

Planning Commission
Regular Meeting

July 19, 2023
6:30PM

Big Rapids City Hall
226 N Michigan Ave

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes
 - a. June 21, 2023
5. Public Comment Unrelated to Items on the Agenda
6. Public Hearing
 - a. Request from Duncan Klussmann to rezone 910 Maple Street (17-11-456-007) from I (Industrial) to C-2 (Commercial).
7. General Business
 - a. Planning Commission Education Packet
8. Unscheduled Business
9. Adjourn

CITY OF BIG RAPIDS
PLANNING COMMISSION MINUTES
June 21, 2023
Unapproved

Chair Montgomery called the June 21, 2023 of the Planning Commission, to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE

PRESENT Rory Ruddick, Tim Vogel, Kate McLeod, Jacob Buse, and Sarah Montgomery

EXCUSED Natalie Schwettman

ABSENT None

ALSO PRESENT Michelle Stenger, Community Development Director
Joey Walker, Planning & Zoning Technician

There were 28 members of the public in attendance.

APPROVAL OF MINUTES

Motion was made by Tim Vogel seconded by Rory Ruddick, to approve the minutes of the May 17, 2023, meeting of the Planning Commission as presented with one correction:

- Commissioner Vogel pointed out that Chair Montgomery was referred to as “Acting” Chair, this was corrected.

Motion was passed with all in favor.

PUBLIC COMMENT NOT RELATED TO ITEMS ON THE AGENDA

PUBLIC HEARINGS

Recommendation to the City Commission on request from Mission Energy Partners to rezone 1107 Colburn Ave from R-1 to R-3 to allow multi-family use.

The Public Hearing was opened at 6:34 p.m.

Those Who Spoke in Favor of the Request:

- The applicant, Andrew Breyer, was in attendance and spoke to the target market and scope of the project. Breyer said the goal was 30 units of primarily one and two bedroom apartments meant to meet the demand of the area and increased future demand from the proposed Gotion plant. Breyer also answered some of the concerns brought up by those opposed to the project. Breyer said the project was economically focused on market rate rents, and that he was open to applying for missing middle housing grants. Breyer also spoke briefly to the contamination concerns but noted that environmental remediation would come later in the development process. Breyer mentioned it was a goal to beautify the street corner on the site and to provide some sound dampening for the neighbors.

Those Who Spoke in Opposition of the Request:

- Ruth York of 217 Sanborn, Big Rapids, voiced her concerns about problems she has had with flooding in her neighboring multi-family property at 901 Colburn. She said this issue has to do with the city drains, and she was concerned about how this property might affect the problem.
- Barb Burhans resident of Big Rapids was worried about the affect on traffic in the area.
- Ed Deming resident of 223 S Dekraft, Big Rapids, spoke to his concern with vetting potential renters, and contamination of the site from a previously existing fuel oil tank.
- Matt Smith resident of 1108 Colburn, Big Rapids, asked if the applicant was going to compensate residents of the neighborhood for their proximity to the proposed apartments.
- Dave Kaufman resident of 221 S Dekraft, Big Rapids, is concerned about the noise caused by the new development.
- Tina Kaufman resident of of 221 S Dekraft, Big Rapids, stated she was worried about what kind of renters might end up in the apartments if the Gotion plant project did not go through. Kaufman wanted to know if low-income housing was being considered and stated that she might have to leave the area if the project were to go through.
- Robert Damoth resident of 229 S Dekraft, Big Rapids, spoke about his experience living in apartment complexes and was worried about the activities and noise the complex might bring to the area. Damoth stated that he believed the project would drive away the current residents in the neighborhood.

Telephonic or Written Correspondence Received by Staff: None

Chair Montgomery closed the Public Hearing at 6:56 p.m. and the Commission entered into Fact Finding

The conversation ensued over the following topics:

