

WHITEWATER TOWNSHIP PLANNING COMMISSION AGENDA FOR REGULAR MEETING,

March 1, 2023, 7:00 p.m.

Whitewater Township Hall Via ZOOM and in person

5777 Vinton Road, Williamsburg, MI 49690

Phone 231-267-5141/Fax 231-267-9020

Join Zoom Meeting

<https://us06web.zoom.us/j/86532689158?pwd=R0VsY0piN3VEcE81cXVQazJxYlRuZz09>

Meeting ID: 865 3268 9158

Passcode: 875241

One tap mobile +13092053325,,86532689158#,,,,\*875241# US

Dial by your location +1 309 205 3325 US

1. Call to Order/Pledge Allegiance
2. Roll Call of Commission Members
3. Set/Adjust Meeting Agenda
4. Declaration of Conflict of Interest
5. Public Comment: Any person shall be permitted to address a meeting of the Planning Commission. Public comments shall be carried out in accordance with the following rules and procedures:
  - a. Comments shall be directed to the Commission, with questions directed to the Chair.
  - b. Any person wishing to address the Commission shall speak from the lectern and state his/her name and address.
  - c. Persons may address the commission on matters that are relevant to township planning and zoning issues.
  - d. No person shall be allowed to speak more than once on the same matter, excluding the time needed to answer Commission members' questions.
  - e. Public comment shall be limited to 3 minutes.

6. Public Hearing: None

7. Approval of minutes of February 1, 2023

8. Correspondence:

- a. Acme Master Plan Notification

9. Reports/Presentations/Announcements/Comments

- a. Zoning Administrator, Hall
- b. Chair, Steelman
- c. Township Board Representative, Vollmuth
- d. ZBA Representative, Wroubel

10. Unfinished Business:

- a. Discussion, Deliberation, and Action on Amendment #86 (Article 28, Condominium Development Regulations and Article 3, Definitions)
- b. Bylaws; Legal's review & addition, discussion, and/or motion to adopt as is or as amended

- c. ZO updates and proposed action (Mielnik/Steelman)
- d. Master Plan – ROS Workgroup (Mielnik, PC, and Residents; Tom McElwee, Vicki Beam, & Denise Peltonen)
  - i. Importance of Community Engagement
  - ii. Review 2009 Survey Results and Identify Key Takeaways
  - iii. Discuss Potential Value of a New Survey and Subsequent Public Participation Steps
  - iv. Develop Recommendations
- e. Project Flow Chart (Rebant)
- f. SOPs (DeYoung)
- g. Private Roads Discussion

11. New Business:

- a. Annual Report Draft discussion, additions, motion to send as is or as amended to Board

12. Next Meeting Date April 5, 2023, 7pm

- a. Special Meeting – March 15 for video training?  
and/or
- b. Special Meeting – April 19 for possible instructor led training?
- c. Master Plan ROS next meeting date TBD

13. Public Comment

14. Commission Discussion/Comments

15. Continuing Education:

- a. Shared from ZA, Hall in preparation of Site Plan Reviews; MSU Extension - Administrative decisions require careful application to ordinance standards; Part 1 and Part 2
- b. Shared from Trustee Vollmuth; MSU Extension – Organization and Codification of a Zoning Ordinance

16. Adjournment Tabled Items:

Whitewater Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities who are planning to attend. Contact the township supervisor at 231-267-5141.

WHITEWATER TOWNSHIP PLANNING COMMISSION  
MINUTES FOR REGULAR MEETING  
February 1, 2023

Call to Order at 6:00 p.m.

Roll Call: Jacobson, Keaton, Rebant, Wroubel, Vollmuth

Absent: Steelman, DeYoung

Also in attendance: Planner Randy Mielnik and Recording Secretary MacLean

Zoom attendance: 5 at start, up to 9 throughout meeting

Set / Adjust Agenda: switch Private roads item and Article 25 item

Declaration of Conflict of Interest: None

Public Comment:

Public comment began at 6:05 p.m.

Connie Hymore

Vicki Beam

Public comment ended at 6:09 p.m.

Public Hearing:

Open Public hearing at 6:10 p.m. on Zoning Ordinance Amendment #86, regarding Article 3, Definitions and Article 28, Condominium Development Regulations.

The public hearing notice was posted in the township hall and on the website. The notice appeared in the Record Eagle January 15, 2023.

Correspondence: None received

Public comment:

Beam is not in support of this amendment. There is no private road ordinance. Does site condos match the township's Master Plan? Not ready for this ordinance. No guidance on site condo vs. planned unit developments (PUD).

Hymore is not in support of this amendment. Does not feel we are ready for a site condominium. Do your due diligence.

Kim Mangus supports the approval of this amendment at this time. It is in conformity with state law. Legal by state law vs what we want.

Close public hearing at 6:19 p.m.

Commission discussion: Consensus to send to the attorney for formatting to bring it back for a vote to send to the Board.

Approval of Minutes:

MOTION by Vollmuth, second by Rebant to approve the minutes of January 4, 2023.

Roll call: Wroubel-yes; Jacobson-yes; Keaton-yes; Rebant-yes; DeYoung-n/a; Steelman-n/a; Vollmuth-yes.

Motion carried.

Correspondence: None

Reports:

*Zoning Administrator Report, Hall:* None.

*Chair's Report, Steelman:* included in packet.

*Township Board Rep, Vollmuth:* Have included the agenda in the report to the board. The Zoning Administrator is available on Thursdays.

*ZBA Representative, Wroubel:* No cases in December, annual housekeeping completed, election of officers, meeting schedule, etc. The ZBA motioned to recommend the Planning Commission review Article IV of the Whitewater Township Zoning Ordinance as has been brought to the attention of the ZBA and the PC by the Zoning Administrator. Article IV offers flexibility. Consensus that the PC needs further guidance from the Zoning Administrator as to what should be addressed. The Zoning Administrator is who brought the question to light.

Discussion: The PC has a lot on their plate and maybe this should be on the back burner. The PC needs guidance from the zoning administrator. "What is wrong with Article IV?" What is the priority of this? How urgent is this?

*Committee Reports:* Part of the packet for discussion.

*Planner, Mielnik:* Part of the packet for discussion.

Unfinished Business:

1. Master Plan

Citizen interest: Rebant, noted that we have two township resident volunteers that have come forward, Vicki Beam and Tom McElwee. Consensus to support the additional committee members. The committee will come up strategies.

PSA Information: DeYoung, information in packet.

General progress: Mielnik and Rebant, new survey and community engagement in the summer. Basic information is being put together behind the scenes including county aerial photography and information with Luanne Snider, the Historical Society Chair.

2. Zoning Ordinance “revamp” including status of Zoning Ordinance Amendments to 1, 12 and 14. Mark ups have come back from the Board. Not a lot of clarity from them. There is some duplication throughout the ordinance. Must be consistent and make sure each area is addressed as things are cross referenced. Wroubel brings up the example of the campgrounds, where they are allowed and how many sites, noting that the master plan and ordinances need to work together.

Vollmuth recommended creating a subcommittee. Mielnik’s historical experience is that the planner/consultant will address zoning ordinance updates and changes and bring forth to the PC. Mielnik indicates we need one book in MS Word, searchable, format. Jacobson noted that this is exactly the direction we need.

What is the first / next step?

Rebant noted that we need to form the subcommittee and let the subcommittee present a scope to the Board.

Subcommittee would be Vollmuth, Jacobson and Keaton to look at the zoning ordinances.

Mielnik recommends no major changes until the Master Plan review is complete.

**MOTION** by Keaton second by Rebant to create a subcommittee consisting of Jacobson, Vollmuth and Keaton to go over the zoning ordinances.

Roll call vote: Vollmuth-yes; Jacobson-yes; Keaton-yes; DeYoung-n/a; Steelman-n/a; Rebant-yes; Wroubel-yes. Motion carried.

PC Budget is forth coming.

3. Bylaws review and update: Postpone until next meeting. Consensus to send the bylaws with suggested amendments to the attorney. Leave the time set at 7 p.m. Officers have no term limit. Chair, vice chair and secretary are nominated and voted on each year. Each member is brought on by the board for three year terms and can be reapproved. Discussion of verbiage change.
4. Standard Operating Procedure (SOP), Vollmuth and DeYoung, postpone to March when DeYoung can be present.
5. Discussion regarding a joint meeting with the Board, Rebant and Steelman addressing workflow and communications both directions. PC report is delivered via the PC Board Representative. Possibly bring an outside person / facilitator in to develop workflows and processes. Make it a training opportunity for the Board and the PC. Adversarial communication and attitudes are not helpful. PC to set the example of workflows and processes. Vollmuth is presenting to the Board monthly and will include subcommittee reports. The Board has to fix their end but we cannot make them. Standard Operating Procedures = Procedures / Policies / Guidelines / Check list / Step by Step / Work flow Mielnik notes that there are some procedures that are already in place and have been shared, example Zoning Ordinance Amendments procedure.



6. PC priorities, programs and timelines, Rebant, following suit on the communication. A project timeline documents the work flows, processes and action plans. Rebant will load the projects into the spreadsheet as provided by Mangus for 2022.
7. Private Road Ordinance, Vollmuth has found multiple private road ordinances. None have been approved. The one that was on the books was taken away. We need to know “why” when the board and attorney want changes. Mielnik explained what a private road ordinance is and is not for and follow up expectations. The county has a private road ordinance, mostly from an engineering standards point. The site condominiums and subdivisions and PUDs would reference the standards of the county. It would address standards, definition of driveways and private roads and state who is going to verify the road being in compliance. What is the priority? Does the board want it addressed? It is a General Ordinance/Police Power Ordinance and not under the purview of the PC without Board direction. Need to know why something is rejected. Do we have one that we would recommend? Do we know why General Ordinance #32 was repealed? Submit a question to the Board – why and what regarding the repealed ordinance and the rejected suggests. Vollmuth recommends that the PC resubmit one. Mielnik notes that the township needs to get something on the books. Possibly request a special meeting with the board to address the private road ordinance. Vollmuth will request it being an agenda item. Mielnik will write up the reasons why the township needs the ordinance. The disconnect between the Board and the PC is a problem. Kim Mangus was requested to share some background on the repeal of the private road ordinance. Mielnik and Vollmuth will put something together for the board and explain the fix the possible fix.
8. Article 25, Special Use Permit (SUP) Commercial Campground recommendations, Mielnik – postpone to March

New Business:

1. PC Priorities Discussion, as part of Unfinished Business #6
2. MTA Authorities and Responsibilities of Michigan townships: Carl, Al, Mike, Planning & Zoning (green) Mike Jacobson  
Heidi will follow up with emails regarding orders for specific books for the PC members.

Next Regular Meeting March, 1, 2023, 7 p.m.

Agenda: Discussion of Amendment #86, Master plan, SOP, SUP, Article 25, commercial campgrounds, resident outreach committee, bylaws, standard operating procedure/policies and procedure, joint meeting.

Public Comment:

Public comment began at 8:52 p.m.

Lois MacLean

Vicki Beam

Connie Hymore

Public comment ended at 9:02 p.m.

Commission Discussion/Comments:

Continuing Education: MAP training, Mielnik. Training opportunities in the packet, some are virtual. This is an excellent opportunity.

Lakes 101 online course update from Wroubel.

Vollmuth will follow up with information on a podcast.

Adjournment: 9:06 p.m.

Tabled items: Article 5 Districts

Respectfully Submitted

Lois MacLean,

Recording Secretary



# Acme Township

6042 Acme Road | Williamsburg, MI | 49690

Phone: (231) 938-1350 Fax: (231) 938-1510 Web: [www.acmetownship.org](http://www.acmetownship.org)

RECEIVED  
JAN 31 2023

January 23, 2023

**Regarding: Acme Township Master Plan Update**

To whom it may concern:

This letter is to provide notification to your office that Acme Township will begin the process of updating its Community Master Plan pursuant to Public Act 33 of 2008, the Michigan Planning Enabling Act.

Once a draft plan is approved for distribution, you will be provided a link to an electronic copy for your organization's review and comment. Please feel free to contact me about any land use or community development issues pertinent to your organization, or to the participating community, which should be reviewed during the preparation of the plan.

Kind regards,

**Lindsey Wolf**  
Planning & Zoning Administrator – Acme Township  
(231)938-1350  
[zoning@acmetownship.org](mailto:zoning@acmetownship.org)

Enclosure: List of Organizations receiving this notification



# Acme Township

6042 Acme Road | Williamsburg, MI | 49690

**Phone:** (231) 938-1350 **Fax:** (231) 938-1510 **Web:** [www.acmetownship.org](http://www.acmetownship.org)

*Organizations receiving this Notice:*

Whitewater Township Planning Commission  
East Bay Township Planning Commission  
Michigan Department of Transportation  
Grand Traverse County Road Commission  
Grand Traverse County Board of Commissioners  
DTE Gas  
Consumers Energy Company  
Cherryland Electric Cooperative  
Elk Rapids Township Planning Commission  
Grand Traverse Band of Ottawa and Chippewa Indians

**WHITEWATER TOWNSHIP  
GRAND TRAVERSE COUNTY, MICHIGAN  
ARTICLE III DEFINITIONS AMENDMENT  
ARTICLE XXVIII CONDOMINIUM DEVELOPMENT REGULATIONS AMENDMENT**

At a meeting of the Township Board of Whitewater Township, Grand Traverse County, Michigan, held at the Whitewater Township Hall on \_\_\_\_\_, 2023, at \_\_:\_\_\_ p.m., Township Board Member \_\_\_\_\_ moved to adopt the following Ordinance, which motion was seconded by Township Board Member \_\_\_\_\_:

*An Ordinance to amend the Whitewater Township Zoning Ordinance, as amended to update and revise definitions and regulations the procedures, standards and regulations for approval and denial of Condominium Development Projects in order to maintain the public health, safety, and welfare of the residents and visitors to Whitewater Township.*

THE TOWNSHIP OF WHITEWATER, GRAND TRAVERSE COUNTY, MICHIGAN, ORDAINS:

**SECTION 1: AMENDMENT TO ARTICLE III.** The Whitewater Township Zoning Ordinance’s Definition Section shall be amended to revise the following definitions.

