AGENDA

Planning Commission
Tuesday, March 17, 2020
Regular Scheduled Meeting– 6:30 P.M.

All Cell Phones must be on Silent or Shut Off

Agenda Topics:

1. Call to Order:
2. Roll Call:
3. Pledge of Allegiance:
4. Review of Minutes of Previous Meeting:
    a. January 21, 2020 **AR**
5. Public Participation (Public Comment Process on back of agenda):
6. Old Business:
    a. 2020 Village of Shelby Master Plan – Future Land Use Chapter and Map **D**
7. New Business:
    a. Vacant Planning Commission Seat **D**
8. Adjournment:

AR- Action Requested
D- Discussion Item

CANCELED

Public Comment Process

1. Each citizen may speak for a maximum of three minutes during a Public Comment period unless the governing body votes to extend the time.

2. Citizens will be acknowledged by the President and will address all comments to the Council.

    a. Citizen speakers will address the Council and will begin their remarks by stating their name and address.

    b. Discussions between citizen speakers and members of the audience will not be allowed.

    c. Citizens who have prepared written remarks or supporting documents are encouraged to leave a copy of such remarks with the Village Clerk for inclusion in the Council minutes.

    d. Citizen speakers are to express their own views, rather than speak for others.

    e. Citizen speakers are to address Council, on the agenda or policy in question, not on personalities of the Village Officials or other members of the public. Challenge ideas, not people.

3. Avoid talking while others are speaking

4. Respect agreements about time

5. The President will exercise his/her right to cut off discussions that are too personal, too loud or too crude

6. If requested by a member of the Council, the President shall have discretion to allow a member of the audience to speak at times other than reserved time for citizen participation.

CANCELED

VILLAGE OF SHELBY
PLANNING COMMISSION
Tuesday, January 21, 2020 at 6:30 P.M.
MEETING PROCEEDINGS

1. CALL TO ORDER:
   The Village of Shelby Planning Commission Meeting was called to order at 6:33 P.M. by

2. ROLL CALL:
   Answering Roll Call: John Sutton, Paul Inglis, Tara Kelley, Mark Baker, Tim Horton, Kathy Martin, Wallace Martin, and Samantha Near.
   Absent: Rich Setlak.
   Staff Present: Village Administrator, Robert Widigan.

3. PLEDGE OF ALLEGIANCE: All stood for the pledge.

4. MINUTES:

   a.) December 17, 2019

   Paul Inglis moved to approve the minutes of the Regularly Scheduled Planning Commission meeting of December 17, 2019, as corrected.
   Seconded by: Tim Horton.

   Voice Vote: All in favor.
   Motion Carried.

5. CITIZEN PARTICIPATION: No Citizen Participation.

6. OLD BUSINESS:

   a.) 2020 Village of Shelby Master Plan – Vision, Goals, and Strategies

   The Planning Commission reviewed the nine-page vision, goals, and strategies document for the Master Plan Update. VA Widigan explained that Williams and Works developed the Shelby Vision, Goals, And Strategies based on the Village Survey, Shelby Area Community Assessment, and earlier meetings with Mr. Widigan and the Shelby Village Planning Commission.

   Planning Commission members discussed the need for inclusivity and cultures, along with the costs to implement the listed goals and visions.

   VA Widigan asked that planning commission members send any feedback to him no later than 4:00 P.M. on February 7, 2020. Paul Inglis mentioned that he will be meeting on February 16, 2020 with Jodi Nichols, Barbara Sims, and Tammy Cary to discuss moving the Community Foundation to Downtown Shelby.

   It was noted that the Village of Shelby Council will be holding public hearings to gather feedback Rental Dwelling Ordinance and an ORV Ordinance in the near future.

7. NEW BUSINESS: No New Business.
8. ADJOURNMENT: Tim Horton moved to adjourn the meeting at 7:18 P.M.

Seconded by: Paul Inglis

Voice Vote: All in favor.
Motion Carried.

Planning Commission Meeting minutes are not official until approved at the next Regularly Scheduled Planning Commission Meeting of _____ __, 2020.

☐ Approved

_____ _____

Minutes Respectfully Submitted by Crystal Budde Clerk/Treasurer Date

Planning Commission Meeting Date: March 17, 2020

Date: March 10, 2020

To: Planning Commission Members

From: Robert Widigan, Village Administrator

RE: 2020 Village of Shelby Master Plan – Future Land Use Plan

SUMMARY OF REQUEST
Andy Moore from Williams and Works has sent us the Future Land Use Plan and Future Land Use Map for the 2020 Village of Shelby Master Plan. This is a five (5) pages document, review the attached documents and send me your ideas / edits no later than 4:00 P.M. March, 20, 2020. Any suggestions will be sent to Andy Moore.