- Buse confirmed the applicant was the current owner of the site.
- Ruddick asked if the applicant had a site plan yet, the applicant did not.
- Community Development Director Stenger explained the full approval process and the information needed at this stage.
- Buse asked if a special use permit would be more appropriate, Stenger explained that the project was not allowed as a special use in R-1 zoning districts.
- Vogel asked the applicant about his experience in development, the applicant explained this was his first multi-family residential project, but that he had developed many renewable energy projects and commercial real estate projects. Vogel asked the applicant what the value of the property was as is, and what it would be if rezoned. The applicant said he thought the value would up if rezoned. Vogel then asked Stenger if the rezone was permanent if the project wasn't to go through, Stenger affirmed that it was. When Vogel asked about the plan for 3-bedroom apartments the applicant responded that while this was an option, the main intent was for 1- and 2-bedroom units.
- Montgomery praised the Big Rapids police department and cited the city noise ordinance in response to some of the public's concerns. She agreed on the concerns about traffic around the project.
- Buse stated he saw the potential rezoning as a case of spot zoning, and that he didn't think the new use would be conducive to the surrounding area. He acknowledged the need for housing but didn't think it was right for the area.
- Vogel mentioned that the neighborhood had long struggled to obtain and keep the R-1 status, and that he was sympathetic to that cause.
- Ruddick agreed with Vogel and referred to the rezone request as "classic spot zoning."
- McLeod agreed with the other commissioners.

Motion was made by Jacob Buse seconded by Rory Ruddick to recommend denial of the request from Mission Energy Partners to rezone 1107 Colburn Ave from R-1 to R-3 to allow multi-family use.

The motion passed with all in favor.

Site Plan Review Application for Our Brother's Keeper new building at 505 S 3rd Ave.

The Public Hearing was opened at 7:14 p.m.

Those Who Spoke in Favor of the Request:

- Scott Kleinsorge of DK Design Group, speaking as a representative for Our Brother's Keeper spoke about the details of the project and an openness to community input.
- Ron McKean, President of Our Brother's Keeper spoke about the scope of the shelter's operations and their need to expand.
- Nicole Alexander, Executive Director of Our Brother's Keeper, addressed some of the concerns with behavior but said this was a reason for expansion so that more could stay in the shelter. She also briefly described some of the shelter's efforts towards improving on behavior.
- Dolores Horan of 504 Rust Ave, Big Rapids, spoke at length to the history of OBK and the struggles that its residents have faced.

Those Who Spoke in Opposition of the Request:

- Ruth York of 217 Sanborn, Big Rapids, spoke to her troubles with what she says are residents of the shelter using her laundry facilities for warmth and leaving waste and trash in them. York remarked that the police are slow or unwilling to respond to her complaints. York asked that the shelter address these behavioral issues.

Telephonic or Written Correspondence Received by Staff: Staff received 4 letters in support of the expansion.

Chair Montgomery closed the Public Hearing at 7:34 p.m. and the Commission entered into Fact Finding

The conversation ensued over the following topics:

- Buse acknowledged the concerns regarding behavior and the connection between policing these issues and how OBK received their funding. Buse hoped the expansion would help ease some of these issues, and pointed out problems he thought still needed addressing.
- McLeod said she thought the expansion would be able to help ease the issues. She spoke to her own experience with less fortunate families and said the community needed to give them the tools to be more successful.
- Ruddick acknowledged the issues but pointed out he lived very close to the facility and had never had negative interactions with its residents. Ruddick spoke to the importance to be able to help those with mental health issues and other struggles, and said he saw it as a need for the community.
- Vogel said he liked the location of the new shelter and asked if they would continue to use their previous building. The applicants explained the current building was being rented, and they likely wouldn't keep renting it. Vogel then asked about the current capacity compared to the new facility, which the applicants explained.
- Vogel asked about the funding and whether the applicant was currently ready to build, and after the applicant explained their funding process, Vogel asked about the time limit on the approval before construction which Community Development Director Stenger explained was 12 months.
- Vogel, referencing communication from Big Rapids Public Safety regarding fencing and whether the City of Big Rapids would be expanding the sidewalk up to the facility, which City Manager Gifford confirmed it would.
- The Board and Community Development Director Stenger clarified where and what fencing was to be requested in the stipulations for approval.

The motion was made by Kate McLeod and seconded by Rory Ruddick to approve the Site Plan for Our Brother's Keeper as presented with the condition to add fencing as discussed.

The motion passed with all in favor.

Site Plan Amendment Application for an industrial addition for Big Rapids Products at 525, 535, 625 DeKraft Ave

The Public Hearing was opened at 8:04 p.m.

Those Who Spoke in Favor of the Request:

- David Moore, general contractor for the project, explained that his clients were unhappy with the original placement of the retention ponds in the plans, hence the amendment.

Those Who Spoke in Opposition of the Request:

- Barb Berhans, resident of Big Rapids was concerned about the placement of parking on the site and the already present difficulties with traffic.
- Rosemary Jennings, Resident of Big Rapids and owner of the neighboring trailer park, spoke to several concerns with both the old and new versions of the plans. Her concerns included the depiction of trees on her property in the plans, mosquitoes and snakes being attracted by the ditch, the fact that they had already began excavation of the site, and what she saw as discrepancies in the plans.