**CONDOMINIUM UNIT:** That portion of a condominium project or site condominium subdivision which is designed and intended for separate ownership and use, as described in the master deed, regardless of whether it is intended for residential, office, industrial, business, recreational, use as a time-share unit, or any other type of use. The owner of a "condominium unit" also owns a share of the common elements. The term "condominium unit" shall be equivalent to the term "lot" for purposes of determining compliance of a site condominium subdivision with provisions of this Ordinance pertaining to minimum lot size, minimum lot width, maximum lot coverage, and maximum floor area ratio.

**CONDOMINIUM PROJECT:** A plan or project consisting of not less than two (2) condominium units if established and approved in conformance with the Condominium Act (Public Act 59 of 1978). The term “condominium project” is also defined as being synonymous with term “condominium development” herein.

**CONDOMINIUM CONVERSION:** Any property or group of properties whose form of ownership is changed to condominium units from another form of ownership. A condominium conversion also refers to a condominium project containing condominium units some or all of which were occupied before the filing of a notice of taking reservations under section 71 of the Condominium Act 59 of 1978.

**MASTER DEED:** The document recorded as part of a site condominium subdivision to which are attached as exhibits, and incorporated by reference, the approved bylaws for the site condominium subdivision and the site condominium subdivision plan.

**MOBILE HOME OR MANUFACTURED HOME CONDOMINIUM PROJECT:** A condominium project in which mobile homes or manufactured homes are located upon separate sites which constitute individual condominium units.

**SITE CONDOMINIUM SUBDIVISION:** A division of land on the basis of condominium ownership, which is not subject to the provisions of the Subdivision Control Act, Public Act 288 of 1967, as amended, but is subject to the requirements of the Condominium Act, Public Act 59 of 1978, as amended.

**SITE CONDOMINIUM SUBDIVISION PLAN:** The drawings attached to the master deed for a site condominium subdivision which describes the size, location, area, horizontal and vertical boundaries and volume of each condominium unit contained in the site condominium subdivision, as well as the nature, location and size of common elements.

**SECTION 2: AMENDMENT TO ARTICLE XXVIII, SECTION 28.10.** The Whitewater Township Zoning Ordinance, Article XXVIII, Section 28.10 shall be amended to read as follows:

#### **28.10 INTENT**

The intent of this Article is to provide procedures and standards for the review and approval, or denial of condominium projects implemented under the provisions of the Condominium Act (Act 59 of 1978, as amended) and to ensure that such developments are consistent and compatible with conventional platted subdivisions as provided for through the Land Division Act (P.A 288 of 1967, as amended), and promote the orderly development of adjacent areas. These regulations are enacted by authority of the Condominium Act, the Michigan Zoning Enabling Act, and this Ordinance, as amended, whereby all developments utilizing any form of condominium ownership shall be reviewed, approved or disapproved by the Township.

**SECTION 3: AMENDMENT TO ARTICLE XXVIII, SECTION 28.11.** The Whitewater Township Zoning Ordinance, Article XXVIII, Section 28.11, shall be amended to read as follows:

#### **28.11 APPLICABILITY**

##### **A. General Provisions**

Prior to recording of the master deed, required by Section 72 of the Condominium Act, a condominium project shall undergo a site plan review and approval by the Township in accordance with the provisions of this section. Approval under this section shall be required as a condition to the right to construct, expand or amend a condominium project in the Township.

##### **B. Plat Approval**

There shall be no requirement for plat approval for a condominium project under the Township Subdivision Control Ordinance, General Ordinance 16.

##### **C. Planned Unit Developments**

The procedural provisions of this section shall not apply to Planned Unit Developments, which are reviewed and approved through the Special Use Permit – Planned Unit Development procedures in Article 31 of this Ordinance.

#### **D. Condominium Conversion**

All individuals proposing a Condominium Conversion shall present the township with two copies of all required documents as indicated in the Condominium Act (Act 59 of 1978, as amended). Said review shall be conducted by the township Zoning Administrator and township attorney for compliance with the Condominium Act (Act 59 of 1978, as amended). Applicant shall be provided with a written response of approval or specific reason for failure to approve within 60 days of submission.

#### **E. Mobile/Manufactured Home Condominium Project**

Mobile/Manufactured home condominium projects shall conform to the requirements of this Ordinance, in accordance with the Condominium Act and other applicable Local, State laws, ordinances and regulations. Such projects shall be located only in a zoning district that provides for mobile/manufactured home. The review and approval shall be processed in accordance with this Article as a site condominium subdivision.

#### **F. Site Condominium Subdivisions**

1. Site Condominium Definition. For this section, a site condominium subdivision shall include all developments, in any zoning district, proposed under the provisions of the Condominium Act (Act 59 of 1978, as amended).
2. Site Condominium General Requirements. The site condominium subdivision plan indicates specific unit dimensions with front, rear and side lot lines. These parcels are also referred to as site condominium lots, and the size, location and arrangement of these site condominium lots shall conform to the requirements of this ordinance. A condominium project is designed to function in a similar manner, or as an alternative to, a platted subdivision. Outside of the condominium lots, common elements of the development are defined for co-owners.

**SECTION 4: AMENDMENT TO ARTICLE XXVIII, SECTION 28.12.** The Whitewater Township Zoning Ordinance, Article XXVIII, Section 28.12, shall be amended to read as follows:

#### **28.12 CONSULTATION**

In determining whether to approve a condominium development plan, the Township may charge for consultation with the Township Attorney and other experts, regarding the adequacy of the master deed, deed restrictions, utility systems, and streets, site layout and design, and compliance with all requirements of the Condominium Act and this Ordinance. Estimated costs related to said consultation, shall be placed in an escrow account in addition to the standard nonrefundable application fee.

The Township may require that the applicant place additional funds in escrow if deemed necessary. Any unused consultation funds shall be returned to the applicant with an itemized record of distributions.

**SECTION 5: AMENDMENT TO ARTICLE XXVIII, SECTION 28.13.** The Whitewater Township Zoning Ordinance, Article XXVIII, Section 28.13 shall be amended to read as follows:

#### **28.13 GENERAL REQUIREMENTS**

##### **A. Compliance with Federal, State and Local Laws**

All condominium projects shall comply with all applicable Federal, State and local laws and ordinances. No condominium documents shall conflict with the standards of this Ordinance.

### **B. Fee Required**

Before the Township reviews a condominium development plan, the applicant shall submit to the Township a nonrefundable application fee or preliminary review fee as established by resolution of the Board to cover the Township's cost of internal review. Such application fee shall be independent of any required consultation costs as described in Article 28.

### **C. Information Required**

All condominium development plans shall include the information required by Section 66 of the Condominium Act and the material required in Section 25.11 (F). A person, firm, or corporation intending to develop a condominium development shall provide the following information:

1. Size and Scale - Plans may be on paper and shall not be less than 24 inches by 36 inches, at a scale of at least 1 inch to 200 feet showing the date and north arrow.
2. The name of the proposed condominium development.
3. The name, address, telephone number of:
  - a. All persons, firms, or corporations with an ownership interest in the land on which the condominium development will be located and a description of the nature of each entity's interest (for example, fee owner, optionee, or land contract vendee)
  - b. All engineers, attorneys, architects, landscape architects, or registered land surveyors associated with the condominium development.
  - c. The individual or entity applying for the condominium development.
4. The legal description of the land on which the condominium development will be developed together with any expansion plans and appropriate tax identification numbers.
5. The acreage of the land on which the condominium development will be developed located.
6. The land use and existing zoning of the proposed condominium development.
7. The following information for subject parcel and all parcels within 300 feet of the proposed site: a. Name and address of the owners b. The zoning classifications c. Existing structures or significant landmarks
8. Location, type, dimensions, and proposed use of all existing structures.
9. A location map showing the relationship of the proposed condominium development plan to the surrounding area.
10. Statement of intended use(s). Such as, residential single-family, residential multi-family, commercial, industrial, etc. and the number of acres of each type of land use proposed.
11. Condominium unit lot lines and the total number of condominium units to be developed on the subject parcel.
12. Description of water system to be implemented.
13. Description of sanitary waste disposal system to be implemented.
14. Public roads, private roads, and right-of-way easements, showing location, width, and purpose. All private roads in a condominium subdivision shall comply with the specifications of any applicable ordinance, state law, or federal law

15. Existing topographic elevations at two (2) foot intervals, proposed grades, and direction of drainage flows.
16. Location and types of all significant existing vegetation, water courses and bodies, flood plains and water retention areas, wetlands, and soil types. Significant vegetation includes all trees with a minimum trunk diameter of 18 inches at 4 1/2 feet above the surrounding grade.
17. Any additional information deemed necessary during plan review.

#### **D. Utility Easements**

The condominium development plan shall include and describe all necessary easements for the purpose of constructing, operating, inspecting, maintaining, repairing, altering, replacing, and/or removing pipelines, mains, conduits, and other installations of a similar character providing public utilities.

#### **E. Performance Guarantees**

As a condition of approval of the condominium development plan by the Township, a performance guarantee may be required to ensure construction of required improvements and the completion of filing requirements before land use permits are issued. Upon fulfillment of all requirements and filings, the applicant shall apply to the Township for release of performance guarantees. Performance guarantees shall comply with the requirements in Article 25 of this Ordinance.

**SECTION 6: AMENDMENT TO ARTICLE XXVIII, SECTION 28.14.** The Whitewater Township Zoning Ordinance, Article XXVIII, Section 28.14 shall be amended to read as follows:

### **28.14 STANDARDS AND DESIGN FOR SITE CONDOMINIUM DEVELOPMENTS**

#### **A. Site-Condominium Lots**

The condominium development plan shall indicate specific parcel dimensions allocated to each condominium dwelling unit or lot.

#### **B. Site-Condominium Development Layout and Design**

The description, size, location and arrangement of the site condominium lots shall conform to the requirements of this Ordinance. The design of a condominium development shall be subject to the following requirements and guidelines.

1. Should there be unusual topographic or other natural feature constraints, these requirements may be adjusted to unique site conditions in accordance with the judgement of the township Planning Commission.
2. Each condominium lot shall comply with the requirements of each zoning district in which it is located, and all condominium lots and required setbacks shall be measured from the designated front, rear and side condominium lot lines.
3. Each condominium dwelling unit shall be located within a condominium lot. In a condominium development approved for single-family detached dwelling units, not more than one (1) dwelling unit shall be located on a condominium lot.
4. There shall be a proper relationship between existing streets and highways within the vicinity, and proposed deceleration lanes, service drives, entrance and exit driveways, and parking areas to assure the safety and convenience of pedestrian and vehicular



- traffic, and that the proposed streets and access plan conform to any street or access plan adopted by the Township or the County Road Commission.
5. Existing natural features which add value to a residential development and enhance the attractiveness of the community shall be retained, insofar as possible, in the design of the condominium development.
  6. Lands subject to flooding or otherwise deemed by the Township to be uninhabitable shall not be used for uses that may increase the danger to health, life, or property or increase the flood hazard. Such land within a condominium development may be set aside for other uses, such as parks or other open space.
  7. Easements shall provide for utilities when necessary.
  8. All condominium development units and accessory structures shall be accessible to emergency vehicles.
  9. Common open space provided shall remain open for recreational and conservational purposes and recorded as part of the master deed.
  10. Condominium development units having water frontage shall meet the requirements of Article 14 Easement to Waterfront.
  11. A plan for erosion control and storm water discharge must be approved by the appropriate public agency.
  12. All condominium developments shall obtain approval from all applicable governing agencies.

**SECTION 7: AMENDMENT TO ARTICLE XXVIII, SECTION 28.15.** The Whitewater Township Zoning Ordinance, Article XXVIII, Section 28.15, shall be amended to read as follows:

### **28.15 REVIEW PROCEDURES**

#### **A. Preliminary Review**

Any applicant can request a preliminary review of a proposed condominium development with the Planner, Zoning Administrator and one to two Planning Commissioners. This review allows an open dialogue and an opportunity to discuss a proposed goals, features, location and scope of operations prior to a formal application. Preliminary Review is available as a sounding board only, no decisions or approvals shall be rendered, either stated or implied.

#### **B. Agency Submittal**

The applicant shall provide necessary full size hard copies and an electronic file (.pdf) of the proposed condominium development plan to Whitewater Township and the following Grand Traverse County Agencies: Health Department (or Department of Public Works if proposed on municipal water and/or sanitary sewer), Drain Commission, Soil Erosion, and Road Commission (or Michigan Department of Transportation if proposed on a state highway), as well as the Michigan Department of Environment, Great Lakes, and Energy (when sensitive areas and wetlands are a concern), and the Whitewater Township Fire Department or the respective successor for any of the above agencies. The Zoning Administrator shall distribute the proposed condominium development plans to the Planning Commission, Board of Trustees, and other parties as required.

#### **C. Site Plan Review and Public Hearing**

The Planning Commission shall hold a public hearing in accordance with site plan review requirements contained in Article 25, on the proposed site condominium development plan for the purpose of receiving input from the public regarding the proposed development.

#### **D. Planning Commission Determination**

After the public hearing held in accordance with Article 25, the Planning Commission shall make a determination and recommendation to the Township Board regarding whether the proposed plan meets all the requirements of this Ordinance and the Condominium Act. If the proposal is found in compliance, the Planning Commission shall recommend approval or approval with conditions of the site condominium development plan and shall send written notice of action taken with comments to the Township Board and applicant.

If the Planning Commission determines that the condominium development plan does not meet all requirements, the Planning Commission shall state its reason in its official minutes and shall provide written notice of said decision to the Township Board and applicant. The Planning Commission shall not recommend approval of the project until all requirements of this Ordinance and the Condominium Act have been met.

#### **E. Township Board Procedure**

The Township Board shall not review, approve or reject a condominium development until it has received from the Planning Commission its report and recommendations.

The Township Board shall consider the condominium development plan at its next meeting after receipt of the report and recommendations from the Planning Commission provided all documents are received 15 days prior to meeting date. The Board shall render a written decision within 15 days of their meeting unless the applicant and Board agree to a later deadline.

#### **F. Township Board Determination**

The Township Board shall approve the condominium development plan, with or without conditions, reject the plan and give its reasons, table the proceedings pending further review or pending changes to the plan to make it acceptable to the Board, or refer that application back to the Planning Commission for further review and report.

