

Regular Meeting
4:30 P.M.

CITY OF COLDWATER ZONING BOARD OF
APPEALS
Wednesday March 15, 2023 Meeting

AGENDA

ROLL CALL

MINUTES

1. Zoning Board of Appeals regular meeting of October 19, 2022

PUBLIC COMMENTS

PUBLIC HEARING

OLD BUSINESS

NEW BUSINESS

2. **Election of Officers**
 - a. Chairperson
 - b. Vice-Chairperson
3. **RES23-15** A resolution to establish the 2024 meeting dates for the Planning Commission
4. **2022 Annual Report** Presentation of the 2022 report of the Planning Department

ADMINISTRATOR'S REPORT

5. Planning & Zoning Administrator Report- March 2023

ADJOURNMENT

Next meeting – Wednesday April 19, 2023

Council Chamber
Henry L. Brown Municipal Bldg.
One Grand Street
Coldwater, Michigan



October 19, 2022
4:30 p.m.
(517) 279-9501
www.coldwater.org

**Zoning Board of Appeals Minutes
Regular Meeting**

ATTENDANCE

MEMBERS PRESENT: The meeting was called to order by Chairman Gordon Swan at 4:30 p.m. with the following members present: David Cole, Joseph Hayes, Mike Eddy, Dave Sattler, alternate member Jeff Holbrook, and Alternate Member Jim Bilsborrow.

MEMBERS ABSENT:

OTHERS PRESENT: Administrator Dean Walrack and Shauna Chávez.

MINUTES

1. Regular Meeting of August 17, 2022, and September 21, 2022, Non-Quorum Minutes.

Board Action: Motion by Cole, and seconded by Member Sattler, to approve the Regular Meeting minutes of August 17, 2022, with the following correction; the time of adjournment of 5:30 and September 21, 2022, Non-Quorum Minutes, as presented.

Ayes: 3

Nays: 0

Motion carried.

PUBLIC COMMENTS

- None.

PUBLIC HEARING

- None.

PUBLIC COMMENTS:

- None.

OLD BUSINESS

2. Zoning Board of Appeals By-Laws and Rules of Procedure.

Board Action: Motion by Member Sattler, and seconded by Member Cole, to approve the Zoning Board of Appeals By-Laws and Rules of Procedure with the change under article 2.1 suggested by the City Attorney and that staff will bring back clarification regarding member abstention, as presented.

Ayes: 3

Nays: 0

Motion carried.

NEW BUSINESS

- None.

PUBLIC COMMENTS

- None.

ADJOURNMENT – Next meeting at 4:30 p.m. November 16, 2022.

Noting no other business to come before this Board, Chairman Swan, adjourned the meeting at 5:28 p.m.



Shauna Chávez
Deputy City Clerk

**CITY OF COLDWATER
RESOLUTION NO. 23-15**

**A RESOLUTION REGARDING THE 2024 MEETINGS OF THE
COLDWATER ZONING BOARD OF APPEALS**

WHEREAS, pursuant to Section 5(2) of Act 267 of 1976, the Open Meetings Act, the Coldwater Zoning Board of Appeals must establish and post notice of its regularly scheduled meetings; and

WHEREAS, regular Zoning Board of Appeals meetings are held at 4:30 p.m. local time on the **third Wednesday** of each month in the Coldwater City Council Chambers located at One Grand Street, Coldwater, Michigan, unless otherwise stated; and

WHEREAS, a regular meeting may be rescheduled or canceled or a special meeting may be called upon eighteen (18) hours' posted notice; and

WHEREAS, the City of Coldwater will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon one week's notice to the City Clerk's office by writing or calling the following: City Clerk, One Grand Street, Michigan 49036, (517) 279-9501; and

WHEREAS, questions regarding meetings should be directed to the Planning and Zoning Administrator at One Grand Street, Coldwater, Michigan, (517) 279-6926;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

That the **Coldwater Zoning Board of Appeals Meetings for 2024** are scheduled for the following dates:

January 17
February 21
March 20
April 17
May 15
June 19
July 17
August 21
September 18
October 16
November 20
December 18