Telephonic or Written Correspondence Received by Staff: None

Chair Montgomery closed the Public Hearing at 8:29 p.m. and the Commission entered into Fact Finding

The conversation ensued over the following topics:

- Montgomery in response to concerns about mosquitoes and the water levels noted that it was already addressed and confirmed that it would be very rare for standing water to be in the retention ponds.
- Buse asked about the excavation underway, which the applicant confirmed was previously approved work.
- Vogel asked why the retention pond couldn't be moved to along Milton. The applicant explained this was to leave room for future expansion if needed.
- Vogel asked about ordinances requiring fences around the retention pond for safety, which Vogel suggested should be a condition of approval. The applicant said they were willing to make this addition.

- Montgomery said she wishes Big Rapids Products was not located where it is as it brings a contentious nature to them doing their business. She acknowledged however that it was not possible to move it, and agreed with the other commissioners that she did not have issues with the amendment.

The motion was made by Jacob Buse and seconded by Tim Vogel to approve the Site Plan Amendment for Big Rapids Products at 525, 535, 625 DeKraft Ave as presented with the condition to add fencing as discussed.

The motion passed with all in favor.

GENERAL BUSINESS

None Discussed.

UNSCHEDULED BUSINESS

There being no further business, Chair Montgomery adjourned the meeting at 8:44 p.m. with all in favor.

Respectfully submitted,

Joey Walker
Planning & Zoning Technician and Planning Commission Secretary



City of Big Rapids

Department of Neighborhood Services Application to Planning Commission for Zoning Request

Phone: (231) 592-4035

Website: www.ci.big-rapids.mi.us

The City of Big Rapids Planning Commission meets in a regular session on the third Wednesday of each month at 6:30 p.m. at City Hall, 226 N. Michigan Avenue, Big Rapids MI.

Materials related to requests for Commission action, including any required fees, must be filed with the Neighborhood Services Department.

Filing requests which are not complete or which are not filed by the meeting deadline, as determined by the Neighborhood Services Department, will not be placed on the agenda of the respective Commission meeting, nor will they be considered at the respective Commission meeting.

Applicant attendance is required at the public hearing, be prepared to speak on your behalf. Please note: The Planning Commission makes a decision based on your application and information you have supplied based on criteria in the Big Rapids Zoning Ordinance.

Filing Deadlines are established at **21 calendar days** prior to the Commission meetings:

| Filing Deadline | | Meeting Date | |
|-----------------|----------|--------------|----------|
| December | 29, 2022 | January | 18, 2023 |
| January | 26, 2023 | February | 15, 2023 |
| February | 23, 2023 | March | 15, 2023 |
| March | 30, 2023 | April | 19, 2023 |
| April | 27, 2023 | May | 17, 2023 |
| May | 31, 2023 | June | 21, 2023 |
| June | 29, 2023 | July | 19, 2023 |
| July | 27, 2023 | August | 16, 2023 |
| August | 31, 2023 | September | 20, 2023 |
| September | 28, 2023 | October | 18, 2023 |
| October | 26, 2023 | November | 15, 2023 |
| November | 30, 2023 | December | 20, 2023 |
| December | 28, 2023 | January | 17, 2024 |



City of Big Rapids

Department of Neighborhood Services Application to the Planning Commission for Zoning Request

Application Date: June 09, 2023

Applicant Information:

| | | | |
|----------------------------------|--|-------------------------|------------|
| Name: | Duncan Klussmann | | |
| Address: | 202 Stimson, Cadillac, MI 49601 | | |
| Phone Number: | 281.726.1158 | Property Zoning: | industrial |
| Request Property Address: | 910 Maple Street | | |
| Explanation of Request: | I would like to rezone the property from industrial to commercial. | | |

Please check one of the following:

- ☐ Conditional Use Permit, Please include the following information
1. A legal description of the property.
 2. Twelve (12) copies of a site plan meeting the requirements of Section 9.4 of the Big Rapid Zoning Ordinance as amended.
 3. A written description of the use.
 4. Address use standards set forth in Section 10.3:8.
 5. \$200.00 Application Fee
- ☒ Zoning Amendment Review, Please include the following information:
- ☒ Rezoning
1. A legal description of the property.
 2. A written description of reasons for rezoning and proposed new zoning classification.
 3. Address the requirements set forth in Section 14.2:4. (posting of notification)
 4. A location map.
 5. \$200.00 Application Fee
- ☐ Text or Map Amendment
1. A written description of proposed changes and reasons why.
 2. In the case of a text amendment, proposed new text shall be submitted.
 3. In the case of a map amendment, proposed new map shall be submitted.
 4. Address the requirements set forth in Section 14.2:2.
 5. \$200.00 Application Fee

eSigned via SeamlessDocs.com

Key: 10e77fd834513e64a4a1826a17d0789b
Signature of applicant or property owner

06-09-2023
(Date)

