p>V Enterprises Inc, 610 Cuyler Street</p>	<p>Event and community center</p>	<p>Recommended to City Council with conditions Approved by City Council</p>
<p>Ryba Marine, 629 North Main Street</p>	<p>New commercial building for metal fabrication</p>	<p>Recommended to City Council with conditions Approved by City Council</p>
<p>WB Vacation Properties, 753 North Main Street</p>	<p>Turn one family unit residence into two for long term rentals</p>	<p>Recommended to City Council with conditions Approved by City Council</p>

SPECIAL USE PERMIT

A special use permit are required when the development has unique characteristics that require specific consideration in relation to the welfare of adjacent properties and the community as a whole. Special use permits require public notice and a public hearing.

For this reporting period Planning Commission gave their recommendations on two special use permit applications.

REQUESTED BY	DESCRIPTION/ ZONING DISTRICT	PLANNING COMM. RECOMENDATION
<p>Harvest Energy Solutions, LLC 428 Garfield Ave</p>	<p>Solar array panels to be placed at East Side Elementary School</p> <p>R-1 One Family Residential</p>	<p>Recommended to City Council</p> <p>Approved by City Council after holding a public hearing on November 9, 2021</p>
<p>WB Vacation Properties, 753 North Main Street</p>	<p>Turn one family unit residence into two for long term rentals</p> <p>B-3 General Business</p>	<p>Recommended to City Council</p> <p>Approved by City Council after holding a public hearing on May 10, 2022</p>

ZONING LAND USE PERMIT

Planning Commission during this reporting period made one zoning land use permit recommendation to City Council.

REQUESTED BY	DESCRIPTION	PLANNING COMM. RECOMENDATION
1123 Marina Drive	Storage building on a lot with no primary dwelling	Recommended to City Council Approved by City Council

ALLEY/STREET VACATION

Planning Commission reviewed and made a recommendation on one alley/street vacation request for this reporting period. Alley/street vacation requests do require public notice and a public hearing. It should be noted that in 2019 Council held a public hearing and approved this alley/street vacation request however policy was not followed and there was not enough public notice given.

REQUESTED BY	DESCRIPTION	PLANNING COMM. RECOMENDATION
Tom Bishop	Vacate a Portion of an Alley (now known as Antoine Street) between Block 3 and Block 7 of McArthur Smith & Comps, First Addition to Cheboygan Village	Recommended to City Council Approved by City Council after holding a public hearing on December 14, 2021

OTHER PC ACTIVITIES

Ordinances (Development and/or Amendments)

- None for this reporting period

Conditional Rezoning

- None for this reporting period

Zoning Board of Appeals (ZBA)

- ZBA did not meet during this reporting period

Rezoning

- None for this reporting period