AYES:

NAYS:

ABSENT:

Gordon Swan, Chairman

Dated: _____



COLDWATER

M I C H I G A N • 1 8 6 1

**2022 ANNUAL REPORT
CITY OF COLDWATER
PLANNING AND ZONING**

Dean Walrack, AICP, Planning and Zoning Administrator

NEIGHBORHOOD SERVICES DEPARTMENT

Debra Sikorski, Assessor/Neighborhood Services Director

Kenneth Fickle, Building Inspector & Stormwater Operators

Shauna Chavez, Deputy Clerk

Samantha Albright, MI Certified Assessor

SueAnn Aldinger, Administrative Assistant

Stacie Lozada, Administrative Assistant

Steve McManamey, Code Enforcement Officer

Jason Goss, Community Services Officer

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Introduction

The following is a report of 2022's activities of the City of Coldwater Planning Commission, Zoning Board of Appeals, and Downtown Historic District Commission as they relate to the city's planning efforts.

In 2022, the Neighborhood Services Department pursued 1,258 code enforcement issues including local ordinances, International Property Maintenance Code and Michigan Building Code, and Coldwater Zoning Ordinance.

These bodies will be briefly identified with their purpose, membership, a summary of how this membership is appointed, and a brief overview of each's actions throughout 2022. This report will be closed with a listing of the goals and vision from the City's 2017 master plan, the goals and objectives of the City's 2019 recreation plan, and the goals and objectives of the City's downtown development authority plan and along with zoning maps identifying the applications to each body.

It is also essential that I recognize the tremendous staff which makes up the Neighborhood Services Department, who provide support to me and to each of the aforementioned public bodies. The Neighborhood Services Department is directed by City Assessor Debra Sikorski. Our dedicated administrative staff includes SueAnn Aldinger, the newly-hired Stacie Lozoda, Shauna Chavez has recently been fully confirmed as City Clerk, and Samantha Albright who is also the Deputy Assessor. Shauna is a fluent Spanish speaker, as well which has been of great benefit to our office, CBPU staff, and to our community. Steve McManamey has been recently hired as our Code Enforcement Officer handling zoning code infractions, rental inspections, and to perform a range of permit inspections. Jason Goss is our Community Services Officer providing additional code enforcement support. Building, Electrical, Mechanical, Plumbing, and Stormwater reviews, inspections, and enforcements are all performed through third-party consultants.

Finally, I must acknowledge each of our board, commission, and council members for their commitment and willingness to devote nights and weekends to reading bureaucratic reports, attend evening meetings, familiarizing themselves with municipal ordinances, and making difficult decisions.

My sincere thanks to you for your service to our community,



Dean Walrack, AICP
Planning & Zoning Administrator

Planning Commission

Purpose

The Planning Commission functions as an advisory body to the City Council. The members are tasked with crafting recommendations on land use policy and to administer compliance with City standards through reviewing Site Plans and applications for Special Use Permits.

Commission Members:

Aaron Garn (Chair) 5/2011-5/2024

Michael Beckwith (council)	11/2018 – 4/2023	Mayor Thomas Kramer	11/2011 – 11/2023
Andrew Cameron (staff)	11/2021 – 5/2024	Jessika Cole (township)	12/2020 – 5/2023
Salwa Alsuraimi	10/2020 – 5/2025	Patty Degroot	11/2021 – 5/2024
Christopher Stevens	4/2009 – 5/2025	R. David Rumsey	12/2011 – 5/2023

Summary

The Planning Commission is made up of nine members who are appointed by the City Council. At least one Commissioner is to be a member of the City Council and another may be a non-resident member. All meetings of the Planning Commission take place in the Council Chambers at 5:30 P.M. on the first Monday of the month and are open to the public. All agendas are posted to the City's bulletin board and are posted to the City's website the Friday before each meeting.