**SECTION 8: AMENDMENT TO ARTICLE XXVIII, SECTION 28.16.** The Whitewater Township Zoning Ordinance, Article XXVIII, Section 28.16, shall be amended to read as follows:

### **28.16 CONDITIONS AND DURATION OF APPROVAL**

#### **A. Conditions**

The approval of the Board of Trustees will indicate that the proposed condominium development plan meets the ordinances and regulations of Whitewater Township but does not cover additional permits that may be required after the Master Deed has been recorded. The Township may impose reasonable conditions on the approval of any condominium development plan consistent with the Condominium Act, this Ordinance, and the protection of public health, safety and welfare.

#### **B. Duration**

Approval of the condominium development plan by the Township shall be for a period of two (2) years from the date of approval. If no Master Deed is recorded with the Grand Traverse County Register of Deeds Office within two years of approval, such approval shall be considered null and void. The Zoning Administrator may extend the two-year period by one additional year if applied for by the applicant subject to satisfying all requirements of Article 25.

### **C. Condominium Development Plan Approval Contract**

If the Township Board approves the site condominium development plan, it shall prepare a written order setting forth the conditions upon which the approval is based. Such order shall be entered into between the Township and the applicant prior to the issuance of a Land Use Permit for any construction in accordance with the approved site condominium development plan. All reasonable costs related to the preparation of said order, as established by the Township, shall be paid by the applicant to the Township Treasurer prior to Township signature and issuance of such order.

**SECTION 9: AMENDMENT TO ARTICLE XXVIII, SECTION 28.17.** The Whitewater Township Zoning Ordinance, Article XXVIII, Section 28.17, shall be amended to read as follows:

#### **28.17 FINAL FILINGS REQUIREMENTS**

Prior to the recording of the Master Deed the Township Treasurer shall certify that all taxes and special assessments are not delinquent. A copy of the Master Deed, Bylaws/ Restrictive Covenants must be recorded with the County Register of Deeds. The Township shall be provided with two (2) copies of each document, including as-built prints, and all pertinent attachments which shall remain on file with the Township.

**SECTION 10: AMENDMENT TO ARTICLE XXVIII, SECTION 28.18.** The Whitewater Township Zoning Ordinance, Article XXVIII, Section 28.18, shall be amended to read as follows:

#### **28.18 CONDOMINIUM DEVELOPMENT AMENDMENTS**

Condominium Development Plans may not be amended without Township consent. Condominium amendments which are recorded prior to the receipt of written Township approval are null and void. Condominium Development Plans may be amended as follows:

##### **A. Minor Amendments**

Minor amendments are those which are determined by the Zoning Administrator to have no foreseeable effect beyond the condominium development boundary such as minor changes in the location of buildings, the alignment of utilities, and the alignment of interior roadways. Minor amendments for good cause may be authorized by the Zoning Administrator provided that no such changes shall increase the size or height of structures, reduce the efficiency of public facilities serving the site condominium, reduce usable open space, or encroach on natural features proposed by the plan to be protected.

##### **B. Major Amendments.**

Any amendment not qualifying as a minor amendment as determined by the Zoning Administrator shall be considered a major amendment and must be approved by the Planning Commission according to the procedures authorized by this Article for approval of a condominium development.

**SECTION 11: SAVINGS CLAUSE.** All proceedings pending and rights and liabilities existing, acquired or incurred at the time this Zoning Amendment takes effect are saved and may be consummated according to the law in force when they were commenced.

**SECTION 12: SEVERABILITY.** The provisions of this Ordinance are declared severable. If any part of this Ordinance is declared invalid for any reason by a court of competent jurisdiction, that declaration does not affect or impair the validity of all other provisions that are not subject to that declaration.

**SECTION 13: EFFECTIVE DATE.** This Ordinance shall become effective seven (7) days after publication of a notice of adoption of this Ordinance, unless referendum procedures are initiated under MCL 125.3402. If referendum procedures are initiated, this Ordinance will take effect in accordance with MCL 125.3402.

**SECTION 14: REPEAL.** All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

YEAS: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT/ABSTAIN: \_\_\_\_\_

ORDINANCE DECLARED ADOPTED.

\_\_\_\_\_

Ron Popp, Whitewater Township Supervisor

**CERTIFICATION**

I hereby certify that:

1. The above is a true copy of an Ordinance adopted by the Whitewater Township Board at a duly scheduled and noticed meeting of that Township Board held on \_\_\_\_\_, 2023, pursuant to the required statutory procedures.
2. A summary of the above Ordinance was duly published in the \_\_\_\_\_ newspaper, a newspaper that circulates within Whitewater Township, on \_\_\_\_\_, 2023.
3. Within 1 week after such publication, I recorded the above Ordinance in a book of ordinances kept by me for that purpose, including the date of passage of the ordinance, the names of the members of the township board voting, and how each member voted.
4. I filed an attested copy of the above Ordinance with the Grand Traverse County Clerk on \_\_\_\_\_, 2023.

ATTESTED:

---

Cheryl Goss, Whitewater Township Clerk

## Whitewater Township Planning Commission Bylaws

Adoption Date: \_\_\_\_\_

The following rules of procedure are hereby adopted by the Whitewater Township Planning Commission to facilitate the performance of its duties as outlined in the Michigan Planning Enabling Act, Public Act 33 of 2008, MCL 125.3801, *et seq.*, and the Michigan Zoning Enabling Act, Public Act 110 of 2006, MCL 125.3101, *et seq.*

### SECTION 1: MEMBERSHIP

- A. **Membership Size** - The Planning Commission (PC) shall consist of seven (7) members.
- B. **Membership Terms of Office** – Members are appointed by the Township Supervisor for staggered three-year terms with the approval of the Township Board and expire December 31. Members are expected to take the Oath of Office and serve until their term expires and a successor has been appointed as provided above.
- C. **Membership Departure** - Members who are unable or unwilling to serve the entire terms for which they were appointed or who do not wish to be considered for reappointment shall provide sixty (60) days advance written notice of that fact to the Township Supervisor so that a successor may be appointed and approved in a timely manner that does not require the PC to function with less than the seven (7) members provided.
- D. **Membership Qualification** - All members shall be qualified electors of the Township of Whitewater, except that one member may be a non-qualified elector.
- E. **Membership Representation** - Membership shall be representative of the important segments of the community including:
  - 1. Agriculture
  - 2. Natural Resources/Environmental
  - 3. Recreation
  - 4. Education
  - 5. Public Health/Safety
  - 6. Government
  - 7. Transportation
  - 8. Industry
  - 9. Commerce
  - 10. Waterfront Owner
  - 11. Building Trades
  - 12. Resident at Large

- F. Township Board Representation** – One member of the Township Board shall serve as a member of the PC. His/her term shall coincide with their term of office on the Whitewater Township Board of Trustees. The Township Supervisor is ineligible to serve in this capacity. As a Township Board representative, he or she shall prepare and share a report on PC activities at Board meetings, and shall act as a primary liaison between the PC and the Board. The Township Board representative shall also present proposed PC action items at Township Board meetings for consideration. The Township Board representative may not serve as an officer of the PC.
- G. Zoning Board of Appeals Representation** – The Michigan Zoning Enabling Act requires Townships that enact a zoning ordinance to have a Zoning Board of Appeals (ZBA). The ZBA is responsible for ruling on appeals of administrative decisions and zoning ordinance requirements. The processes are explained in the ZBA handbook published by the Michigan Municipal League, and in the Whitewater Township Zoning Ordinance itself. One member of the PC shall be appointed by the supervisor to serve as a member of the (ZBA). His/her term shall coincide with their appointment to the PC. The PC chair shall provide the supervisor with a recommendation for appointment following consultation with the PC membership. The PC member reports to the ZBA on relevant PC actions, proposed ordinances and, developments etc..., and responds to questions regarding the spirit and intent of ordinances. The PC member reports back to the PC on ZBA decisions and any issues the ZBA would like assistance on.
- H. Meeting Participation** - The Township Attorney, Planner, Zoning Administrator and any township planning staff shall have the ability to participate in discussions of the PC as they deliberate on agenda items during meetings.
- I. Zoning Administrator** – The Zoning Administrator shall carry out all responsibilities associated with an employment contract, or job description (if an employee). Such responsibilities should include assisting with the development of the PC annual report, preparation of required legal notices and preparation of materials needed to support development-related PC action items.
- J. Planner**- Subject to applicable contractual terms, the Planner may assist with updates to the Master Plan and zoning ordinance amendments. The Planner may also assist with independent reviews of development-related PC action items (special use approvals, site plans, etc...).

## SECTION 2: OFFICERS

- A. Selection and Tenure** - At the first regular meeting each January, the PC shall select a Chairperson, Vice Chairperson and Secretary. All officers shall serve a term of one year and shall be eligible for re-election for consecutive terms for the same office. ~~(consider officer term limits?)~~. The newly elected officers shall assume their responsibilities at the next regular meeting. If due to unforeseen circumstances, the PC is unable to elect officers at the January meeting, those officers whose terms as officers have expired and who remain as active members of the PC shall continue their services as officers until elections are held.
- B. Chairperson** - The Chairperson shall preside at all meetings, appoint committees and perform such other duties as may be ordered by the PC, including recommending the ZBA Representative to the Township Board when a vacancy occurs. Other roles and responsibilities include:

1. Preside at all meetings
  2. Appoint committees
  3. Agenda creation and submission
  4. Prepare/begin/draft Annual Report with Zoning Administrator?
  5. Inform Clerk of any necessary meeting date and/or time changes within 48 hours of known change
  6. Create Action Item list and distribute within 72 business hours of meeting to PC members
- C. Vice Chairperson** - The Vice Chairperson shall act in the capacity of the chairperson in his/her absence. In the event the office of Chairperson becomes vacant, the Vice Chairperson shall succeed to this office for the unexpired term, and the PC shall select a successor to the office of Vice Chairperson for the unexpired term.
- D. Secretary** - The Secretary shall execute documents in the name of the PC and shall perform such other duties as the PC may determine. The Secretary may be assisted by a Recording Secretary and/or the Zoning Administrator in the performance of his/her duties. Other roles and responsibilities include:
1. Ensure hall setup is complete 5 minutes prior to meeting start time (mics checked, name tags, recording equipment, Zoom, chairs, tables, etc.)
  2. Conduct Roll Calls
  3. Monitor zoom & equipment
  4. Take notes
  5. Assist with meeting packet organization and posting in a timely manner.

## SECTION 3: MEETINGS

The business the PC may perform shall be conducted at a public meeting held in compliance with the Open Meetings Act. The PC may establish reasonable rules and regulations in order to minimize the possibility of disrupting the meeting.

- A. Regular Meetings** – Meetings of the PC shall be held on the First Wednesday of each month. All meetings shall take place at Whitewater Township Hall, 5777 Vinton Road, Williamsburg, MI 49690 at 7:00 P.M. When a regular meeting falls on a legal holiday or upon a day resulting in a conflict, the PC shall, if possible, select a suitable alternate meeting date in the same month as the originally scheduled meeting.

Notice of regular PC meetings shall be posted at Township Hall each year in accordance with the Open Meetings Act and on the township website.

- B. Special Meetings** - Special meetings may be called by the Chairperson or upon written request to the secretary by at least two members of the PC. Notice of special meetings shall be given to the members of the PC at least 48 hours prior to the meeting. Such notice shall state the purpose, time and location of the special meeting and shall be posted in accordance with the Open Meetings Act.
- C. Notice** - Notice required for specific planning, zoning or other land use actions will be given in accordance with the Michigan Planning Enabling Act, the Michigan Zoning Enabling Act, Land Division Act, or other applicable statute. All PC agendas and notices will be posted on the Township website, whitewatertownship.org. and in all other Township designated locations.



- D. Public Hearings** - All public hearings held by the PC must be held as part of a regular or special meeting of the PC.
1. Public Hearings that will result in the consideration of amending the Zoning Ordinance text or map shall be set by motion of the PC.
  2. Public Hearings that are required for site plan and/or special use consideration may be set in accordance with the PC regular schedule by the Zoning Administrator.
- E. Agenda** – Per, Section 2B above, the chairperson is responsible for preparing a tentative agenda, with assistance from the Zoning Administrator and/or Recording Secretary, if requested. The agenda may be modified by quorum of the PC. The PC may only take action on items that appear on the agenda.
- F. Quorum** - Four (4) members of the PC shall constitute a quorum for transacting business and taking official action for all matters with the exception of Master Plan adoption or amendments (see G below).
- G. Voting** - An affirmative vote of 2/3 of the members of the PC is required to recommend approval of the master plan or amendments to the plan or to amend these bylaws. Unless otherwise required by statute, other actions or motions placed before the PC may be adopted by a majority vote of the members present and voting, as long as a quorum is present. Voting shall be by voice vote; a roll call vote shall be required if requested by any PC member or directed by the chairperson. Except in the case of conflict of interest, all PC members, including the Chairperson and ex officio member, shall vote on all matters.
- H. Public Records** - All meetings, minutes, records, documents, correspondence and other materials of the PC shall be open to public inspection in accordance with the Freedom of Information Act, except as may otherwise be provided by law.
- I. Parliamentary Procedure** – Parliamentary procedure in PC meetings shall be governed by Roberts Rules of Order.

## SECTION 4: DUTIES OF THE PC

The PC shall perform the following duties:

- A.** Prepare, review, and update a master plan as a guide for development within the Township's planning jurisdiction.
- B.** Take such action on petitions, staff proposals and Township Board requests for amendments to the Zoning Ordinance as required.
- C.** Take such action on petitions, staff proposals and Township Board requests for amendments to the Master Plan as required.

- D. At the beginning of each year the Chairperson shall appoint one member of the PC to prepare an annual written report of the PC's accomplishments, development and planning activities for the Township Board. As required by the Michigan Planning Enabling Act, this report will include the status of planning activities, including recommendations regarding actions by the Township Board. This report will be presented to the PC for approval before presentation to the Township Board. This report should be presented to the Township Board at the first meeting of the following year.
- E. Take such actions as authorized or required by the Michigan Planning Enabling Act.
- F. Take such actions as authorized or required by the Michigan Zoning Enabling Act, and Whitewater Township Zoning Ordinance.
- G. Review, approve and submit an annual budget to the Township Board.
- H. Perform other duties and responsibilities or respond as requested by any Township Board or Commission.