STAFF REPORT TO THE PLANNING COMMISSION

TO: Planning Commission

FROM: Michelle Stenger, Community Development Director

SUBJECT: Rezoning of 910 Maple St from I to C-2

DATE: July 19, 2023

Introduction

The property at 910 Maple St (PIN 17-11-456-007) is zoned I, Industrial and currently has the historic depot building on it. The parcel is bordered by Maple Street to the north, the City's Depot Trail Park to the south, the White Pine Trail to the east, and a vacant structure to the west.

The applicant Duncan & Marissa Klussmann are requesting to rezone the property to C-2 to use the structure for commercial uses. At this time there is no proposed use indicated, but the site will be restricted in use by the size of the property, building and parking area. Once the applicant determines the use of the building it would be required to come before the Planning Commission again for site plan review.

History of the Property

The Depot property has some unique history that could be a considering factor in the request. In property had been owned and "maintained" for a number of years by the Department of Natural Resources. In the fall of 2021, the owners bought it from the DNR through an auction. Since that time the owner has put effort into doing maintenance work on the building before it became to the point beyond saving. Now that the building is in a more stable condition the owner is seeking to develop the property into usable space.

The City has recently applied for a grant to allow for the redevelopment of Depot Trail Head Park which is located to the south of the proposed property and once was linked with the property in question.

Rezoning Process and Procedure

The issue on the table is to consider rezoning this site from Industrial to C-2, Commercial. A rezoning, also called a Map Amendment, is a request to change the zoning of a property from one type to another type to permit a different array of uses on the site.

The purpose of the Industrial zoning is to establish a zone where designated trades and light industries may locate, which produces a minimum amount of adverse effect upon surrounding premises of a higher use classification, and which provides for more uniform and higher quality industrial land use. It is not intended to permit any residential or commercial development except as authorized by the ordinance.

The C-2 Commercial District is established to provide areas of high concentrations of pedestrian-oriented retail activities. Desired development includes commercial uses accompanied by off-street parking. It is not intended to permit to permit industrial uses or commercial uses requiring vehicular movement except as authorized by this Ordinance.

The process of rezoning a property is circumscribed by the Zoning Ordinance in section 14.2. All Rezoning Applications require a Public Hearing. Any feedback received by staff will be

shared with the Planning Commission during the meeting.

Standards for Zoning Amendment Review

Section 14.2:4 of the Zoning Ordinance clearly lays out a series of standards for Zoning Amendment Review, stating as follows:

The Planning Commission and City Commission shall consider the request for an amendment to the Zoning Ordinance in accordance with the following standards:

- (1) The use requested shall be consistent with and promote the intent and purpose of this Ordinance.
- (2) The proposed use will ensure that the land use or activity authorized shall be compatible with adjacent land uses, the natural environment, and the capabilities of public services affected by the proposed land use.
- (3) The land use sought is consistent with the public health, safety, and welfare of the City of Big Rapids.
- (4) The proposed use is consistent with the City Master Plan or a determination that the plan is not applicable due to a mistake in the plan, changes in relevant conditions, or changes in relevant plan policies.

Planning Commissioners are encouraged to review the Application against the Standards in Section 14.2:4 to decide if they find it meets or fails to meet them. The attached maps and pictures are intended to provide context to assist the Commissioners in evaluating the request according to these standards.

In the case of 910 Maple Street, one could make the argument that this request is consistent with the ordinance for the following reasons:

- The surrounding zoning is a mixture of use with both industrial and commercial on neighboring properties.
- Although C-2 zoning is typically thought of as downtown business zoning, the size of the site and location along the trail and by a park lends itself to more of the uses that are listed in C-2 than larger uses in the C-3 district.
- The C-2 zoning will still promote the main strip of Maple as being used for commercial uses.
- The Future Land
- The Future Land Use map in the Master Plan shows this parcel being used for park land. At the time the Master Plan was written the property was owned by the Department of Natural Resources. The City had been discussion in purchasing the property off and on over the years. The area near the site is indicated as being commercial on the Future Land Use Map.
- The owner has indicated through discussion with Staff that the interest is putting a commercial use there that would compliment the City park located directly to the south of the property and the White Pine Trail.