2022 Planning Commission Meetings

During 2022, the Planning Commission conducted 10 regular meetings. Following is a summary of Planning Commission Action from the past year:

DATE

ACTION

1-3-22

Old Business – Landscaping Plan Review - Petition SUP21-17 – A final review of a site plan by Exclusive Brands to renovate the property located at 599 E. Chicago St. for use as a Marihuana Retail Establishment.
Approved 7-0

2-7-22

Public Hearing - Special Use Permit - Petition SUP22-01 – A request by Mian Anwar to operate a Marihuana Grow Class C Establishment at 430 Race St.
Approved 7-0

New Business - Discussion – A presentation by Economic Development Fellow Katie Higgs on the City's progress in the Redevelopment Ready Communities program.

New Business - Discussion – A presentation by Economic Development Fellow Katie Higgs on Planning Commission member recommended/desired skill sets.

New Business - Discussion – A presentation by Planning & Zoning

Administrator Dean Walrack on Planning Commission by-laws and rules of procedure.

3-7-22

Public Hearing - Special Use Permit - Petition SUP22-02 – A request by Donner Properties, LLC to operate a Multi-Family Residential Dwelling as a Primary Use in the C-2 Central Business District at 44 N. Hanchett St.

Approved 6-0

Public Hearing - Special Use Permit - Petition SUP22-03 – A request by Donner Properties, LLC to operate a Multi-Family Residential Dwelling as a Primary Use in the C-2 Central Business District at 53 E. Chicago St.

Approved 6-0

Old Business - Adoption – A presentation by Economic Development Fellow Katie Higgs on Planning Commission member recommended/desired skill sets.

Approved 6-0

New Business – Site Plan Review - Petition SPR22-01 – A final review of a site plan by Core Investment Group to construct a new commercial building at the property located at 55 S. Michigan Ave. for use as a Marihuana Retail Establishment.

Approved 5-0

4-18-22

Public Hearing - Rezoning - Petition RZN22-01 – A request by CWBC Properties, LLC to rezone two acres of land located at 421 N. Willowbrook Rd. from Coldwater Township GB General Business District to City of Coldwater C-4 General Business District.

Approved 9-0

Public Hearing - Special Use Permit - Petition SUP22-04 – A request by CWBC Properties, LLC to operate a Multi-Family Residential Dwelling as a Primary Use in the C-4 General Business District at 421 N. Willowbrook Rd.

Approved 9-0

New Business - Resolution 22-35 - A resolution establishing the 2023 Planning Commission meeting dates.

Approved 9-0

New Business - Discussion – Planning Commission by-laws and rules of procedure.

New Business – Staff Information – 2021 Annual Staff Report.

6-6-22

Old Business - Adoption – Planning Commission by-laws and rules of procedure.

Approved 5-1

New Business - Staff Information – Public meeting, streaming, recording, & retention standard operating procedure.

- 8-15-22 **Public Hearing - Special Use Permit - Petition SUP22-05** – A request by Craft Leaf, LLC to operate a Marihuana Processor Establishment at 211 W. Garfield Rd.
Approved 8-0
- Public Hearing - Special Use Permit - Petition SUP22-06** – A request by Craft Leaf, LLC to operate a Marihuana Retail Establishment at 211 W. Garfield Rd.
Tabled 8-0
- Old Business - Staff Information** – Updates on animal odor nuisances.
- New Business - Discussion** – Master Plan Review proposal.
- 9-6-22 **Old Business - Special Use Permit - Petition SUP22-06** – A request by Craft Leaf, LLC to operate a Marihuana Retail Establishment at 211 W. Garfield Rd.
Approved 8-1
- New Business - Staff Information** – 2022 Planning Conference announced
- 10-3-22 **Public Hearing - Special Use Permit - Petition SUP22-07** – A request by DWV Properties, LLC to operate a Multi-Family Residential Dwelling as a Primary Use in the C-2 Central Business District at 55 N. Hanchett St.
Approved 5-0
- Public Hearing - Rezoning - Petition RZN22-02** – A request by MVAH Partners, LLC to conditionally rezone 9.25 acres of land located at 95 S. Fremont St. from A-1 One-Family Residential District to A-3 Multi-Family Residential District.
Approved 6-0
- New Business - Discussion** – Master Plan Review proposal.
- New Business - Recommendation** – Recommendation to City Council to remove allowance for future Marihuana Grow and Retail Establishments to locate in D-2 Heavy Industrial District.
Approved 5-0
- 11-21-22 **Public Hearing - Rezoning - Petition RZN22-03** – A request by Michael Sussex to rezone 3.6 acres of land located at 839 E. Chicago St. from A-1 One-Family Residential District to C-4 General Business District.
Approved 7-0
- Public Hearing - Special Use Permit - Petition SUP22-08** – A request by Craft Leaf, LLC to operate a Marihuana Grow Class C Establishment at 211 W. Garfield Rd.
Tabled 7-0