## SECTION 5: ABSENCES AND REMOVALS

- A. To be excused, members of the PC shall notify the PC Chairperson, other Planning Commission member or Township Staff when they intend to be absent from a meeting. Failure to make this notification prior to the meeting shall result in an unexcused absence.
- B. Members may be removed by the Township Board for misfeasance, malfeasance or nonfeasance in office upon written charges and after a public hearing.
- C. Following three consecutive absences or six within any 12-month period, the PC Chairperson shall present to the Township Board a recommendation for dismissal or continued service of a member.

## SECTION 6: CONFLICT OF INTEREST

During the Declaration of Conflict of Interest portion of the agenda, PC member(s) shall disclose the potential conflict of interest to the full PC membership. Failure of a member to disclose a potential conflict of interest as required by these bylaws constitutes malfeasance in office.

Conflict of interest is defined as, and a PC member shall declare a conflict of interest and abstain from participating in PC deliberations and voting on a request, when:

- A. An immediate family member is involved in any request for which the PC is asked to make a decision. "Immediate family member" is defined as a spouse, mother, father, sister, brother, son, or daughter, including an adopted child.
- B. The PC member has a business or financial interest in the property involved in the request or has a business or financial interest in the applicant's company, agency or association.

C. The PC member owns, or has a financial interest in, property that is required to receive a notice of a public hearing as required by the Whitewater Township Zoning Ordinance on an application under consideration by the PC.

D. These guidelines shall be superseded when the “rule of necessity” is invoked.

If there is a question whether a conflict of interest exists or not, the question shall be put before the PC. Whether a conflict of interest exists or not shall be determined by a majority vote of the remaining members of the PC.

In the event that a conflict is declared, the member shall remove themselves from the meeting table until the agenda item is concluded.

## SECTION 7: COMPENSATION

PC members will receive compensation on a per meeting basis as determined by the Township of Whitewater Board of Trustees. PC members may receive reimbursement for travel and expenses with recommendation by the PC and approval by the Township Board.

## SECTION 8: EDUCATION

Members shall complete one training/educational program each year. Training may be provided when available at regular meetings of the PC by other PC members, the Planner or Zoning Administrator and will qualify as acceptable training. Additional training from professional or educational organizations is also encouraged.

## SECTION 9: ORDER OF BUSINESS

The order of business shall be as follows:

1. Mic Check, Call to Order/Pledge of Allegiance
2. Roll Call of PC Members
3. Set/Adjust Meeting Agenda
4. Declaration of Conflict of Interest pertinent to agenda items
5. Public Comment – Any person shall be permitted to address a meeting of the PC. Public comments shall be carried out in accordance with the following rules and procedures:
  - a. Comments shall be directed to the PC, with questions directed to the Chair.
  - b. Any person wishing to address the PC shall speak from the lectern (or use raise hand feature if Zoom is being utilized) and state his/her name and address.
  - c. Persons may address the PC on matters that are relevant to Township planning and zoning issues.
  - d. No person shall be allowed to speak more than once on the same matter, excluding the time needed to answer a PC members' questions.
  - e. Public comment shall be limited to 3 minutes per person.
6. Public Hearing
  - a. Open public hearing/ state time.
  - b. Request those attending sign attendance sheet.
  - c. State date of public hearing notice publication and newspaper published in.
  - d. State purpose of public hearing.

- e. Brief Introductory Presentation (Zoning Admin. Planner, Applicant/Agent, etc).
- f. Read any written comments received.
- g. Receive public comment.
- h. Close public hearing/state time.

Questions shall be addressed through the Chair during the public hearing. PC discussion and action shall take place after the public hearing is closed. Action may also take place at a subsequent PC meeting.

- 7. Approval of Minutes of Previous Meeting(s)
- 8. Correspondence
- 9. Reports/Presentations/Announcements/Comments
  - a. Zoning Administrator
  - b. Chair
  - c. Township Board Representative
  - d. ZBA Representative
  - e. Committee Reports
  - f. Additional Items
- 10. Unfinished Business
- 11. New Business
- 12. Next Meeting Agenda (Review action items, due dates, meeting date/time)
- 13. Public Comment
- 14. PC Discussion/Comments
- 15. Continuing Education (5-15 minutes at each meeting)
- 16. Adjournment

## SECTION 10: EX-PARTE COMMUNICATIONS

Pursuant to the Open Meetings Act, a “meeting” is any gathering of a quorum of members of a governmental body to discuss, or take action on, official business or policy. The term “meeting” also applies to information-gathering and fact-finding sessions at any location where a quorum of members is present and discussions include a public business item. All meetings must be properly noticed and advertised pursuant to the Open Meetings Act.

Members of the PC may not email, text or engage in other forms of electronic communication during, or outside of formal meetings for the purpose of sharing information or asking questions related to any action item. Additionally, it is the policy of the PC to not take part in meetings of three or more PC members at any location with an applicant to discuss a pending action item. Such communication may constitute deliberations toward decision-making or an actual decision.

## SECTION 11: SUBMITTAL DEADLINES

To facilitate timely action on agenda items, it is the policy of the PC to require complete applications, applicable fees and related supporting material to be submitted to the Zoning Administrator no less than ten working days before a scheduled PC meeting. This provides time to review material, determine its completeness, place it on the meeting agenda and include all relevant materials in the meeting packet. If changes, updates, or additional information related to application for an action item is provided less than ten working days before a PC meeting, the PC reserves the right to defer consideration of such additional or updated material to a subsequent meeting.

## **SECTION 12: MEETING PACKETS**

To ensure that PC members and the public have adequate time to review the agenda, and supporting materials for an upcoming meeting, the PC will aim toward making meeting packets available by the close of business on the day that is one week before the meeting. Pursuant to Section 3A above, the packet should be available by 5 PM on the prior Wednesday.

## **SECTION 13: AMENDMENTS**

These bylaws may be amended at any time following a recommendation of the majority of the membership of the PC and subsequent notification to the Township Board. It is the policy of the PC to review these by-laws in January of each year and thereafter, make necessary changes to maintain a relevant and useful set of rules of conduct and practice.

## Potential Recommendation to the Township Board:

The Whitewater Township Planning Commission believes that the existing zoning ordinance is in need of substantial attention. Since first adopted in 1972, it has not undergone a comprehensive update to keep pace with land development trends or regulatory best practices. While it has been amended many times over the years to address specific issues, significant overarching shortcomings are evident. These include:

1. The zoning ordinance seems to now exist as a series of independent chapters in various formats. A zoning ordinance should be one highly interrelated uniform document. Definitions should be used consistently throughout the ordinance and material should be properly cross-referenced throughout. However, since we do not have a single document in a format such as MS Word, we can't easily search for proper use of definitions and necessary cross-references. This increases the potential for problems. .
2. There are duplications in terms of requirements. When requirements are redundant, there is a greater risk of inadvertent conflicts. For example, and at a basic level, minimum lot sizes in some zoning districts exist in more than one place.
3. There are areas where procedural actions could be improved to ensure clarity and reduce ambiguity.
4. Graphics are included in some parts of the Zoning Ordinance. However, one is backward (33-1) and impossible to use. More graphics would be helpful throughout the ordinance to help convey complex terminology.
5. Because much of the Whitewater Township Zoning Ordinance was written prior to the Michigan Zoning Enabling Act of 2006, a review should be conducted to double check required consistency.
6. The zoning districts in the Whitewater Township Zoning Ordinance are defined by legal descriptions. This method of defining zoning district boundaries is rarely used today and obviously problematic to anyone who wishes to simply determine how land is zoned. A zoning map was prepared and exists (and on the website), but there is no evidence it is part of the zoning ordinance. It also lacks a basic scale to measure distance.
7. Tools such as hyperlinks can be added to the zoning ordinance to allow quick and easy navigation within the ordinance. Creating these links helps to make the ordinance easier to follow and helps ensure cross-references are accurate.
8. Sections of the Ordinance may need to be moved to provide for a more logical sequence of zoning material.
9. Definitions should be reviewed, updated and improved. Good zoning practice avoids definitions with development standards contained therein. For example, the existing definition of a residential fence includes requirements for height, placement, materials, etc. It is unlikely that someone would find the requirements for residential fence in the definitions. Issues like these create a greater potential for errors.

Attached is a summary of these points in a graphical format.

Going forward, the Planning Commission holds the following views with regard to the future work on the Zoning Ordinance.

1. No more amendments should be worked on (apart from Article 28) until shortcomings with the existing ordinance are addressed. We simply believe we lack a good foundation to build on and go forward with.
2. The work necessary to create the needed foundation should be approached in the following way:
  - a. Identify all adopted zoning language in whatever form it is in and convert/retype it into a single MS Word Document.
  - b. Review and edit zoning language in a manner that is as "content neutral" as possible. The detailed task and process of reviewing the existing ordinance as described above will likely reveal many issues that need to be addressed. Small issues should be clearly identified and corrected. We can use colored text so the minor changes are evident. Substantial issues should be identified, added to a running list and then left to address at a later time. This will help avoid getting bogged down in larger issues and delay completion of the whole project.

- c. The Planning Commission is ready to work with our Planner on this project. He would lead this project and we would naturally include our zoning administrator and township attorney in the process.
- d. Of course, we are looking at a substantial amount of work and there will be associated costs. Our Planner has indicated the need for between \$7,000 and \$9,000 in funding to support this work. A funding range is necessary as there are several unknowns with respect to available documents. An updated zoning ordinance can be expected in about 3-4 months (depending on meeting availability).
- e. The updated Zoning Ordinance would be the subject of a public hearing before being forwarded to the Township Board for action.
- f. Once adopted, Whitewater Township can then systematically move through more substantial changes, giving each needed attention and deliberation.



# **Whitewater Zoning Update**



# SUMMARY

Lot Standards	
Min. Lot Area (sq. ft.)	20,000 sq
Min. Lot Width (ft.)	100 feet
Max. Lot Coverage (%)	25 percent
Building Height (ft.)	35 feet
Building Height (stories)	2.5 stories
Building Width of a Principal Structure	24 feet

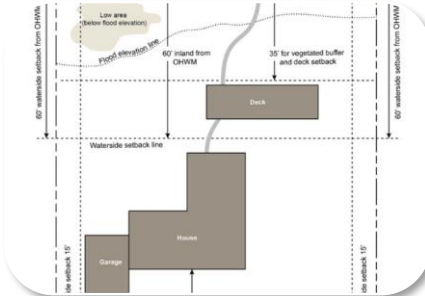
Condense requirements into tables



Clarify procedures and process



Address conflicting sections



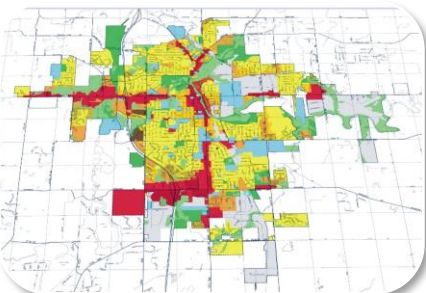
Develop graphics to illustrate complex land development ideas



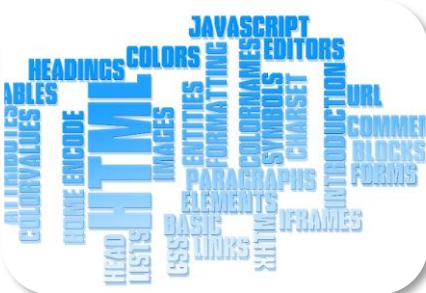
Current material on the twp. web includes “draft” pages and it is not clear if all amendments are included



Ensure conformance with state law.



Fix the Zoning Map



Use new computer tools to navigate the document more easily



Reorganize material for more logical sequence of information



Update, Correct & Add Definitions

# Text vs. Tables

## Present

Minimum Parcel Size Shall be 45,000 square feet with a minimum width of 150 feet. (80 10' by 20' units = 22,000 square feet with a 35% lot coverage by structures equals 44,000 square feet.)

Existing C-1 Zone Setbacks Front - 35'; Side 10'; Rear 30'. 35% lot coverage by structures.

The minimum space dimensions per unit are:

- (a) Width - thirty (30) feet
- (b) Depth - sixty (60) feet
- (c) These dimensions shall be increased as necessary to accommodate larger vehicles so that there is no less than eight feet between a tent or trailer and the perimeter of the rental space. This eight foot area (16 feet between recreational units) shall be planted with shrubs and a minimum of two trees per lot line.

## Future

<b><i>Lot Standards</i></b>	
<i>Min. Lot Area (sq. ft.)</i>	20,000 sq. ft.
<i>Min. Lot Width (ft.)</i>	100 feet
<i>Max. Lot Coverage (%)</i>	25 percent
<i>Max. Building Height (ft.)</i>	35 feet
<i>Max. Building Height (stories)</i>	2.5 stories
<i>Min. Building Width of a Principal Structure</i>	24 feet

# Clarify Procedures and Processes

Present

## REQUEST FOR AMENDMENT

**Section 9.1 Request and Meeting:** Any person affected by this Ordinance may submit a request in writing to the Secretary of the Township Zoning Board asking that consideration be given to a specific amendment to this Ordinance in the particulars set forth in the request. The Zoning Board shall thereafter hold a meeting to consider said petition and shall notify the petitioner of the time and place of such meeting not less than ten (10) days prior thereto.

