

CITY OF VASSAR PLANNING COMMISSION ANNUAL REPORT

July 2017 – June 2018

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The City of Vassar Planning Commission is made up of nine members. They regularly meet on the third Monday of the month at 6:30 pm in the Council Chambers at City Hall located at 287 East Huron Ave. A typical meeting consists of review of the previous meetings minutes, public hearings, new or old business, any communications, and reports from staff regarding development or any programs the City is involved, and finally a call to the public, and member's comments.

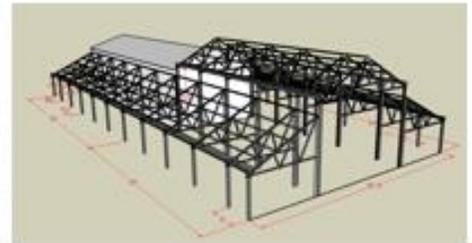


Current Planning Commission Members include;

- Gary Kasper, Chairman
- Buryl Binder
- Pamela Stillwell-Binder
- Ian Rudnick
- Jennifer Miller
- Melissa Armstrong
- Michael Damm, Council Liaison
- Brian Chapman, Zoning Administrator



*At the time of this report the Board currently had 3 vacancies.



Planning Commission Meeting Dates and Topics of Interest:

August 21st, 2017 – The Planning Commission held two public hearings regarding changes to the Zoning Chapter to make permissible facilities identified under the MMFLA. These public hearings were part of work that started in the previous fiscal year. During both public hearings, no residents spoke in favor of or against the proposed ordinance amendments. The Planning Commission unanimously voted to recommend both amendments to City Council for adoption.

September 18th, 2017 – The City Manager presented a proposed policy for the 6-year capital improvements program. The policy, which is a requirement for the MEDC's RRC program, stipulates the process and criteria used to develop and rank projects for the CIP. The policy also establishes a Useful Life Policy to be used in assessing buildings, vehicles, machinery, and infrastructure. The Planning Commission unanimously voted to recommend the policy to City Council for adoption.

November 20th, 2017 – The Planning Commission reviewed the work plan and timeline for the Zoning Chapter rewrite.

January 15th, 2018 – Planning Commission reviewed the proposed City Budget Timeline in anticipation of their role in adopting the annual Capital Improvements Plan (CIP) Planning Commission Members also reviewed and discussed the report of findings by the City's Zoning/Planning Consultants, CIB Planning, regarding the Zoning Audit.

February 26th, 2018 – Planning Commission adopts Capital Improvement Plan (CIP) for Fiscal Year 2018-2019. The CIP covers six years or projects and funding sources as required by the Michigan Planning and Enabling Act. Current and subsequent years CIP information can be found at <http://www.cityofvassar.org/234/Vassar-Citizens-Financial-Guide>.

June 18th, 2018 - The Planning Commission reviewed and unanimously approved a site plan for new construction on Enterprise Drive in the City's Industrial Park. The group also reviewed a preliminary draft of a Conditional Rezoning Agreement for 328 Prospect St.

June 25th, 2018 – The Planning Commission held a special meeting to conduct a public hearing regarding the proposed Conditional Rezoning Agreement.



Major Projects and Undertakings

Redevelopment Ready Communities

Redevelopment Ready Communities® (RRC) is a certification program supporting community revitalization and the attraction and retention of businesses, entrepreneurs and talent throughout Michigan. RRC promotes communities to be development ready and competitive in today's economy by actively engaging stakeholders and proactively planning for the future—making them more attractive for projects that create places where people want to live, work and invest. The City of Vassar is currently an engaged community working through a series of projects to earn the designation of Certified Redevelopment Ready Community.

Zoning Ordinance Rewrite

As part of the RRC process, several sections of the Zoning Chapter are required to be updated to reflect best practices. To assist with this, the MEDC has contributed a matching grant to the City to fund consultants from CIB Planning to lead the City through the update process. This project is currently ongoing and should be wrapped up during the 2018-2019 fiscal year.

Zoning Permits

Below is a summary of zoning permits that have been issued during calendar years 2014, 2015, 2016, and 2017.

ZONING ACTIVITY

■ Zoning Permits ■ Stormwater Inspections ■ Sign Permits ■ Driveway/Culvert Permits