One could argue, however, that the rezoning is not considered consistent with the ordinance for the following reasons:

- The surrounding uses are zoned C-3 and not C-2.

Further Consideration – Is this spot zoning?

One further consideration is that approval of the request could be considered spot zoning. The classic definition of spot zoning, according to Anderson’s American Law of Zoning, 4th Edition, is “the process of singling out a small parcel of land for a use classification totally different from that of the surrounding area for the benefit of the owner of such property and to the detriment of other owners”. Spot zoning is generally discouraged, as it can cause conflicts between adjacent uses, and can be illegal in some cases.

Staff Recommendation

Staff recommends approval of the application. Although the zoning request is C-2 and not C-3 as the surrounding zoning is, the C-2 district better fits the site. Although some could consider it spot zoning, Staff would argue that the use classification is not totally different from that of surrounding parcels, just slightly different, and in fact more restrictive.

Action

Three options lay before the Planning Commission regarding Rezoning Applications: Approval, Denial, or Table. Explanations and sample motions are included below.

Approval

An approval motion is appropriate when the Application meets the Standards of the Zoning Ordinance and sends the Application to the next step in the process where City Commission has final say in approving or denying the request.

“I move that the Rezoning Application for 910 Maple St (PIN 17-11-456-007) from I Industrial to C-2 Commercial be recommended to the City Commission for approval, because it meets the Standards set in Section 14.2:4 of the Zoning Ordinance. *[If any conditions on approval, list them here.]*”

Denial

A denial motion is appropriate when the Application fails to meet the Standards of the Zoning Ordinance and ends the application process.

“I move to deny the Rezoning Application for 910 Maple St (PIN 17-11-456-007) from I Industrial to C-2 Commercial because it does not meet Standard 14.2:1 (X) of the Zoning Ordinance. *[Fill in the X with which number Standard the application does not meet.]*”

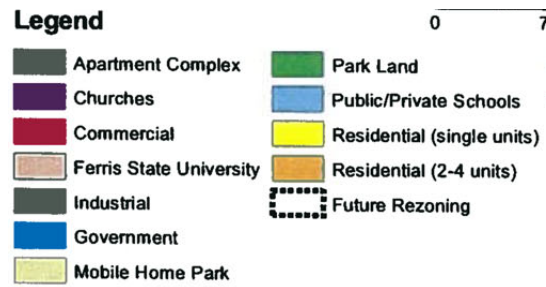
Table

A Table motion is appropriate when more information is needed before reaching a decision regarding the Application and pauses the process until a later date.

“I move to table a decision on the Rezoning Application for 910 Maple St (PIN 17-11-456-007) from I Industrial to C-2 Commercial until the August 16, 2023 meeting of the Planning Commission, because *[list your reason for tabling the decision here]*.”



Master Plan Future Land Use Map



Location Map showing surrounding properties.



PLANNING COMMISSION

City of Big Rapids

HISTORY OF PLANNING

1700S ————— Very Little Planning

LATE 1800S ————— The health issues in large cities such as New York City caused disease and unsanitary conditions led to some cities developing standards for public health and safety standards

EARLY 1900S ————— The City Beautiful Movement led to the creation of many City Planning Agencies in the interest of aesthetics.

1920S ————— the practical and efficiency of city development. The City Practical Movement focused on community infrastructure. Also, during this time frame zoning and planning were recognized as a way guide development of private lands within the community and what zoning was.

1930S ————— the introduction of the automobile and completely changed development and transportation in the United States. By the 1980's sprawl had taken over and communities were declining.

Since that time, a refocus on the City core has happened, with more efficient land pattern development and inclusionary of all forms of transportation.