Future

## Section 13.07 Amendments (currently Article 9)

- (A) **Initiation of Amendments (NEW SECTION).** The Township Board may amend, supplement or change the regulations or the district boundaries of this Ordinance pursuant to the authority and according to the procedure set forth in Act 110, of the Public Acts of 2006, as amended. Text amendments may be proposed by the Township Board, Planning Commission, or any interested person or organization. Changes in zoning district boundaries may be proposed by the Township Board, Planning Commission, any person having a freehold interest in the premises concerned, or by the designated agent of a person having a freehold interest in the property.
- (B) **Application for Amendment (NEW SECTION).** An application for an amendment to the text of this Ordinance or an amendment to change the zoning classification of a particular property shall be commenced by filing an application with the Planning Director on the forms provided by the Township, and accompanied by the fees specified. The application shall describe the proposed amendment and shall be signed by the applicant. Applications for rezoning of a specific site shall be accompanied by a plot plan or survey which specifies the boundaries and legal description of the site. The Planning Director, Planning Commission, and Township Board may request additional information with the application.
- (C) **Amendment Review Procedures (NEW SECTION).** The amendment, be it a text or a map amendment, and application materials shall be prepared in accordance with the provisions of this Section, and shall be reviewed in accordance with the following procedure. Amendment or application materials that do not meet the stipulated requirements shall be considered incomplete and shall not be eligible for consideration by the Planning Commission:
- (1) **Public Hearing.** A public hearing shall be held for all proposed amendments in accordance with the procedures set forth in the Michigan Zoning Enabling Act, PA 110 of 2006 (as amended) as summarized in [Section 13.08](#).
  - (2) **Planning Commission Consideration of the Proposed Amendment.** The Planning Commission shall review the proposed amendment, together with any reports and recommendations from staff, consultants, other reviewing agencies and any public comments. The Planning Commission shall identify and evaluate all factors relevant to the petition, including the appropriate criteria listed in this Section, and shall report its findings and recommendation to the Township Board.
  - (3) **Township Board Action on the Proposed Amendment.** Upon receipt of the report and recommendation from the Planning Commission, the Township Board may approve or deny the proposed amendment. If determined to be necessary, the Township Board may refer the amendment back to the Planning Commission for further consideration. In the case of an amendment to the official Zoning Map, the Township Board shall approve or deny the amendment, based upon its consideration of the criteria contained in this Section.

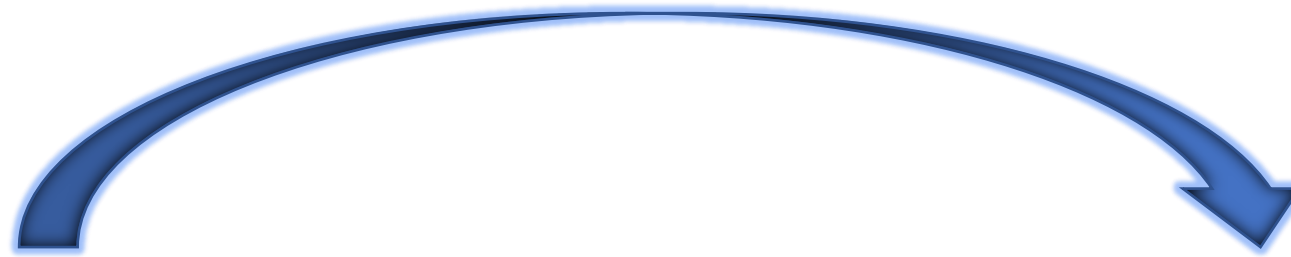
findings, recommendations, and a decision. The Planning Commission and Township Board may also take into account other factors or considerations that are applicable to the application but are not listed below.

- (1) Consistency with the goals, policies and objectives of the Master Plan and any sub-area plans. If conditions have changed since the Master Plan was adopted, consistency with recent development trends in the area shall be considered.
- (2) Consistency with the basic intent and purpose of this Zoning Ordinance.
- (3) The capability of the street system to safely and efficiently accommodate the expected traffic generated by uses permitted in the requested zoning district.
- (4) The capacity of the Township's utilities and services sufficient to accommodate the uses permitted in the requested district without compromising the health, safety and welfare of the Township.
- (5) That conditions have changed since the Zoning Ordinance was adopted or there was an error in the Zoning Ordinance that justifies the amendment.
- (6) That the amendment will not be expected to result in exclusionary zoning.
- (7) If a rezoning is requested, compatibility of the site's physical, geological, hydrological, and other environmental features with the uses permitted in the proposed zoning district.
- (8) If a rezoning is requested, compatibility of all the potential uses allowed in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values.
- (9) If a rezoning is requested, the boundaries of the requested rezoning district will be reasonable in relationship to surrounding zoning districts, and construction on the site will be able to meet the dimensional regulations for the requested zoning district.
- (10) If a rezoning is requested, the requested zoning district is considered to be more appropriate from the Township's perspective than another zoning district.
- (11) If a rezoning is requested to allow for a specific use, rezoning the land is considered to be more appropriate than amending the list of permitted or special land uses in the current zoning district to allow the use.
- (12) If a rezoning is requested, the requested rezoning will not create an isolated or incompatible zone in the neighborhood.

- (E) **Notice of Adoption of Amendments (NEW SECTION).** Following adoption of an amendment by the Township Board, 1 notice of adoption shall be filed with the Township Clerk and 1 notice shall be published in a newspaper of general circulation in the Township within 15 days after adoption, in accordance with the Michigan Zoning Enabling Act, Public Act 110 of 2006,



# Address Conflicting Material

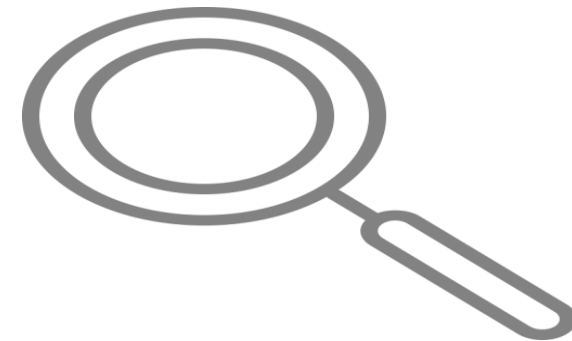


**Present**

**Future**

Section 4.2.2 Conflicting Regulations: In the interpretation, application, and enforcement of the provisions of this Ordinance, whenever any provision or limitation imposed or required by the provisions of this Ordinance are more stringent than any other law or ordinance, then the provisions of this Ordinance shall govern, provided that whenever the provisions of any other law or ordinance impose more stringent requirements than are imposed or required by this Ordinance, then the provisions of such other law or ordinance shall govern.

Once in a single word document, search code language and identify missing or conflicting material (missing references, terminology, etc.)



# Develop Graphics to Better Illustrate Complex Key Terms & Requirements

Present

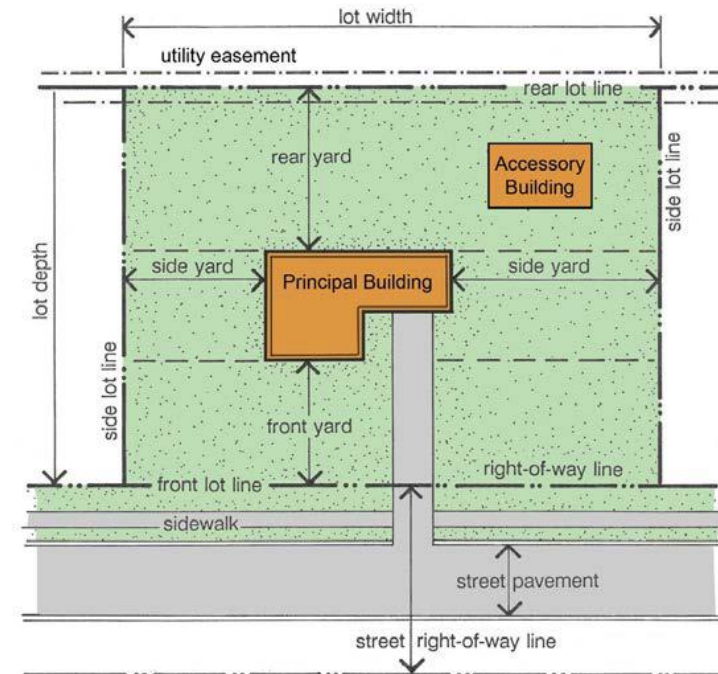
Future

Yard: An open space on the same lot with a building, unoccupied and unobstructed from the ground upward, except as otherwise provided herein. The measurement of a yard shall be construed as the minimum horizontal distance between the lot line and the building line.

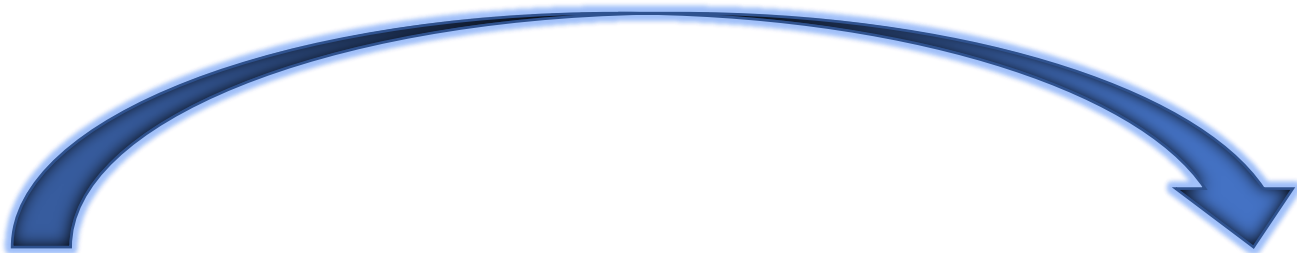
Yard, Rear: An open space on the same lot with a main building unoccupied except as herein permitted, extending the full width of the lot and situated between the rear line of the lot and the rear line of the building projected to the sidelines of the lot. The depth of the rear yard shall be measured between the rear line of the lot, or the center line of the alley, if there be any alley, and the rear line of the building.

Yard, Side: An open, unoccupied space on the same lot with the building, situated between the building and the side line of the lot and extending from the front yard to the rear yard. Any lot line not a front line shall be deemed a side line.

Figure 2-4. Yard Terms



# Incorporate Amendments Since 2009

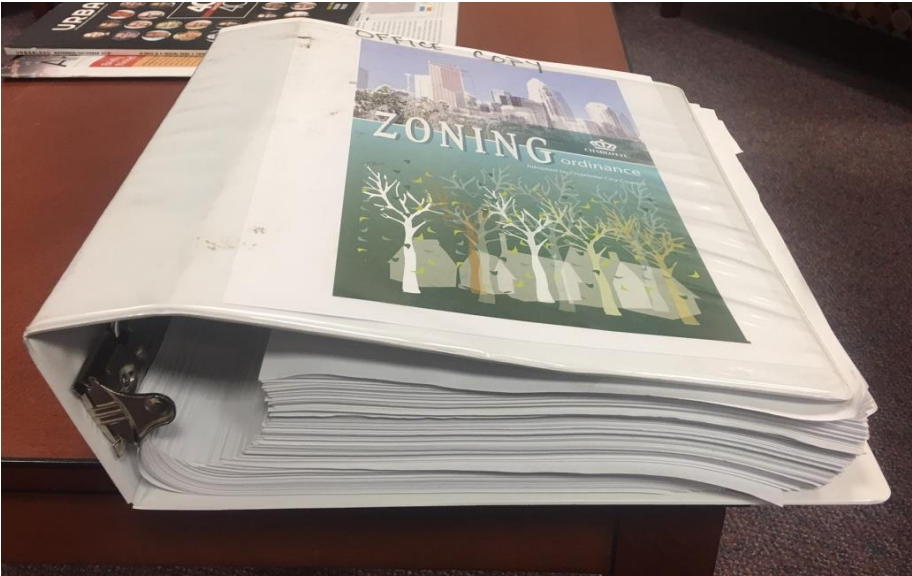
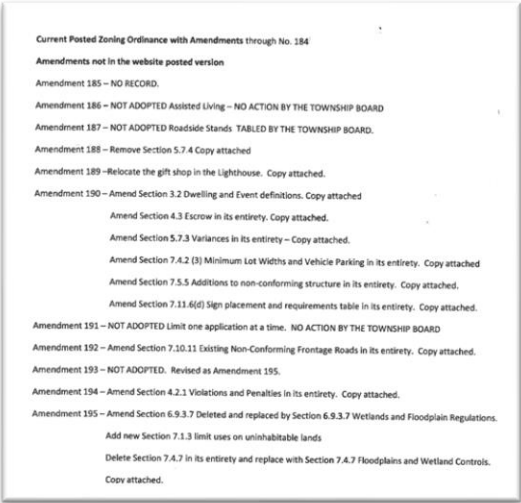


Present

Future

Amendment List

Single Up-to-Date Ordinance Book



# Review for Conformance with Michigan Planning/Zoning Statues

## MICHIGAN ZONING ENABLING ACT Act 110 of 2006

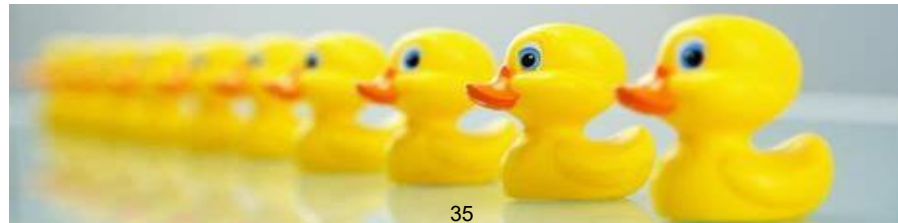
AN ACT to codify the laws regarding local units of government regulating the development and use of land; to provide for the adoption of zoning ordinances; to provide for the establishment in counties, townships, cities, and villages of zoning districts; to prescribe the powers and duties of certain officials; to provide for the assessment and collection of fees; to authorize the issuance of bonds and notes; to prescribe penalties and provide remedies; and to repeal acts and parts of acts.

**History:** 2006, Act 110, Eff. July 1, 2006.

## MICHIGAN PLANNING ENABLING ACT Act 33 of 2008

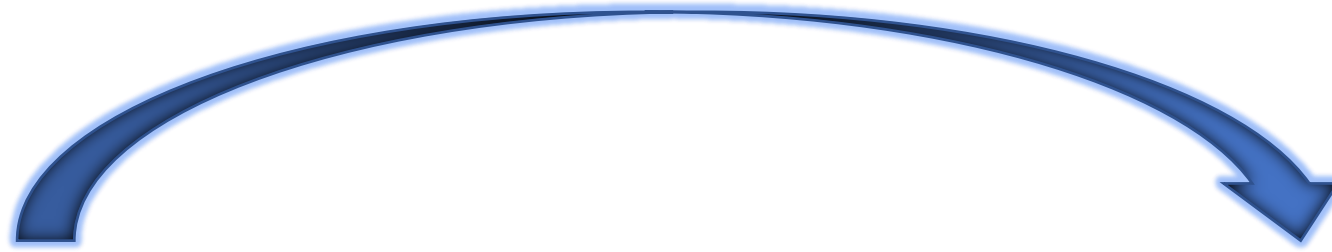
AN ACT to codify the laws regarding and to provide for county, township, city, and village planning; to provide for the creation, organization, powers, and duties of local planning commissions; to provide for the powers and duties of certain state and local governmental officers and agencies; to provide for the regulation and subdivision of land; and to repeal acts and parts of acts.