12-5-22

New Business – Site Plan Review - Petition SPR22-02 – A review of a site plan by MVAH Partners, LLC to construct a new multi-family residential development at the property located at 95 S. Fremont St.
Approved 8-0

New Business - Presentation – A presentation of the CEDAM fellowship final report by Economic Development Fellow Katie Higgs.

Zoning Board of Appeals

Purpose

The Zoning Board of Appeals (ZBA) is the only board authorized to interpret, waive and modify requirements of the City of Coldwater Zoning Ordinance. The ZBA is an appellate body which hears individual situations where an owner feels that the zoning ordinance creates a hardship particular to their property. Decisions made by the Zoning Board of Appeals are final, with appeal granted only by the 15th Judicial Circuit Court.

Each application is judged against the following five criteria:

- A. *That special conditions and circumstances exist which are peculiar to the land, land use, structure or building in the same zoning district so as to present such a unique situation that a precedent will not be established for other properties in the district to also ask the same or similar change through the zoning appeal procedure.*
- B. *Such variance is necessary for the preservation and enjoyment of a substantial property right similar to that possessed by other properties in the same zoning district and in the vicinity. The possibility of increased financial return shall not of itself be deemed sufficient to warrant a variance.*
- C. *The authorization of such variance will not be of substantial detriment to adjacent property and will not naturally impair the intent and purpose of this Zoning Code or the public interest.*
- D. *That granting of the variance requested will not confer on the applicant any special privilege that is denied by the provisions of this Zoning Code to other lands, structures or buildings in the same zoning district.*
- E. *That the reasons set forth in the application for the variance justify the granting of the variance and the variance is the minimum variance that will make possible the reasonable use of the land, building or structure in the zoning district in which it is located.*

Board Members:

	Gordon Swan (Chair) 2/2004 – 5/2023		
David Cole	10/2020 – 5/2024	Joseph Hayes	5/2016 – 5/2025
Michael Eddy	6/2004 – 5/2025	Dave Sattler	11/2021 – 5/2023
Alternate Members			
James Bilborrow	12/2006 – 5/2023	Jeffrey Holbrook	8/2016 – 5/2024

Summary

The Zoning Board of Appeals consists of five members who are appointed by the City Council. The City Council may also appoint not more than two alternate members to act in accordance with procedures specified in the City of Coldwater Zoning Ordinance. The Zoning Board of Appeals conducts regular, public meetings in City Council Chambers on the main floor of City Hall on the third Wednesday of each month at 4:30 p.m. Special meetings are also conducted as needed. Meeting agendas are posted on the City Hall bulletin board on the Friday preceding the meeting, as well as on the City of Coldwater's web site.

2022 Zoning Board of Appeals Meetings

During 2022, the Zoning Board of Appeals conducted five regularly scheduled meetings. Following is a summary of Zoning Board of Appeals Action from the past year:

- 3-16-22 **New Business - Discussion** – A presentation by Economic Development Fellow Katie Higgs on Zoning Board of Appeals member recommended/desired skill sets.

- 4-20-22 **Public Hearing – Petition ZBA22-02** – A request by Patrick and Tracy Kelley, located at 37 N. Monroe St. for a 2 ft. dimensional fence height variance to install a privacy fence at 8 ft. in height in a residential side yard.
Approved 4-0

Old Business - Discussion – A presentation by Economic Development Fellow Katie Higgs on Zoning Board of Appeals member recommended/desired skill sets.
Approved 4-0

New Business – Staff Information – 2021 Annual Staff Report.

