

Village of Lake Isabella

2019 Annual Planning & Zoning Report

Issued: February 2020



Planning Commission

Dave McGrath, Chairman

Jeff Grey, Village Councilman

Farzad Tafreshi

Mike Simon

Tom Courser

Vacancy

Vacancy

Permit & Activity Historical Summary

Table 1. Zoning Activity History 1998 - 2019					
Year	Total Zoning Permits	New Home Permits	VariANCES Heard/ Approved	Ordinances Adopted	Planning Commission Meetings
1998	48	29	0/0	3	5
1999	90	45	9/9	2	12
2000	77	36	3/3	3	13
2001	73	35	2/2	2	12
2002	85	39	2/1	1	11
2003	59	37	2/2	0	12
2004	58	30	6/6	3	14
2005	61	27	4/3	2	13
2006	40	16	2/1	3	11
2007	40	20	3/3	5	12
2008	28	12	4/2	1	8
2009	29	4	7/4	2	11
2010	23	2	1/0	3	9
2011	20	2	3/1	5	6
2012	16	2	0/0	4	9
2013	22	2	1/0	3	8
2014	17	2	0/0	4	8
2015	33	4	1/1	6	10
2016	42	4	1/0	4	9
2017	31	4	1/0	3	9
2018	35	4	1/0	6	11
2019	54	6	1/1	6	8
Totals	981	362	54/39	68	212

2019 Planning Commission Activity

During 2019, the Planning Commission met eight times. By meeting eight times, the requirements of the Michigan Planning Enabling Act (MPEA) were exceeded, which requires that the Planning Commission hold no less than four regular meetings¹. The Planning Commission's regular meeting date and time are the second Tuesday of the month at 7 PM.

Zoning Ordinances

In 2019 the Planning Commission continued work on implementing the goals and projects of the Village's 2013 Master Plan while also finalizing an update to the Master Plan that went into effect in July. During this calendar year, the Planning Commission recommended the following four ordinances to the Village Council:

- **Ordinance 2019-01:** This ordinance amended the Village of Lake Isabella Zoning Map by conditionally rezoning a single parcel of land located at 565 N. Coldwater Road, having the property identification number 22-035-20-002-01 to the East Coldwater Business District classification from the Lake Residential-1 zoning district classification; according to the terms of this conditional rezoning agreement between the Michael L. Fiorillo and the Village of Lake Isabella. [This Ordinance was adopted by the Village Council.](#)
- **Ordinance 2019-02:** This ordinance terminated a previously entered into conditional rezoning agreement and to amend the Village of Lake Isabella Zoning Map by reverting the zoning of parcel 22-036-30-001-14 located at 6900 W. Baseline Road from Light Industrial to East Coldwater Business per the terms and conditions of Conditional Rezoning Agreement 2010-02 entered into between PWGG, LLC (A.K.A. Isabella Pellet) and the Village of Lake Isabella. [This ordinance was adopted by the Village Council.](#)
- **Ordinance 2019-04:** This Ordinance was adopted to promote and protect the public's health, safety, and welfare, preserve the aesthetic character of the Village of Lake Isabella, and to reasonably regulate the development of small cell wireless equipment and facilities to the extent possible under State and federal law. [This Ordinance was adopted by the Village Council.](#)

¹ MCL 125.3821

- **Ordinance 2019-07:** This Ordinance updated Chapter 1230 of the Codified Ordinances of the Village of Lake Isabella. The amendments to Chapter 1230 contained in this ordinance will enhance the Village’s ability to eliminate and prevent non-conforming uses and structures. [This ordinance was adopted by the Village Council.](#)
- **Ordinance 2019-08:** This Ordinance amended the regulation of private roads, shared driveways, and private access easements. This ordinance intends to allow parcels with ingress/egress on existing private roads and shared driveways/easements to continue to have the ability to be developed provided there is an acknowledgment that the Village is not responsible for said private access. It is also the intent of this ordinance to require all new parcels to have access via a public street. [This ordinance was adopted by the Village Council.](#)
- **Ordinance 2019-09:** This ordinance amended the regulation of Self-Service Storage facilities and to limit the location where new such uses may be established. [This ordinance was adopted by the Village Council.](#)

Special Land Use (SLU) Applications

- **Special Land Use 2019-01** was approved, allowing for the construction of a detached garage located across the street from its associated dwelling at 1007 Carmen Drive.
- **Special Land Use 2019-02** was approved, allowing for the construction of a detached garage with second-floor storage at 1026 Clubhouse Drive.
- **Special Land Use 2019-03** was approved, allowing for the construction of a detached garage at 1001 Campo Court.
- **Special Land Use 2019-04** was approved, allowing for the construction of a detached garage at 1012 Castle Drive.

Site Plans Reviewed

- **Site Plan 2019-01** was approved, which was for the construction of a Wedding Barn for *Little Flower Events* at 565 N. Coldwater Road.