**History:** 2008, Act 33, Eff. Sept. 1, 2008.

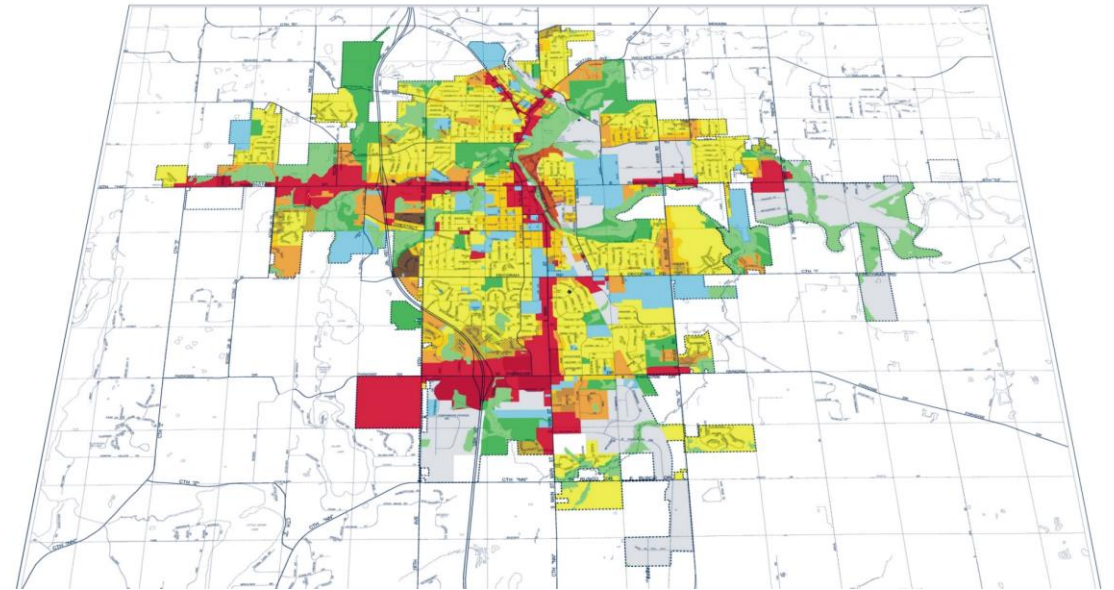




# Update / Create the Zoning Map



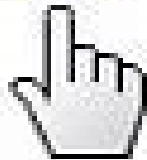
5.11 RESIDENTIAL DISTRICT R-2. This district shall comprise that portion of the Township described as follows: 1. The Southeast quarter of the Northwest quarter of Section 4, Town 27 North, Range 9 West, except that portion described in the Residential RI District. 2. The East half of the Southwest quarter of Section 4, Town 27 North, Range 9 West, except that portion described in Residential District R-1. 3. The East half of Section 4, Town 27 North, Range 9 West, except that portion described in the Residential RI District, and except that portion lying northerly of a line which is 575 feet southerly of and parallel to the centerline of State Highway M-72.





# Use Document Navigation Tools

## Links



Use	A-1	R-1A	R-1B	R-1C	R-1D	C-1	Development Standard
Accessory Buildings and Structures	P	P	P	P	P	P	<a href="#">Section 7.10</a>
Adult Foster Care, Family Home	P	P	P	P	P		<a href="#">Section 6.01(A)</a>
Adult Foster Care, Small Group Home	P	P	P	P	P		<a href="#">Section 6.01(B)</a>
Agricultural Labor Camp, Less than 5 migrant workers	P						
Agricultural Labor Camp, Licensed	P						
Airports and Airfields	SU						<a href="#">Section 3.14</a>
Barn Storage	P						<a href="#">Section 6.02</a>
Bed and Breakfasts	SU	SU	SU	SU	SU		<a href="#">Section 6.03</a>
Cemeteries	P						
Child Care, Family Home	P	P	P	P	P		
Child Care, Group Home	P	P	P	P	P		<a href="#">Section 6.06</a>
Child Care Centers						SU	<a href="#">Section 6.04</a>
Dwelling, Multiple-Family	SU	SU	SU	SU	SU		<a href="#">Section 6.07</a>
Dwelling, Secondary	P	P	P	P	P		<a href="#">Section 6.08</a>
Dwelling, Single-Family	P	P	P	P	P		
Essential Services	P	P	P	P	P	P	<a href="#">Section 7.01</a>
Farm Supply and Implement Dealers						SU	
Fences	P	P	P	P	P	P	<a href="#">Section 7.11</a>
Food Processing Plant	SU						<a href="#">Section 6.10</a>
Game or Hunting Preserves Operated for Profit	SU						
Gas Stations						SU	<a href="#">Section 6.11</a>
General Farming and Horticultural Uses Permitted by Right	P	P	P	P	P		<a href="#">Section 6.12</a>
Greenhouses and Nurseries (Retail Sales)	SU						<a href="#">Section 6.13</a>
Home Occupations	P	P	P	P	P		<a href="#">Section 6.14</a>
Hotels and Motels						SU	<a href="#">Section 6.15</a>
Indoor Recreation						SU	<a href="#">Section 6.16</a>
Institutional Structures and Uses	SU	SU	SU	SU	SU		<a href="#">Section 6.17</a>
Junk Yards						SU	<a href="#">Section 6.18</a>
Keeping of Domestic Pets	P	P	P	P	P		<a href="#">Section 6.19</a>
Kennels	SU						<a href="#">Section 6.20</a>
Marinas						SU	<a href="#">Section 6.21</a>
Mining or Removal of Top Soil	P						<a href="#">Section 8.03</a>
Mobile Homes (not in a Mobile Home Park)	P	SU	SU	SU	SU		<a href="#">Section 6.22</a>
Mobile Home Park Developments					SU		<a href="#">Section 6.23</a>
Off-Street Parking Lots					SU		<a href="#">Article 9</a>
Pet Sitter	P	P	P	P	P	P	<a href="#">Section 6.14</a>
Planned Unit Development	SU	SU	SU	SU	SU		<a href="#">Section 5.01</a>
Professional Offices						SU	
Public Areas (Parks, Recreation, and Conservation Areas)	P	P	P	P	P		<a href="#">Section 6.24</a>
Raising and Keeping of Small Animals	P						
Raising, Keeping, and Boarding of Livestock	P						
Raising of Fur Bearing Animals for Profit	SU						
Recreational Unit Park	SU						<a href="#">Section 6.25</a>
Recreational Unit Sales						SU	
Recreational Vehicle Storage	P	P	P	P	P		<a href="#">Section 7.02</a>
Rental of Non-Owner Occupied Dwelling (30 days or more)	P	P	P	P	P		<a href="#">Section 6.26</a>

(A) Intent and Purpose ( <a href="#">currently Section 6.5.1</a> )
This section establishes the R-1D Community Residential District to encourage moderately high density development where community services such as fire protection, schools, commercial development, community parks and services are available.

(B) Uses Permitted by Right	(C) Uses Permitted by Special Use Permit
<ul style="list-style-type: none"> <li>Accessory Buildings and Structures (<a href="#">Section 7.10</a>)</li> <li>Adult Foster Care, Family Home (<a href="#">Section 6.01(A)</a>)</li> <li>Adult Foster Care, Small Group Home (<a href="#">Section 6.01(B)</a>)</li> <li>Child Care, Family Home</li> <li>Child Care, Group Home (<a href="#">Section 6.06</a>)</li> <li>Dwelling, Secondary (<a href="#">Section 6.08</a>)</li> <li>Dwelling, Single-Family</li> <li>Essential Services (<a href="#">Section 7.01</a>)</li> <li>Fences (<a href="#">Section 7.11</a>)</li> <li>General Farming and Horticultural Uses Permitted by Right (<a href="#">Section 6.12</a>)</li> <li>Home Occupations (<a href="#">Section 6.14</a>)</li> <li>Keeping of Domestic Pets (<a href="#">Section 6.19</a>)</li> <li>Pet Sitter</li> <li>Public Areas (Parks, Recreation, and Conservation Areas) (<a href="#">Section 6.24</a>)</li> <li>Recreational Vehicle Storage (<a href="#">Section 7.02</a>)</li> <li>Rental of Non-Owner Occupied Dwelling (30 days or more) (<a href="#">Section 6.26</a>)</li> <li>Shoreline Uses (<a href="#">Section 3.13</a>)</li> <li>Site Condominium (<a href="#">Section 5.02</a>)</li> <li>Solar Energy Systems, Ground-Mounted (10kW or less) (<a href="#">Section 6.30</a>)</li> <li>Solar Energy Systems, Roof-Mounted (<a href="#">Section 6.30</a>)</li> <li>Storage Outdoor (<a href="#">Section 7.05</a>)</li> <li>Subdivision (See Subdivision Control Ordinance)</li> <li>Swimming Pools (<a href="#">Section 7.12</a>)</li> <li>Temporary Buildings (<a href="#">Section 7.03</a>)</li> <li>Walls, including Retaining Walls (<a href="#">Section 7.11</a>)</li> </ul>	<ul style="list-style-type: none"> <li>Bed and Breakfasts (<a href="#">Section 6.03</a>)</li> <li>Dwelling, Multiple-Family (<a href="#">Section 6.07</a>)</li> <li>Institutional Structures and Uses (<a href="#">Section 6.17</a>)</li> <li>Mobile Homes (Not in a Mobile Home Park) (<a href="#">Section 6.22</a>)</li> <li>Mobile Home Park Developments (<a href="#">Section 6.23</a>)</li> <li>Planned Unit Developments (<a href="#">Section 5.01</a>)</li> <li>Sewage Treatment and Disposal Installations (<a href="#">Section 6.29</a>)</li> <li>Wind Energy Conversion Systems (WECS) (<a href="#">Section 6.33</a>)</li> </ul>

The above list is a summary of uses permitted by right or special land use approval in the district, subject to [Section 3.06](#).

(D) Dimension Regulations ( <a href="#">currently Section 6.5.4 and Section 6.8</a> )			
Lot Standards	Minimum Setbacks		
Min. Lot Area (sq. ft.)	15,000 sq. ft.	Front Yard	25 feet
Min. Lot Width (ft.)	100 feet	Side Yard	15 feet
Max. Lot Coverage (%)	30 percent	Rear Yard	30 feet
Max. Building Height (ft.)	35 feet	Ordinary High Water Mark	60 feet (See <a href="#">Section 3.13</a> )
Max. Building Height (stories)	2.5 stories		
Min. Building Width of a Principal Structure	24 feet		

Dimension Regulations are subject to [Article 4 "Schedule of Regulations"](#) limiting the height and size of buildings, the minimum size of lots permitted, the minimum yard setbacks required, and the maximum lot coverage permitted.

# Reorganize material for more logical sequence of information (If needed)

Present

Section 6.9.4.1 Condominium Plan, Protective Covenants and Deed Restrictions	5
Section 6.9.4.2 Preliminary Engineering Plans	5
Section 6.9.4.3 LIGHTING STANDARDS	5
Section 6.9.5 REVIEW PROCEDURES	5
Section 6.9.5.1 Distribution to Authorities	5
Section 6.9.5.2 Staff Review	5
Section 6.9.5.3 Planning Commission	5
Section 6.9.5.4 Township Board	5
Section 6.9.6 Conditions and Duration of Approval	5
Section 6.9.6.1 Conditions	5
Section 6.9.6.2 Duration	5
Section 6.9.6.3 Condominium Subdivision Plan Approval Contract	5
Section 6.10 Vehicular Parking	5
Section 6.10.1 Intent and Purposes	5
Section 6.10.2 Uses Permitted Under Special Conditions	5
Section 6.10.3 Yards and Lot Sizes	5
ARTICLE VII	5
SUPPLEMENTARY REGULATIONS	5
Section 7.1 Miscellaneous Regulations	5
Section 7.1.1 Prior Building Permits	5
Section 7.1.2 Sanitation Requirements	5
Section 7.2 Supplementary Use Regulations	5
Section 7.2.1 Use of Structure for Temporary Dwelling	5
Section 7.2.2 Deleted by amendment 100C	5
Section 7.2.3 Mining or Removal of Topsoil	5
Section 7.2.4 Outdoor Storage	5
Section 7.2.5 Stormwater Detention	5
Section 7.2.6 Supplemental Setbacks for Planned Unit Developments, Mobile Home Parks and Other Group Housing Developments	5
Section 7.2.7 Setback for Agricultural Lands Abutting Certain Residential Land Uses	5
Section 7.3 Supplementary Height and Area Regulations	5
Section 7.3.1 Permitted Exceptions	5
Section 7.3.2 Permitted Exceptions, Agricultural Districts	5
Section 7.3.3 Individual lot areas in plats abutting certain agricultural lands	5
Section 7.3.4 Any lot existing and of record on the effective date of this original Ordinance	5
Section 7.4 Supplemental Great Lake Shoreland Regulations	5
Section 7.4.1 Intent and Purpose	5
Section 7.4.2 Shared Waterfront Ownership	5

Future

Article 1	Title, Purpose, and Scope
Article 2	Definitions
Article 3	Zoning Districts and Map
Article 4	Schedule of Regulations
Article 5	Optional Residential Development Standards
Article 6	Standards Applicable to Specific Uses
Article 7	General Provisions
Article 8	Environmental Performance Standards
Article 9	Parking, Loading, Access Management, and Private Roads
Article 10	Signs
Article 11	Nonconformities
Article 12	Administrative Organization
Article 13	Administrative Procedures

# Update, Correct & Add Definitions



**Present**

**Future**

## Corrections

### FENCE, RESIDENTIAL STANDARDS:

1. Fences shall have the finished side facing outward away from the property in which it is located. 2. No fence shall be erected within the 50-foot setback of any lakes, rivers, streams. 3. Fences shall not exceed a height of 6 feet. 4. Prohibited fences include barbed wire, electric charges, or fences with sharp materials located on top.