New Business - Resolution 22-35 - A resolution establishing the 2023 Planning Commission meeting dates.
Approved 9-0

- 8-17-22 **Public Hearing – Petition ZBA22-03** – A request by Paul and Kerri Jakubczak, located at 17 Thompson Blvd. for a 2 ft. dimensional fence height variance and a fence characteristic variance to install a privacy fence at 6 ft. in height in a residential front yard.
Approved 5-0

New Business - Discussion – Zoning Board of Appeals by-laws and rules of procedure.

- 9-21-22 **Old Business - Discussion** – Zoning Board of Appeals by-laws and rules of procedure.
No Quorum Present

- 10-19-22 **Old Business - Discussion** – Zoning Board of Appeals by-laws and rules of procedure.
Approved 3-0

Downtown Coldwater Historic District Commission

Purpose

Organized in 2010, the Historic District Commission is responsible for reviewing work within the Downtown Historic District to ensure that all alterations, demolitions, and additions to the city's core not only preserve, but strengthen the uniquely Coldwater character of the City.

Commission Members:

Councilor Randall Hazelbaker (Chair) 11/2010 – 11/2022

Tamara Barnes	10/2019 – 11/2023	Michael Caywood	10/2022 – 11/2025
Flip Johnson	11/2018 – 11/2024	Tracy Kelley	11/2018 – 11/2022
Jeanette Rakocy	10/2017 – 11/2024	Sarah Zimmer	9/2015 – 11/2023

Summary

The Downtown Coldwater Historic District Commission consists of seven members, all residents of the city and appointed by the City Council. The majority of the members shall have a clearly demonstrated interest in or knowledge of historic preservation. At all times, one member serving shall be appointed from a list submitted by duly organized local historic preservation organization. If such a person is available for appointment, one member shall be an architect who has two years of architectural experience or who is duly registered as an architect in the State of Michigan. The Commission conducts regular meetings on the second Wednesday of each month and special meetings are conducted as needed. Meeting agendas are posted on the City Hall bulletin board by 5:00 on the Friday preceding the meeting with the agendas and minutes posted on the City of Coldwater web site.

2022 Downtown Coldwater Historic District Commission Meetings

During 2022, the Downtown Historic District Commission conducted four regular meetings. Following is a summary of Zoning Board of Appeals Action from the past year:

- 1-12-22 **New Business - Project Review - Petition HDC22-01** – A request by Scott Ladd to restore the 1st floor front commercial façade, replace 2nd floor windows, and repaint the façade on the contributing structure at 10 S. Monroe St.
Approved 4-0
- New Business - Discussion** – A presentation by Economic Development Fellow Katie Higgs on Historic District Commission member recommended/desired skill sets.
Approved 4-0
- New Business – Staff Information** – MI Heritage Home Program.
- 4-13-22 **New Business – Staff Information** – 2021 Annual Staff Report.

New Business - Resolution 22-33 - A resolution establishing the 2023 Planning Commission meeting dates.

Approved 4-0

New Business - Discussion – Historic District Commission volunteer for Main Street workshop: Sarah Zimmer.

11-16-22 **New Business - Presentation** – A joint meeting with the Downtown Development Authority to receive a presentation of the MI State Historic Preservation Office’s Certified Local Government Program.

12-14-22 **New Business - Presentation** – A presentation of the CEDAM fellowship final report by Economic Development Fellow Katie Higgs.

Training

Several training opportunities are offered to City of Coldwater staff members and public officials. City planning staff attended the following in 2022.

MI Association of Planning- Transportation Bonanza - February 16 – A virtual conference focused on active transportation and Safe Routes to School. This event was attended by Planning & Zoning Administrator Dean Walrack.

MI Historic Preservation Network- Annual Conference – May 11-14 – A conference for historic preservation professionals, public employees and officials, and developers to share news and information, building/restoration techniques, and commissioner training. This event was attended by Historic District Commission chairman Randall Hazelbaker.