FINANCIAL IMPACT
None.

BUDGET ACTION REQUIRED
None.

STAFF RECOMMENDATION
No action is required. Please review the attached documents and send me your ideas / edits no later than 4:00 P.M. March, 20, 2020.

COMMITTEE RECOMMENDATION
None.

2020 VILLAGE OF SHELBY MASTER PLAN

Future Land Use Plan

The Village of Shelby is predominately a rural community, offering goods and service to both permanent and seasonal residents throughout the year. The Village has an exceptional location only miles from Lake Michigan and is near abundant recreational opportunities and small-town charm and amenities. It is important to plan for future development in the Village so that the needs of current and future residents can be maintained, appropriate growth can occur in planned areas, and the rural character of the Village can be maintained.

The Village of Shelby Future Land Use Plan provides a general guideline for land use over approximately the next twenty to thirty years. This applies to future growth, development, and redevelopment within the Village. Although the Village is largely developed, there are still several opportunities for infill development and redevelopment within its boundaries. Therefore, one purpose of this plan is to encourage and enrich existing development patterns that enhance and compliment the Village's rural character, neighborhood connections, recreational opportunities, business viability, industrial potential, and furthers the economic development strategies to benefit the Village and its surroundings.

The future land use plan is inevitably associated to the Village of Shelby zoning districts. While the zoning ordinance is the law regulating the use of land in the Village, this plan is policy that guides the physical development of the Village and envisions the desired future land uses for the Village. There may be some future land uses that do not "fit" with existing land uses in the Village. This should not necessarily be interpreted as a lack of Village support for the continuation of these uses; however, the Village should carefully consider the impact of these uses on surrounding areas and future development when making land use decisions. The Future Land Use Plan seeks to carefully balance the desired future development of property in the Village with the realities of existing land use and development forms and patterns. The vision identified in this plan is also intended to realize the goals and objectives based on community desires. Future land use designations are broad and intended to be somewhat flexible. Where two or more designations adjoin one another, either may be considered appropriate.

Future Land Use Descriptions

Modern Residential

This future land use designation accounts for the bulk of the Village's land use. Single-family dwellings are the primary uses on moderately-sized lots. Other related uses include, but are not limited to, churches, day-care facilities, neighborhood parks and similar low-intensity, neighborhood-scale activities. The conversion of single-family homes to multiple-family homes is generally discouraged in this designation.

In general, fewer parcels are served by sidewalks in this designation than those in the Traditional Residential designation. Streets are also more curvilinear, following natural topography and allowing a larger variety of parcel shapes and sizes. Although there are limited pedestrian connections, this Plan encourages increased connectivity during future development and redevelopment which will extend non-motorized transportation and facilitate alternate

modes of transportation to the rest of the village. Developments should be attractive in design, utilize high-quality materials, and promote inclusive living environments for people of all ages, incomes, and mobility levels.

This designation also includes several open space areas that would be unsuitable for commercial or industrial uses. These areas may provide additional home sites or be developed as permanent open spaces that offer recreational opportunities to residents. This Plan encourages the development of small neighborhood parks throughout this future land use designation which can serve as community gathering spaces.

Primary Compatible Zoning Districts	Potentially Compatible Zoning District	Residential Density	Features
R-1, R-2	R-3	1-4 dwelling units per acre	Open community spaces, internal trails, sidewalks, street trees, street lights

Traditional Residential

Similar to the Modern Residential designation, single family homes and related uses are the primary use in this future land use designation. However, neighborhoods in this designation are arranged in a traditional grid pattern that is characteristic of historic villages. Due to its proximity to downtown Shelby, this designation is intended to accommodate a higher residential density than the Modern Residential designation. This may include compatible two-family and multi-unit housing types, such as duplexes, townhouses, apartments, and condominiums. Small-scale neighborhood parks and limited commercial uses may also be present in this designation to serve the immediate population.

This designation generally accommodates a greater residential density than the Modern Residential designation and has an increased number of sidewalk connections to the downtown. Neighborhoods should be constructed of high-quality materials and future development should remain consistent with the traditional design, including front porches facing the street and relatively small setbacks that create a consistent streetwall with neighboring properties.

Primary Compatible Zoning Districts	Potentially Compatible Zoning District	Residential Density	Features
R-2, R-3	R-1, C-2	4-6 dwelling units per acre	Open community spaces, sidewalks, street trees, street lights, landscaping

Multiple-Family Residential

The Multiple-Family Residential future land use designation dedicates specific locations to higher intensity multiple-family residential uses. These locations are existing apartment complexes in the Village of Shelby. The Village encourages the continuation of these uses;

however, it is not expected that residential uses of this intensity will expand at this time. This is not intended to prohibit the development of multiple-family uses, as multiple-family uses that are compatible with the surrounding environment may still be permitted in the Traditional Residential future land use designation. However, larger scale developments as have been identified in this designation should remain relatively limited in order to retain the Village's small town lifestyle, which was considered an important reason residents chose to live in the Village according to the survey conducted in support of this Plan.

