



Village of Peck

Planning Commission

Annual Report 2022

Submitted April 19, 2023

## 1. Introduction:

- The Planning Commission is an administrative body comprised of the village council members. The Planning Commission (PC) hold quarterly meetings on the third Wednesday of the month. The Planning Commission is tasked with reviewing applications for site plan review, special land uses, planned unit developments, and rezonings. The PC also is required to hold necessary public hearings for zoning text amendments and is entrusted to incorporate the application of policies initiated in the Village Master Plan while reviewing development decisions.

## 2. Purpose of the Annual Report:

- The Michigan Planning Enabling Act contains language of the requirement of the Planning Commission to prepare an annual report to the Village Council:  
“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.”
- Increases information-sharing between staff, boards, commission, and the governing body
- Allows for anticipation of upcoming issues and priorities, to prepare and budget.
- The Village staff would like to thank all members of the Planning Commission for their hard work and dedication to the Village. The Planning Commission has been tasked with some very difficult issues in 2022 and has done a remarkable job.

## 3. Membership

Planning commission member	Term expiration
Carie Bennett	
Mike MacMillan	
Andrew Warren	
David Tyler	
Phornsie Warren	
Jason Fretenborough	
Craig Wissel	
Henry Garner	

## 4. Meetings *(MPEA requires four meetings annually)*

- The Village of Peck planning commission met three (3) times in 2022. This didn't meet the requirements of the MPEA. However, there was nothing for the agenda in the fourth quarter.

#### **5. Master plan review:**

- There was no review to the Master Plan in 2022.

#### **6. Zoning ordinance amendments:**

- The entire zoning ordinance book was reviewed by the committee. The new ordinance book was completed and voted to become effective May 1, 2023.

**7. Development reviews:**

Project type	Location	Description	Status	Recommendation to legislative body	Date of action

**8. Variances** *(Review actions taken by the Board of Zoning Appeals; request summary from BZA)*

Variance type	Location	Description	Status	Recommendation to legislative body	Date of action

**9. Actions by legislative body:**

- The Village Council approved the submitted updates to the zoning ordinance.

## 10. Zoning map:

- New maps and GIS updated to be effective May 1, 2023

## 11. Trainings attended

Topic /description	Date
Constitutional Limitations on Planning & Zoning	07/22
How Does Zoning Work	08/22
The Site Plan	08/22
Overview of the Zoning Process	08/22
Nuts & Bolts: Clean Energy in Master Plans	07/22
Nuts & Bolts: Zoning Districts & Structure for Solar	07/22
Nuts & Bolts: Rooftop Solar	07/22
Nuts & Bolts: Ground-Mounted Accessory	07/22
Nuts & Bolts: Solar on Agricultural Lan	08/22
MAP: Zoning Administration workshop	03/22
MAP: Zoning A to Z	03/22
MAP: ZBA Workshop	03/22
MAP: Renewable Energy Academy	06/22
Planning & Zoning for Solar Energy Systems	06/22
Intro to Planning	06/22
Planning Official Ethics 101	06/22
What is a Comprehensive Plan	06/22
Overview of the Planning Process	06/22
Working with the Public	07/22
Basic Legal Framework for Planning Officials	07/22
Map's Housing in 4 Parts: Master Planning for Housing	01/23
Map's Housing in 4 Parts: Zoning Reform for Housing	01/23
Map's Housing in 4 Parts: Stand By Your Plan	02/23
Map's Housing in 4 Parts:	02/23

Potential training topics in the upcoming year, based on goals and priorities

Topic /description
Recreational Marijuana – process for opting in
Planning commission courses

## 12. Joint meetings:

- There were no joint meetings in 2022.

## 13. Notable items:

- Staff is working on new applications that will hopefully streamline things.
- Staff is also working on updating bylaws
- RRC requests that we change to a 5 member PC and the ZBA be made up of 3 council members.

Permit Type	Year		
	2020	2021	2022
New Buildings		3	3
Additions		1	2
Accessory Structures		3	3
New Commercial		0	0
New Industrial		0	0
Structures Repaired (window, door, siding, roof)		19	16
Pools		0	1
Decks		4	4
Fences		6	8
Permits Renewed/Other		0	0
Home Occupations		0	0
Demolition Permits		2	1
Sign Permits		1	1
Right-of-Way Permits		1	5
Driveways		3	2
Rezoning		1	0
<b>Total</b>		44	46

## 2022 Code Enforcement Activity

Total Cases	Letters Mailed	Citations Issued	Stop Work Orders
154	176	2	0

The most common code violations included blight, unregistered vehicles, and grass height over 6 inches.