MI Association of Planning- Spring Institute - May 20 – A day-long seminar which focused on state and national housing issues. This event was attended by Planning & Zoning Administrator Dean Walrack.

MI Downtown Association – Summer Workshop - June 6 – A day-long web-stream of sessions covering topics related to issues within Michigan downtown development districts. This event was attended by Planning & Zoning Administrator Dean Walrack, Main Street Director Audrey Tappenden, Historic District Commission chairman Randall Hazelbaker, and Planning Commission chairman Aaron Garn.

MI Association of Planning –Annual Conference – October 12-14 – A conference for community planning and development professionals, public employees, and officials, to share news, information, and commissioner training. This event was attended by Planning & Zoning Administrator Dean Walrack, Planning Commissioner Salwa Alsuraimi, Neighborhood Services Director Debra Sikorski-Bernath, City Manager Keith Baker, and Community Development Fellow Katherine Higgs.

Goals & Visions of the 2017 Master Plan

Residential Areas

- To emphasize and strengthen the single-family home character and neighborhood atmosphere of the City, while providing for a variety of new, high-quality housing types and protecting natural features of the city.
- To offer a significant level of local housing choice for young singles, empty nesters, retired baby boomers, childless couples, and others who desire housing options other than detached single-family housing units.
- Encourage infill.

Office Areas

- To provide for exclusive areas for office uses that will have limited impact beyond the site and which are intended to serve nearby residences or business.
- To provide for Research and Development uses that are characterized by buildings in which people are employed in activities that are of a technical research nature, or are professional activities including technical training and education.
- Encourage infill.

Commercial Areas

- To provide for a proper land use distribution of commercial uses.
- To provide mechanisms for traffic management in commercial areas that will make such areas easily accessible, while limiting the impact on adjacent thoroughfares.
- To improve the appearance of existing and future commercial areas – especially entry corridors.
- Encourage infill.

Industrial Areas

- To provide for industrial development in a manner that increases the community's tax base, results in proper land use relationships, and does not negatively impact the environment.

Central Business District

- Maintain and encourage a thriving Central Business District (CBD).

Community Facilities

- To provide quality public services and community facilities which promote the public health, safety, and welfare, and to contribute to the quality of life for community members.
- To cooperatively plan and locate school facilities and services within the Coldwater Public School System.
- To provide adequate police and fire protection for City Residents and property owners.

Recreation Facilities

- To continue to serve residents with community parks which provide a wide range of facilities, including active and passive recreation, competitive sports, facilities for children and adolescents, and picnic and nature study areas.
- To provide recreation programs and facilities to meet the present and future needs of all City Residents.

Environmental Resources

- To continue to protect natural features including lakes, a river, wetlands, woodlands, rolling topography, and open spaces. These features are significant not only because of their strong appeal to residents, but also because they constitute a functioning ecosystem largely unspoiled by human activity. Preservation of these natural features should be a prevailing objective in all future development.

Historic Preservation

- To encourage the preservation of the City's historic character in preserving or restoring historically significant properties, as well as promoting new development compatible with existing character.

Transportation and Traffic

- To provide a transportation system that facilitates the smooth, safe, and efficient flow of automobiles, trucks, buses, emergency vehicles, bicycles, and pedestrians.
- To develop a system of pedestrian and bicycle sidewalks and pathways that link residential areas with schools, recreation areas, commercial districts, and other destinations.

Goals & Objectives of the 2019 Recreation Plan

Goal A— Provide quality leisure time activities with special consideration given to activities improving health and fitness.

Objectives:

- Provide both passive and active programming for a variety of ages and abilities of the population.
- Continue to work with existing recreation partners in the community to provide programs, leagues, and special events. Explore options for new and expanded partnerships to provide additional recreational opportunities.
- Assess, maintain, and improve the amenities throughout all of the City's large and small parks.

Goal B— Provide safe broad community-based recreation opportunities that improve overall quality-of-life for all Coldwater residents.