Primary Compatible Zoning Districts	Potentially Compatible Zoning District	Residential Density	Features
R-3	-	4-10 dwelling units per acre	Open community spaces, sidewalks, street trees, street lights, landscaping

Downtown

The Downtown future land use designation is intended to encourage a walkable and pedestrian-scale environment in the Village's traditional downtown area. This designation is not conducive to automobile-focused businesses; rather, goods and services should promote a variety of social, economic, and cultural activities. The Downtown should serve as a community center, accommodating for the needs of residents and visitors. As such, new development and redevelopment should prioritize pedestrian accessibility.

This designation encourages higher-density development that includes local retail and services, mixed use developments, and residential above retail dwellings. Buildings should be oriented towards the street with minimal or no setbacks. Large sidewalks should accommodate outdoor seating, benches, street trees, and other similar amenities and features that create an enjoyable space.

The presence of the William Field Memorial Hart Montague Trail through this designation should be considered in future developments and redevelopments. To accommodate recreational users, the Downtown should provide amenities for multiple forms of non-motorized connections and enhance corridors through which trail users can access the downtown. Amenities may include bicycle racks, bicycle lanes, wide sidewalks, water stations, and benches.

Primary Compatible Zoning Districts	Potentially Compatible Zoning District	Desired Uses	Features
C-1	R-2, C-2	Mixed-use buildings; office, retail, or service uses that are pedestrian-oriented; community facilities; residential above retail	Crosswalk demarcations, wide sidewalks, traffic calming, countdown walk signs, plantings, wayfinding signage, street trees, public art, decorative street lights, bicycle racks, water stations

General Commercial

This designation is intended for automotive and other commercial uses which are more intensive in nature. Often, these uses will provide goods, services, and jobs to the greater Shelby Community and surrounding region. This designation may also provide goods and services to travelers along US-31 due to the Village's proximity this highway. Many of these uses may not necessarily fit into a downtown setting. Although this designation is intended to be more automobile-oriented, developments should still be designed to limit "strip" development to the greatest extent possible and promote smooth traffic flow and maximize safety. Landscaping, clear drive aisles and circulation patterns, rear or side parking, unique architecture, and reduced front yard setbacks may contribute to this environment.

In the community survey associated with the development of this plan, additional business development was highly desired, specifically identifying sit-down restaurants, assembly and manufacturing, arts and entertainment, and retail as most desirable. This designation includes several infill locations where such businesses could be established.

Primary Compatible Zoning Districts	Potentially Compatible Zoning District	Desired Uses	Features
C-1	R-2, C-2	Office, retail, or service uses that are automobile-oriented; eating and drinking establishments; hotels/motels; medical facilities	Sidewalks, countdown walk signs, plantings, wayfinding signage, street trees, street lights, landscaping

Industrial

The Industrial future land use designation is intended to provide employment and services to Shelby residents and to broader surrounding communities. The community desire for increased businesses, including assembly and manufacturing, may be supported through businesses in this designation. Although some industrial uses have the potential to generate undesirable off-site impacts, significant problems have not been present in the Village. Most industrial uses are situated along Industrial Park Drive in the northwest, with Oceana Foods being the primary industrial property in the south. There are a few parcels still available for development along Industrial Drive. Due to the relatively built-out nature of the Village, this Plan does not envision the expansion of industrial areas. Rather, existing industrial uses should be strengthened and supported.