Fence: An enclosure or barrier, such as wooden posts, wire, iron, etc., used as a boundary, means of protection, privacy screening or confinement, but not including hedges, shrubs, trees, or other natural growth.

**Development standards/requirements do not belong in definitions.**

Whitewater Township  
2009 Community Input Survey

November 2009

Whitewater Township  
Grand Traverse County, Michigan



**McKenna**  
ASSOCIATES  
I N C O R P O R A T E D

This page intentionally left blank.

# Acknowledgements

## **Survey Design Team**

Ardella Benak, Township Treasurer  
Arnell Boyd, Township Trustee  
Vaughn Harshfield, Citizen at Large  
Kim Mangus, Planning Commissioner  
Patrick Miller, Planning Commissioner

## **Board of Trustees**

Larry Lake, Supervisor  
Carol Hockin, Clerk  
Ardella Benak, Treasurer  
Arnell Boyd, Trustee  
Paul Hubbell, Trustee

## **Planning Commission**

Steve Zakrajsek, Chairperson  
Kim Mangus, Vice Chairperson  
Matt Lyons, Secretary  
Arnell Boyd, Township Board Representative  
Julie Courtade, Member  
Patrick Miller, Member  
Glenn Savage, Member

## **Township Staff**

Leslie Meyers, Planning and Zoning Administrator  
Ronald Akers, Planning and Zoning Intern

This page intentionally left blank.

# Table of Contents

Acknowledgements .....	i
Table of Contents .....	iii
<b>1      Executive Summary</b>	
Overview of Methodology .....	1
Major Survey Findings .....	3
<b>2      Charts and Graphs</b>	
Survey Results.....	11
Demographics .....	34
<b>3      Tabular Data</b>	
Survey Results.....	43
Demographics .....	57
<b>4      Open-Ended Questions</b>	
Question 11.....	61
Question 23.....	63
<b>5      Survey Instrument</b>	
Whitewater Township 2009 Community Input Survey .....	87



This page intentionally left blank.

# 1 – Executive Summary

## Overview of Methodology

Whitewater Township, under the direction of the Survey Design Team, conducted a Community Input Survey during September and October of 2009 to assist with the update the Township's Master Plan and to gather public opinion regarding the Township currently and in the future. The survey was designed to obtain statistically valid results from property owners and residents in Whitewater Township. The survey was administered via first class mail.

McKenna Associates (McKenna) worked closely with Whitewater Township and the Survey Design Team in the development of the survey. This work allowed the survey to be tailored to the issues of specific importance to the Township to effectively prepare a future master plan.

McKenna mailed surveys to all 1,425 property owners in Whitewater Township. The 1,425 property owners include full-time and seasonal residents as well as those who do not live in the Township but own property. In the two weeks leading up to mailing the survey, a postcard was mailed to all recipients to inform them of the forthcoming survey.

The goal was to obtain a total of at least 337 completed surveys, which would be equal to 95% level of confidence with a precision of at least +/- 5%. This is based on a total population of approximately 2,750 in the Township. This goal was accomplished, with a total of 564 surveys having been completed. The results of the 564 completed surveys have a 99% level of confidence with a precision of at least +/- 4.8%.

The following pages summarize the major survey findings.

This page intentionally left blank.

## Major Survey Findings

### 1 – The Township Today

50.3% of the respondents indicated that the Township can be described as rural, followed by agricultural (43.4%) and quiet (37.5%). In addition to the top three responses, there was a cluster of answers which received 21.0% to 27.6% of the responses – gateway to Traverse City (27.6%), low density (27.5%), safe (25.9%), and forested (21.0%). All of these responses are generally consistent with the predominant image of the Township, and reinforces what respondents' value most about the community.

### 2 – The Township in 10 to 20 Years

43.6% of the respondents indicated that in 10 to 20 years they would like to be able to describe the Township as quiet, followed by safe (40.4%) and rural (38.2%). The responses that received between 20.6% and 30.9% include agricultural (30.9%), low density (28.0%), recreational (26.6%), and forested (20.6%). These answers are consistent with the image of the Township today and provide a direction for future master plan activities. The Township may choose to utilize this information when formulating goals and objectives as well as the future land use plan.

### 3 – Level of Satisfaction with Township Services

Respondents were generally positive regarding Township services with a number of the options receiving a very satisfied or satisfied response. Respondents were most satisfied with the recycling center, park facilities, and fire protection. The remaining options received a neutral ranking, including zoning ordinance enforcement, building inspections, Township planning commission, Township board, community events, and Township website.

When comparing the responses of full-time, seasonal, and property owners, full-time residents generally indicated satisfaction with fire protection, emergency medical services, police services, recycling, and the access to township leaders/officials. On the other hand, they were more dissatisfied with the road maintenance and repair.

### 4 – Importance of Township Offerings and Financial Support

This question asked how important a number of items were for the Township to develop or improve over the next 10 to 20 years and if they would support paying additional funds for each item. Respondents indicated that shoreline and waterway protection, fire protection, emergency medical services, and farmland/open space preservation were very important. Zoning regulations, recreation facilities, senior services, and park facilities were indicated to be somewhat important, while walking/biking paths were slightly important. Those indicated to be not important included the Village of Williamsburg, community center, new Township hall, web/televised Township meetings, availability of public water, community events/festivals, and library.

The only offering that respondents indicated that they would support with additional funding is emergency medical services, but only by a small margin (215 yes/197 no). Additional funding for fire protection is not supported but only by a small margin again as well (198 yes/214 no).

In general, shoreline and waterway protection, fire protection, emergency medical services, farmland preservation, and walking trails are important to full-time, seasonal, and property owners, but there is a lack of financial support for all but emergency medical services.

**5 – Views on Growth and Development**

45.9% of the respondents indicated that they would prefer the Township to plan for growth and development. This is an indication that the Township is generally supportive of a thoughtful master plan and a process that is open and responsive to the issues identified in this survey.

**6 – Growth and Development Opportunities**

54.1% of the respondents indicated that they would like the Township to seek small-scale commercial (54.1%), agricultural tourism (49.0%), and residential (42.9%) growth and development opportunities.

**7 – Village of Williamsburg Redevelopment**

49.6% of the respondents indicated that the Village of Williamsburg should not be redeveloped. The responses were consistent among full-time, seasonal, and property owners. This may indicate that respondents do not support a full redevelopment of the Village, but based on subsequent questions and responses, respondents would like to see new development and improvements in the Village area.

**8 – Uses in the Village of Williamsburg**

56.5% of the respondents indicated that they would like to see small-scale commercial encouraged in the Village of Williamsburg, followed by single family residential (52.3%), and restaurants/cafes (43.3%). These uses are generally consistent with those indicated in the responses to question 6, and would be a good fit in the Village.

**9 – Housing in 10 to 20 Years**

Respondents indicated that the amount of single family homes on acreage, seasonal homes, affordable single family homes, single family homes on small lots, senior housing, “mother-in-law” apartments, and guest houses should stay the same over the next 10 to 20 years. The remaining options were indicated as none are needed, which includes townhouses/condominiums, cluster housing, multiple family housing, apartments, duplexes, manufactured housing, and short term rentals.

When comparing the responses of full-time, seasonal, and property owners, full-time residents were supportive of more affordable single family homes and senior housing. Additionally, property owners were supportive of more single family homes on acreage given they have not built a home in the Township at this time. The

Township should explore opportunities to provide more affordable single family homes and senior housing in the coming years.

**10 – Location of New Single Family Residential Development**

40.5% of the respondents indicated that new single family residential development should be scattered throughout the Township, followed by areas of existing single family homes (35.6%), on acreage (31.8%), Village of Williamsburg (28.5%), and South of M-72 (20.1%). It should be noted that the responses between those living on the north and south side of M-72 were consistent. These locations should be reviewed during the preparation of the master plan as areas for future single family residential development.

**11 – Commercial and Office Uses**

55.5% of the respondents indicated that small-scale commercial would be desirable in the Township, followed by a sit-down restaurant (50.5%), café/coffee shop (48.5%), service commercial (37.8%), and medical offices (38.7%). These uses are similar to those desired in the Village, which may be a suitable location in addition to existing commercial areas along M-72.

**12 – New Commercial Development**

45.4% of the respondents indicated that new commercial development should be located along M-72, followed by the Village of Williamsburg (35.3%), and the same location currently (28.2%). The existing commercial area along M-72 and the Village should be reviewed during the preparation of the master plan to ensure future commercial development is encouraged in both places.

**13 – Agricultural-Based Tourism**

76.2% of the respondents indicated that the Township should promote agricultural-based tourism. This can be done through zoning changes, support for agricultural-tourism in the master plan, and marketing efforts.

**14 – Development Along M-72**

56.8% of the respondents indicated that they would like to see agricultural tourism along M-72, followed by service commercial (43.2%), and clustered commercial with open spaces (37.0%). This is consistent with previous questions, and indicates that M-72 is a good location for future commercial development.

**15 – Appearance of M-72 Commercial Area**

46.5% of the respondents indicated that they would like the appearance of the commercial area of M-72 to be natural open space, followed by the same as it is today (37.2%). The Township should encourage redevelopment of existing vacant sites, clustered commercial, incorporation of open spaces and natural areas, and traditional northern Michigan architecture. These could be incorporated into the master plan as well as design requirements in the zoning ordinance.

**16 – Allowance of Accessory Buildings**

50.5% of the respondents indicated that accessory buildings should be allowed on a lot without a home or cottage. When the responses were compared to the size of property the respondent lives on or owns and the location in the Township (north or south of M-72), the majority indicated yes. The only difference was when the responses of full-time, seasonal, and property owners were compared, and seasonal residents were not in favor of allowing accessory buildings without a home or cottage.

**17 – Limiting the Size of Accessory Buildings**

48.8% of the respondents indicated that the size of residential accessory building should be limited. Those living on/owning lots of 5 acres or less were supportive of limiting the size, whereas those who live on/own 6 acres or greater were not. Additionally, seasonal residents and those living north of M-72 were supportive of limiting the size, but full-time residents, property owners, and those living south of M-72 were evenly split on the issue. The Township should potentially limit the size of accessory buildings on smaller lots (i.e. under 5 acres) and depending on the location (i.e. agricultural versus subdivision). Larger accessory building may be suitable for specific areas in the Township.

**18 – Home-Based Businesses**

57.0% of the respondents indicated that home-based businesses should be encouraged in the Township. Those responding no and no opinion were generally split, 20.5% and 22.5%, respectively. Some hesitancy on the part of the respondent to support home-based businesses may indicate a need for appropriate regulations to ensure that the use does not disturb the surrounding residential area.

**19 – Township Zoning Issues**

Respondents indicated that the Township should make wind turbines, junk/trash, farm markets, noise regulations, signs, lighting standards/night skies, large lot residential zoning, and odors a priority. Those not considered to be a high priority include “mother-in-law” apartments, guest houses, short term vacation rentals, and outdoor wood burners. It should be noted that both “mother-in-law” apartments and guest houses received a large number of no opinion responses which were primarily from seasonal residents and property owners.

The Township should begin with reviewing the high priority issues, starting with junk/trash, noise regulations, odors, signs, and lighting standards/night skies. The remaining issues should be reviewed and more information should be gathered to determine the degree and what type of regulations are necessary, if any. All of these issues any future should be reviewed on a continual basis.

**20 – Minimum Required Lot Size South of M-72**

55.6% of the respondents indicated that the 5 acre minimum lot size of non-state forest lands south of M-72 should be maintained. When the responses were compared to the size of property the respondent lives on or owns and the location in the Township (north or south of M-72), the majority indicated the minimum lot size should be maintained. During the master plan preparation it may be appropriate to

review the future land use designation for this area and determine if a range of lot sizes, allowing for smaller lots, is desired.

## 21 – New Smaller Lots

51.0% of the respondents indicated that new smaller lots should be allowed in the Village of Williamsburg, followed by subdivisions (36.8%) and scattered throughout the Township (30.5%). These responses were consistent among all respondents with no differentiation based on the size of lot they live on or own. Previous responses indicated that single-family residential should be encouraged in the Village as well.

## 22 – Water Quality and Septic System Regulations

61.5% of the respondents indicated that there should be more stringent septic system regulations for property owners along shorelines and waterways. The responses were consistent no matter where in the Township the respondent lives or the size of property they live on or own. The Township should review the existing septic system regulations and update to require more stringent standards accordingly.

In addition to septic system regulations, a number of respondents indicated that other water quality measures should be reviewed and put in place by the Township. The Township should further explore this issue and incorporate protection discussions and measures into both the master plan and future ordinances.

## 23 – Open Response Question

The responses to this question are included in Chapter 4. The following are a summary of the comments provided:

- Many people mentioned they would like to be better informed. The Township could start with providing a consistent and accurate message as well as educational information regarding Township issues and meetings.
- The relationship between the casino/tribe and the Township seems to be unclear; more education regarding their relationship with the Township and financial support they provide needs to be presented.
- Many noted that they would like the Township officials, board members, and planning commission to have a better connection with the people.
- Many do not support the fire station as proposed but would support a smaller facility. A number of people also mentioned that the fire chief's position is not necessary.
- There is a general lack of support for tax increases for any reason.
- Many want to maintain the general character of the Township and appreciate the rural, natural, and quiet environment.
- There were mentions that there appears to be a few people dictating the politics of the Township, such as those involved with Whitewater Watch.
- A number of people mentioned they did not want the Township to become another Chum's Corners.
- Many mentioned that the existing ordinances, particularly regarding trash/junk, should be better enforced.