JOB & RESPONSIBILITIES

Obligations under Enabling Act

- Develop a Master Plan
- Implement the Master Plan

Functions

- Site Plan Review
- Special Use Plan Review
- Zoning Amendment Review (Text & Map)
- Plat Review

Other Responsibilities

- Capital Improvement Planning
- Economic Development Planning



POLITICS OF PLANNING

DEMOCRATIC PROCESS

- Citizens have the right to participate and influence by following a process about decisions which affect them
 - Does not guarantee they achieve what they want
- Decisions don't make everyone happy
- Ability to compromise is limited
- Basing the decision on plans and documents that have been adopted by the City Commission
- Ordinance provides an outline of how to review different request and standards for approving them

MASTER PLANS

Basis of the Master Plan

- Identifies & evaluates existing conditions and trends
- Establishes goals with public input
- Considers alternatives and provides recommendations for the physical development or redevelopment of the community
- Helps to identify where and intensity of land uses
- Determines how much of different types of development are needed/wanted within a community
- Suggests changes needed to regulations, procedures, or community facilities and services to improve the community
- Used as a guide for development

Master Plan Implementation

- Plan Timeframe
 - Usually 10-to-20-year outlook
 - Can have short term/long term goals
 - Plan must be reviewed every 5 years with Plan Commission for any updates
- Legal Basis for Zoning
 - Required by State Law
 - Up to date plan makes it more legally defensible
- Guides Land Use Decisions
 - Provides a road map for offices
 - Provides direction to those who are looking to invest on what the community wants/needs.

ZONING ORDINANCES

What is Zoning

- Public regulation of the use of land
 - Divides community into districts
 - Different districts allow different uses, buildings, design
- Regulation current
 - Doesn't look to future but in the moment
- Law
 - Adopted by regulated body
 - Required to be based on a plan

How is it linked to Planning

Typically, once a Master Plan is adopted the Zoning Ordinance is rewritten to facilitate the changes need to implementing the Master Plan

Types of Changes

- New/Different districts to facilitate types of development sought
- Landscaping requirements
- Parking requirements
- Review procedures (sometimes)
- Uses within district
- Visual impacts

MEETING PREP

Site Visits

Individual site visits are helpful to have a better understanding, feeling of the neighborhood.
Allows observation of impacts, traffic, and noise.

Should be done independently to ensure there is no improper communication

Ask Questions

If you have questions that you feel the applicant may need more time to prepare an answer for don't hesitate to ask Staff so they can alert the applicant, so they are prepared. This allows for more information exchanged and hopefully a better project/meeting.

Staff is also available for any questions that arise, procedural or better understanding.

Review Plans

Before the meeting is a good opportunity to review existing plans the City has on file such as the Master Plan, Housing Study, Parks & Rec Plan, and Downtown Blueprint. This helps provide direction in a wholistic view of the community.



EX PARTE CONTACT

Conversations outside of the meeting (except to staff) about a hearing on the agenda are not ethical and should be avoided at all costs.

Options you have if approached:

- Direct person to talk with staff
- Encourage them to write a letter to the Planning Commission
- Encourage them to come voice their concerns at the meeting

*If the discussion is unavoidable you need to disclose the discussion at the meeting stating what has been discussed.



FINDINGS OF FACT

Findings of Fact are laid out in the Staff Report

Each finding needs to be discussed independently by the board.

Staff also provides insight on each finding, this is provided to give you a basis to start your thoughts, not necessarily to provide you with the “right” answer.

Each Commissioner should discuss clearly on their thoughts on the proposal based on the findings.

When making a motion include the reasons: it meets findings, it doesn't meet findings. It needs to be specific.



CONFLICT OF INTEREST

Applicant

If you are applying for the request – recommended to have someone else represent you at the meeting

Close Relative

A close relative that you see regularly. A distant family member that you see rarely would not necessarily be a conflict.

Financial Interest

If you or a close family member is going to have a financial interest in the decision made

What To Do?

Declare you have a conflict of interest and how. Then leave the room. Someone will retrieve you when discussion and decision is completed.

Do not discuss prior to the meeting information you may know with other Plan Commission Members

TYPES OF REVIEW

SITE PLAN

The site plan must meet all the zoning ordinance standards and city ordinance. The review is for a permitted use in the district in which it is proposed. Conditions are permitted, but must be reasonable and address specific concerns.

PUD/SUBDIVISION PLAT/SITE CONDOMINIUMS

A more cumbersome review that may take multiple steps. Subdivision plats are the most cumbersome and usually done as condominiums or site condominiums to avoid the lengthy process. PUD's allow for more mixed-use development and typically create unique developments.

REZONING/MAP AMENDMENT

A request to change the zoning of the property. Information in decision making should be gathered from the Master Plan, Zoning Map/Ordinance, Recreation Plan, Housing Plan and Downtown Blueprint, dependent on the property location and request.

SPECIAL USE

A special use is listed as such in the zoning ordinance under each district. It is something that could fit in the district but may not always and made need some extra review to fit. Further information to review is provide in the conditional use section of the ordinance.