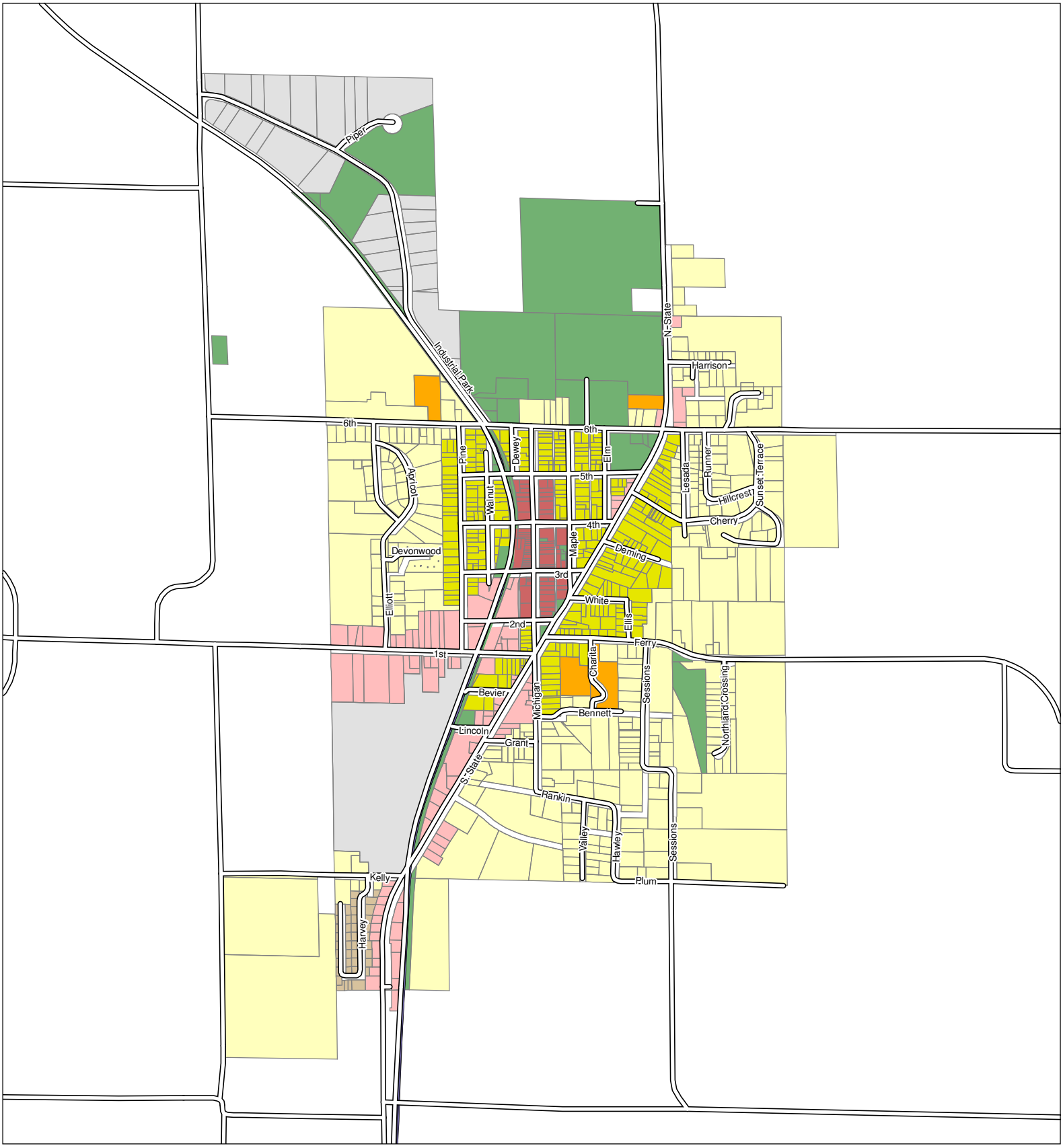
Should development or redevelopment of industrial uses occur, special consideration should be given to site design, safety, and traffic/truck circulation. The Village's rural character should be supported through industrial uses through attractive developments. When industrial areas are adjacent to residential uses, landscape buffers are especially important to mitigate undesirable impacts and reduce incompatibility between uses.

Primary Compatible Zoning Districts	Potentially Compatible Zoning District	Desired Uses	Features
IND	C-2, R-2	Assembly and manufacturing; warehousing; production of food products and household goods; research and development; similar industrial activities	Crosswalk demarcations, sidewalks, countdown walk signs, landscaping between incompatible uses, street trees, street lights

Civic

The Civic future land use designation includes public land and public or quasi-public property intended for community use. This includes the Shelby Community Schools, Village parks, Village-owned land, public parking lots, the William Field Memorial Hart-Montague Trail, the Ladder Community Center, and other civic buildings, such as the Shelby-Benona Fire Department, Village Hall, and the Shelby Area District Library. Properties in this designation should be owned and operated by a public or quasi-public agency and be designed for the use of everyone.

Primary Compatible Zoning Districts	Potentially Compatible Zoning District	Desired Uses	Features
All	All	Parks, schools, non-motorized trails, civic buildings and structures, fire stations, and similar public uses	Designed for public use, architectural features on buildings, landscaping, street trees, universal accessibility



Map 5

Future Land Use Map

Village of Shelby, MI

Designation

- Downtown
- General Business
- Industrial
- Civic
- Modern Residential
- Traditional Residential
- Multiple-Family Residential
- Manufactured Home Park

williams&works
engineers | surveyors | planners

N

1 inch = 1,500 feet

0 750 1,500 3,000 Feet