

Ontonagon



Harbor Town

Gateway to the Porcupine Mountains

Village of Ontonagon-

Annual Report 2022

Planning Commission & Zoning Administrator

Table of Contents

1.0	<i>Introduction.....</i>	3
2.0	<i>Membership.....</i>	3
3.0	<i>Meetings.....</i>	3
4.0	<i>Responsibility.....</i>	4
5.0	<i>Planning Commission Activity in 2022</i>	
5.1	<i>Master Plan Update</i>	
5.2	<i>Site Plan Reviews</i>	
5.3	<i>Special Use Permits</i>	
5.4	<i>Zoning Amendments</i>	
6.0	<i>Zoning Permit and Violation Activity in 2022-2023</i>	
7.0	<i>Zoning Board of Appeals Activity in 2022-2023</i>	
8.0	<i>Training</i>	
9.0	<i>Planning Commission Goals 2023</i>	

1.0 Introduction

The Village of Ontonagon Planning Commission functions under and has their powers and duties set forth by the Michigan Enabling Act (PA 33 of 2008) and the Michigan Zoning Enabling Act (PA 110 of 2006). The Michigan Planning Enabling Act (MPEA) provides for the creation, organization, powers and duties of Planning Commissions. The Michigan Zoning Enabling Act (MZEA) provides for the adoption of zoning ordinances and the establishment of zoning districts and prescribes powers and duties of certain officials including the Planning Commission.

Section 19 of the MPEA (MCL 125.3819) requires the Village of Ontonagon Planning Commission to make an annual written report to the Village Council. This report is to provide the Board with a summary and status of planning Activities over the past year.

2.0 Membership

The MPEA states that the membership of the Planning Commission shall be representative of important segments of the community, such as the economic, governmental, educational, and social development of the local unit of government, in accordance with the major interests as they exist in the local unit of government, such as agriculture, natural resources, recreation, education, public health, government, transportation, industry, and commerce. The membership shall also be representative of the entire geography of the local unit of government to the extent practicable.

In 2022, the Planning Commission’s Membership was as follows:

William (Bill) Johnson, Chair
Debra Seid, VC Trustee
John Hamm
Dorothy Sharkey
Daniel Szymanski

3.0 Meetings

The Planning Commission Meetings took place on the Third Wednesday of each month at 3:30 p.m. in the Village Council Chambers at 315 Quartz Street. In 2022-2023, the Planning Commission met in every month with the exception of January, February, June and November. The Commission held one (1) special meetings in 2022 (April). In 2023, the commission will

continue to meet on the Third Wednesday of each month at 3:30 p.m. All meetings are held in compliance with the Open Meetings Act (PA 267 of 1976).

- The Planning Commission held (10) regular meeting(s) and (1) special meeting(s) between April 1, 2022 and March 31, 2023.

4.0 Responsibilities

The Planning Commission's basic duties and responsibilities include the following:

- Perform Site Plan Reviews as required in the Zoning Ordinance.
- Conduct public hearings on and make decisions on Special Use Permit requests as specified in the Zoning Ordinance.
- Conduct public hearings on and make recommendations to the Board of Commissioners on Zoning Ordinance Text Amendments in accordance with the MZEA, Village of Ontonagon Hybrid Zoning Ordinance and the Village of Ontonagon Master Plan.
- Conduct public hearings on and make recommendations to the Board of Commissioners on rezoning requests (Zoning Map Amendments) in accordance with the MZEA, Village of Ontonagon Hybrid Zoning Ordinance and the Village of Ontonagon Master Plan.
- Update and maintain the Village of Ontonagon Master Plan in accordance with the MPEA.
- Review and comment on any proposed Master Plans or Master Plan amendments for any community within or adjacent to the Village of Ontonagon as required by the MPEA.

5.0 Planning Commission Activity in 2022

The Planning Commission continued to be active this past year and strived to meet their goals. Most of the year was spent working on the Master Plan. Kori Weisinger was appointed as the Zoning Administrator and took the Master Citizens Planner course through Michigan State University (MSU) Extension over the fall of 2021 as an entrance course into the Zoning Administrator Certificate (ZAC) Program through MSU as well. With the items learned through both programs, it resulted in an overhaul of forms that we previously had that needed to be updated and forms that we had never used to be created. We are now much more thorough with the zoning application process which helps the planning commission make more knowledgeable decisions.

5.1 Master Plan Update

The Commission completed the Master Plan (2023-2028) for the vision of the Village of Ontonagon with the help of North of 45 (Patrick Coleman) hired to assist. The village received a grant from the Department of Treasury with MEDC covering the matching funds. The Master Plan was approved on February 1, 2023. It is available on the Village's website for anyone to view.

5.2 Site Plan Reviews

The Planning Commission/Zoning Administrator approved (11) zoning permits. (3) Sign Permits, (7) Building/Restoration permits and (1) parking lot permit.

There have been discussions regarding the Aspirus Hospital Demolition and rebuild but no action has been taken at this time.

5.3 Special Use Permits

No special use permits were granted or applied for this year.

5.4 Zoning Amendment

There were no zoning amendments made this year.

6.0 Zoning Permit and Violation Activity in 2022-2023

N/A

7.0 Zoning Board of Appeals Activity 2022-2023

N/A

8.0 Training

Zoning Administrator completed the following Certificate courses over the 2021-2022 year:

Citizens Planner – 24 online courses completed October 22, 2021

Michigan Association of Planning – 2 courses completed February 24, 2022

Master Citizens Planner – Completed December 20, 2022

Zoning Administrator Certificate – 3 8 hour courses completed March 23, 2022

9.0 Planning Commission Goals

This upcoming year, the commission plans to work towards becoming fully certified with Redevelopment Ready Communities (RRC), updating our ordinances and looking at fixing our housing issues within the Village of Ontonagon.