Objectives:

- Provide a broad range of recreational opportunities to Coldwater's citizens that can be enjoyed by all, irrespective of age, ability, and income.
- Ensure that amenities are provided in community, neighborhood, and mini-parks throughout the City.
- Explore options for development of additional indoor facilities at the Dr. Robert W. Browne Recreation Center that can be economically successful and equitably financed.
- Continue to add/upgrade amenities to Coldwater park facilities based upon community input and need.
- Provide recreational opportunities for people with disabilities.
- Ensure that improvements and upgrades to park facilities are handicapped-accessible.
- Continue program development for special needs populations, partnering with local and regional recreation providers, where feasible.

Goal C— Provide non-motorized facilities for recreational and transportation use.

Objectives:

- Continue implementation of the Linear Park.
- Where possible, connect pathways and sidewalks to Coldwater destination points.
- Develop a trail along the Sauk River.
- Install bike racks at destinations.

Goal D— Develop recreation opportunities that focus upon and take advantage of Coldwater's water resources.

Objectives:

- Enhance existing and develop new public observation, fishing, and lake access opportunities in the City of Coldwater.
- Provide infrastructure for kayak and canoe usage within the City's waterways including access points and storage facilities, as well as regular removal of debris.
- Develop opportunities, alone or in partnership with other agencies, to educate citizens about the area's natural resources.

Goal E— Retain public land for future generations.

Objectives:

- Retain existing parkland and acquire new public lands to meet the recreational needs of the community as opportunities arise.
- Preserve and protect open space and other important natural features in Coldwater.

Goal B— Create community awareness of Coldwater’s recreational opportunities and promote them to citizens and visitors.

Objectives:

- Actively market the City’s parks program and amenities.
- Partner with other local units of government and other recreation providers in Branch County to further promote Coldwater’s recreational opportunities and activities.
- Work with local arts and culture organizations to provide unique programming opportunities at the City’s recreational sites and other venues.
- Continue to seek input from residents as to the effectiveness of facility development and programming.

Goals & Objectives of the 2002 Downtown Development Authority Plan

1. To retain the historic character of downtown Coldwater.
 - Institute historic district to provide guidance in design issues.
 - Develop ordinances to maintain and strengthen existing building patterns.
 - Retain façade improvement program.
2. To increase, wherever possible, the density of downtown Coldwater.
 - Seek in-fill development along side streets.
 - Encourage buildings taller than one story.
 - Focus on adaptive re-use of existing upper stories for residential.
3. To enhance the pedestrian experience throughout downtown.
 - Install streetscapes improvements throughout all of the district.
 - Minimalize the impact of the state highways downtown through control measures.
 - Internalize parking by block in such a way to minimize the negative impact on the pedestrian experience on side streets.
 - Adjust ordinances to provide for shared parking incentives.
 - Install a fully integrated way-finding program.
 - Develop downtown reference points at pivotal entrances.
4. To strengthen the civic nature of downtown by providing support for new and enhanced civic, recreational, cultural spaces downtown, whether private, public, or non-profit.
 - Provide needed infrastructure for the Tibbits Opera House.
 - Support efforts to build a Children's Museum and/or Art Center downtown.
 - Encourage the development of a community recreation center and/or historical museum.
5. To extend the duration of the Tax Increment Financing Plan in order to implement these and other additions.
 - Thirty years to 2032.

Date: March 2, 2023

PLANNING & ZONING ADMINISTRATOR'S REPORT

SUBJECT: March 2023 Planning & Zoning Administrator's Report

1. Site Plans
 - a. Approved: 0
 - b. Under review: 1
 - c. On hold: 0
2. Zoning Board of Appeals
 - a. No March activity
3. Historic District Commission
 - a. Administrative Review: 0
 - b. Commission Review: 0
4. Committees
 - a. Main Street Design Review
 - b. Walking Tour
 - c. DDA Rebate Review
5. Training
 - a. ESRI ArcGIS Pro Fundamentals
 - b. ESRI ArcGIS Pro Online Mapping
 - c. Michigan Marihuana Summit