Master Plan

After a lengthy revision process, in June of 2019, the Village Council approved an update to the Village’s Master Plan. The Master Plan contained detailed information on how to implement the plan. For 2019-2020 the following items which apply to the Planning Commission were listed as goals to accomplish:

Item
Draft job descriptions and orientation packets for members of the Planning Commission & Zoning Board of Appeals.
Develop and internal tracking mechanism related to training and conferences attended by staff and board members.
Draft and Adopt a Recreation Master Plan which focuses on walking and biking to be used to seek grants for funding such projects
Develop new resident and new business packages with services and information on the community. Regularly distribute information to residents and property owners
Draft and adopt an Economic Development Strategy document.
Adopt an updated zoning ordinance to implement the goals of the Master Plan.
Draft and adopt a Corridor Plan based on the updated zoning ordinance and Master Plan for the Village Center area of Coldwater Road.
Review the Village’s Blight Ordinance and examine a change to the International Property Maintenance Code.

2019 Zoning Board of Appeals Activity

The ZBA held one meeting in 2019, which was to finalize an appeal from 2018 at 1025 Siesta Drive. The case involved allowing a former Accessory Structure to be converted into a Primary Structure which did not meet all of the requirements for new construction.

The ZBA granted the request with the following conditions;

1. The dwelling meets the minimum square footage requirements for the LR-2 district.
2. If a detached garage is built in the future, said garage will conform to the front setbacks customarily required of the property, but can be built between the home and the street.
3. If the primary structure undergoes further expansion, a garage conforming to the zoning code must also be built as part of that project.

2019 Training Activities & Staff Credentials

The Village of Lake Isabella employs two full-time individuals, both of whom can administer the zoning code for the community. In 2019 Village Deputy Manager Jessica Manley completed the requirements from Michigan State University Extension to become a Certified Zoning Administrator. Village Manager Tim Wolff has held this credential since 2014.

In addition to being a Certified Zoning Administrator, Wolff is also a Master Citizen Planner through Michigan State University Extension and a member of the American Planning Association (APA).

In addition to the Zoning Administrator Training that Deputy Manager Manley completed, Manager Wolff completed classes through the Michigan Association of Planners (MAP) for updating the Master Plan and Zoning Administration. These two classes provided enough Continuing Education Credits for his to renew his Master Citizen Planner designation.

The Community is also engaged in the Redevelopment Ready Communities (RRC) through the Michigan Economic Development Corporation (MEDC). Manager Wolff has completed all required training for the RRC program, and Deputy Manager Manley has completed half of the required training.

2019 Code Enforcement Action

The table below provides a general breakdown on the types of code violations handled by the department since 2010:

Type of Case	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Animal Control	24	13	25	12	3	10	4	83	13	20
Blight	173	138	178	102	60	57	68	82	108	114
Fireworks/Burning	11	6	9	1	1	3	2	8	9	0
Miscellaneous	1	2	7	8	2	1	4	6	9	10
Noise	0	3	1	1	1	0	0	1	0	1
Rental Code	6	34	33	54	36	47	33	36	0	0
Sign Code	3	0	2	1	0	0	0	0	0	0
Streets	0	0	6	26	22	21	18	6	2	31
Trailer/RV	12	0	11	21	2	7	6	6	4	6
Zoning	9	7	23	17	12	13	24	21	11	15
TOTAL	239	203	295	243	139	159	159	249	156	197

The number of cases directly tied to zoning enforcement is a small percentage of the Code Enforcement work done by the Village. During the 2010-2019 decade, 60.7% of the non-rental cases were dedicated to the enforcement of the Village's Blight Ordinance. Another 10.6% resulted from enforcement of the Village's Animal Control Ordinance. Another 7.5% of cases involved street related matters such as illegal parking and plowing snow across Village streets. This was slightly less than the number of enforcement cases tied to zoning, which represented 8.6% of the non-rental cases during this period.

Roster & Terms

Planning Commission	
Member	Term Expires
Jeff Grey*	January 2021
Tom Courser	July 1, 2020
<i>Vacancy</i>	July 1, 2020
Farzad Tafreshi	July 1, 2021
Mike Simon	July 1, 2021
Dave McGrath, Chairman	July 1, 2022
<i>Vacancy</i>	July 1, 2022

Zoning Board of Appeals	
Member	Term Expires
Dave McGrath**	January 2020
Jeff Grey***	January 2021
Lee Price	July 1, 2020
John Dauffenbach	July 1, 2021
<i>Vacancy</i>	July 1, 2022

- * *Grey serves as the Village Council's representative to the Planning Commission. His term expires on the Organizational Meeting date for the Village Council following the 2020 General Election.*
- ** *McGrath serves as the Planning Commission's representative to the ZBA. His term expires at the regular Planning Commission meeting date in July.*
- *** *Grey serves as the Village's Council representative to the ZBA. His term expires on the Organizational Meeting date for the Village Council following the 2020 General Election.*