- There is overall support for better protection of the waterways, lakes, and farmland.
- Given a number of the comments, there is a need to better educate the community as to what a master plan and zoning ordinance is and the purpose of each.
- There were numerous mentions of the need for daily amenities in the Township. This includes a grocery store, bank, restaurants, coffee shops, etc. This is consistent with the results of the survey where small scale commercial, service commercial, and restaurants/cafes/coffee shops were identified as most needed.
- Many noted that they would like new commercial to be clustered along M-72 with natural areas and open spaces maintained.
- There were generally equal comments regarding regulations in the Township. Some noted there should be no regulations because it de-values property while others feel that regulations are necessary.
- Many support agriculture in the Township as a way of life and tourist draw.
- There were a number of comments regarding the provision of natural gas and public water.
- There is support for more amenities in the Township but not big box uses.
- **Village of Williamsburg** – Despite nearly half of the respondents saying that the Village should not be redeveloped, there were numerous responses to the contrary. A number of comments focused on creating a small downtown and walkable village much like Elk Rapids. There was also mention that there be more of a connection between the casino and the Village to create more of an attraction.
- **Roads** – A number of people mentioned road issues such as providing paved bike paths, repairs to Baggs Road, paving Park Road, improving the M-72/Williamsburg Road intersection, better maintenance of the dirt roads, providing a light at M-72/Elk Lake Road, resurfacing Angell Road from US-31 to Elk Lake Road, limit curb cuts on the main roads, and paving N. Broomhead Road.

### Demographics

The following are the demographics of the survey respondents:

- 71.6% are full-time residents, followed by 17.1% seasonal and 10.6% property owners. The average number of years of full-time residency is 21.22 years, 23.87 years for seasonal residents, and 17.81 years for property owners.
- 71.6% are registered to vote in the Township, while 28.4% are not.
- 57.1% live north of M-72, while the remaining 42.9% live south.
- 38.4% describe the location of their primary home or property as a rural setting, followed by shoreline (32.0%), and forest/wooded (27.2%).

- 46.6% indicate they live on or own 1 to 5 acres, followed by 23.5% for less than an acre, 20.6% for 6 to 20 acres, 9.3% for 21 or more acres, and 1.0% were unsure.
- 26.5% indicate their annual household income to be \$50,000 - \$74,999, followed \$100,000 or more (26.3%), \$75,999 - \$99,999 (19.2%), \$35,000 - \$49,999 (13.1%), \$15,000 - \$34,999 (10.9%), and less than \$15,000 (4.0%).
- 22.99% of the households contain residents between the ages of 55 – 64, followed by 45 – 54 (19.42%), children and teens age 0 – 19 (16.58%), 65 – 74 (15.10%), ages 75+ (9.00%), 35 – 44 (8.04%), 25 – 37 (4.61%), and 20 – 24 (4.24%).
- 30.2% of those responding to the survey were between the ages of 55-64, followed by 65-74 (22.1%), 45-54 (21.9%), 75 and over (12.9%), 35-44 (9.3%), 26-34 (3.0%), 18-25 (0.4%), and under 18 (0.2%).
- 62.7% of those responding to the survey were male, while 37.3% were female.

This page intentionally left blank.

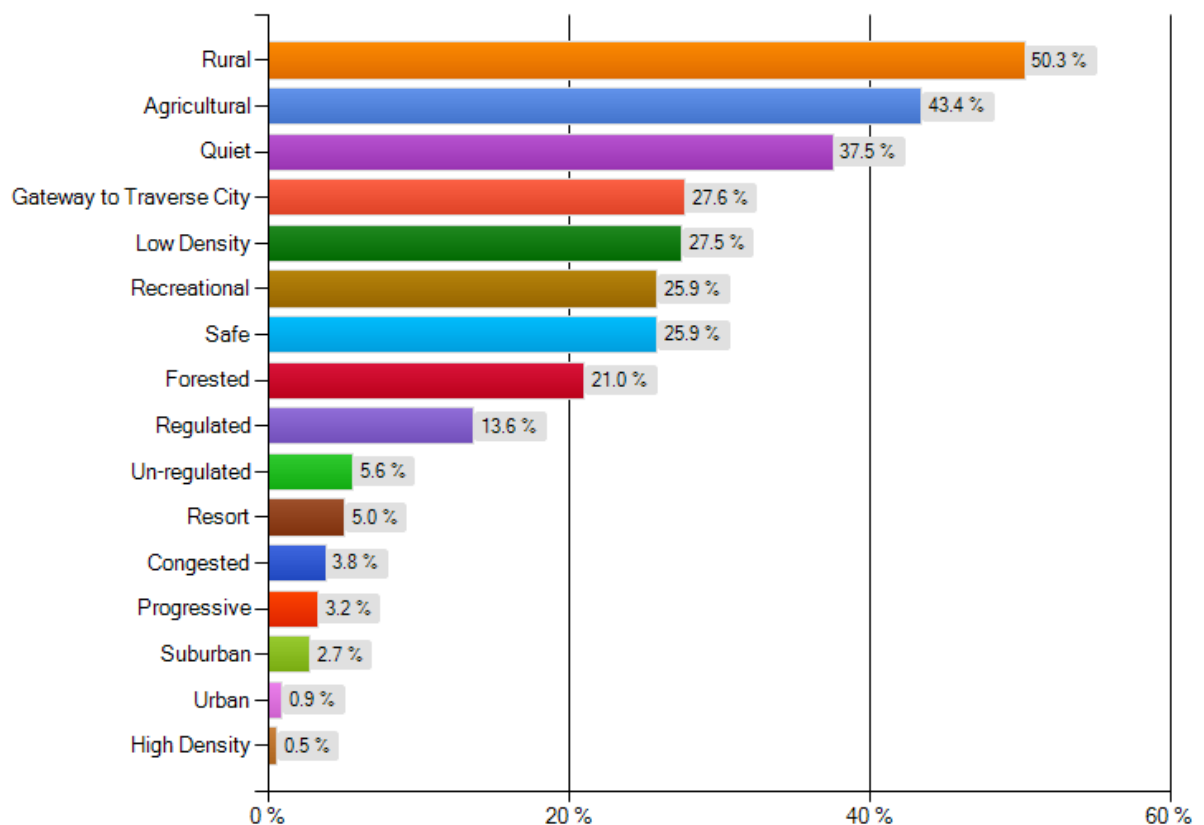
## Chapter 2 – Charts and Graphs

### SURVEY RESULTS

#### QUESTION 1

From the list below, please indicate which THREE of the following would you use to describe the Township TODAY?

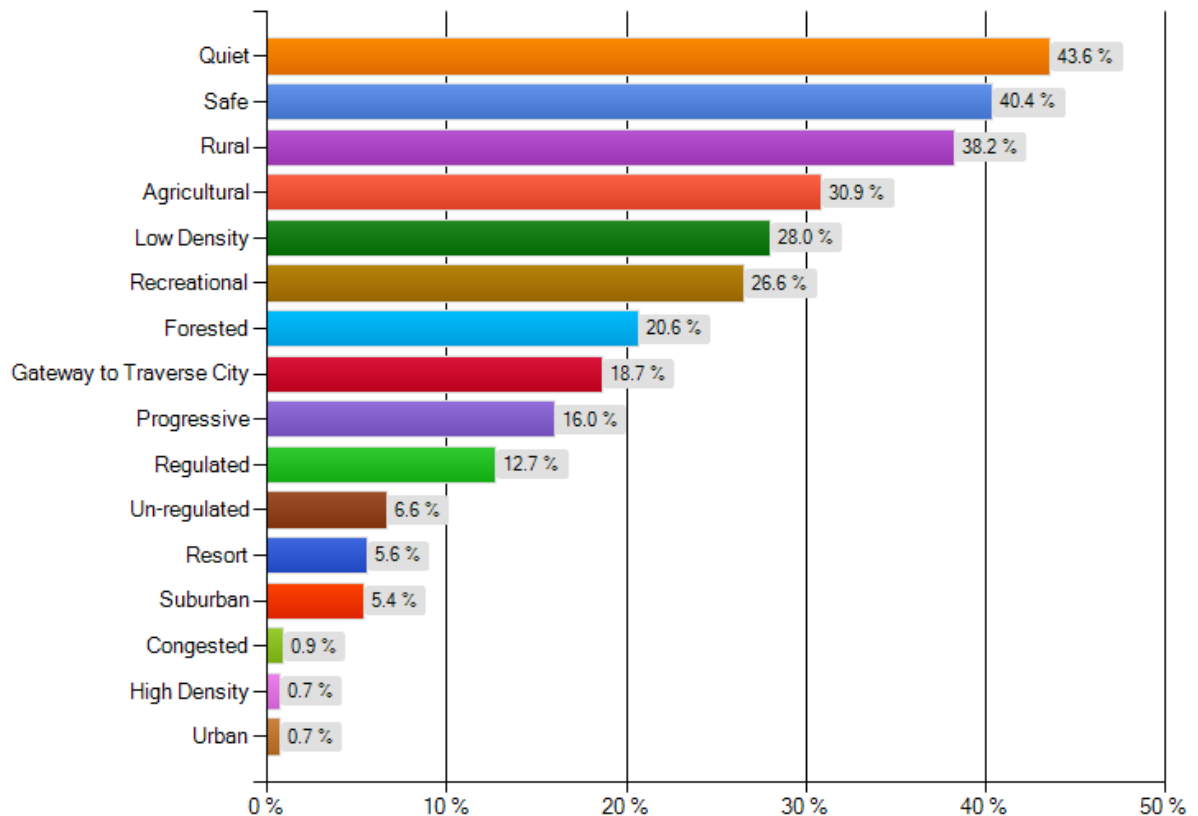
*by percentage of respondents (up to three choices could be made)*



## QUESTION 2

From the list below, please indicate which **THREE** of the following would you like to be able to use to describe the Township in **10 to 20 YEARS**?

*by percentage of respondents (up to three choices could be made)*



### QUESTION 3

How would you rate your satisfaction with the following Township services?

*by number of respondents (one choice per line could be made)*

Answer Options	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied
Fire protection	106	264	150	8	3
Police services	72	232	191	23	8
Emergency medical services	105	239	178	7	2
Road maintenance and repair	26	193	107	168	46
Availability of Township information	63	235	141	68	24
Recreation facilities	101	268	130	31	7
Zoning ordinance enforcement	32	151	230	82	33
Building inspections	25	165	281	35	11
Township Planning Commission	27	105	250	104	36
Township Board	25	131	237	95	33
Recycling center	158	241	112	15	5
Community events	24	157	292	38	8
Township website	27	150	307	16	6
Park facilities	110	269	124	30	4
Access to Township leaders/officials	57	211	205	41	15

## QUESTION 4

**TWO-PART QUESTION:** How important is it for the Township to develop or improve the following over the next 10 to 20 years? And, do you support paying additional funds for this?

*by number of respondents (one choice per line could be made)*

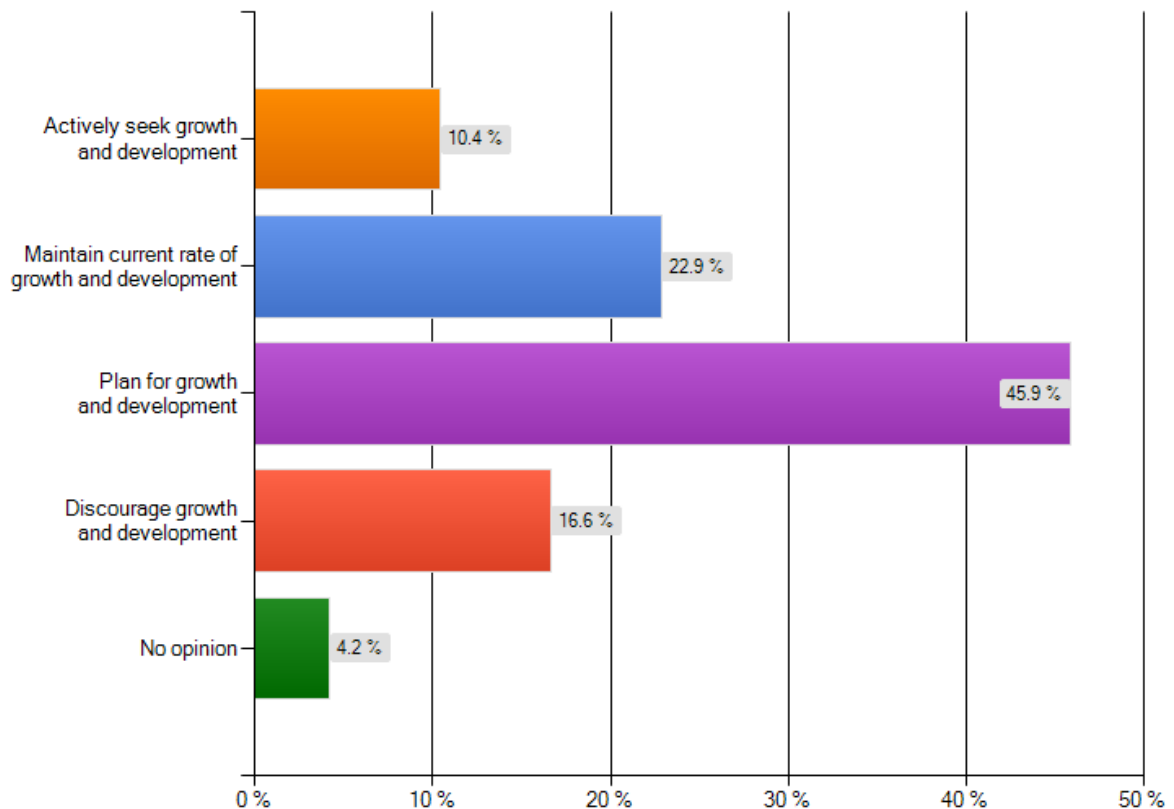
Answer Options	Very Important	Somewhat Important	Slightly Important	Not Important	Support add'l Funds? YES	Support add'l funds? NO
The Village of Williamsburg	81	147	108	185	70	333
Shoreline and waterway protection	266	138	76	47	148	255
Community center	22	106	160	235	55	348
Fire protection	236	188	82	32	198	214
Emergency medical services	245	183	75	29	215	197
Zoning regulations	155	162	130	75	62	339
New Township hall	13	57	98	365	29	376
Web/televised Township meetings	20	84	141	279	35	364
Walking/bike paths	109	141	149	133	124	288
Farmland/open space preservation	245	138	91	60	130	277
Availability of public water	129	122	84	196	95	311
Recreation facilities	84	176	153	116	85	314
Community events/festivals	36	99	167	227	42	357
Library	49	107	111	262	68	334
Senior services	55	165	154	154	90	308
Park facilities	92	187	144	105	100	306

## TOWNSHIP GROWTH AND DEVELOPMENT

### QUESTION 5

Please select the statement below that most closely matches your views on growth and development in the Township. I would prefer the Township to –

*by percentage of respondents*

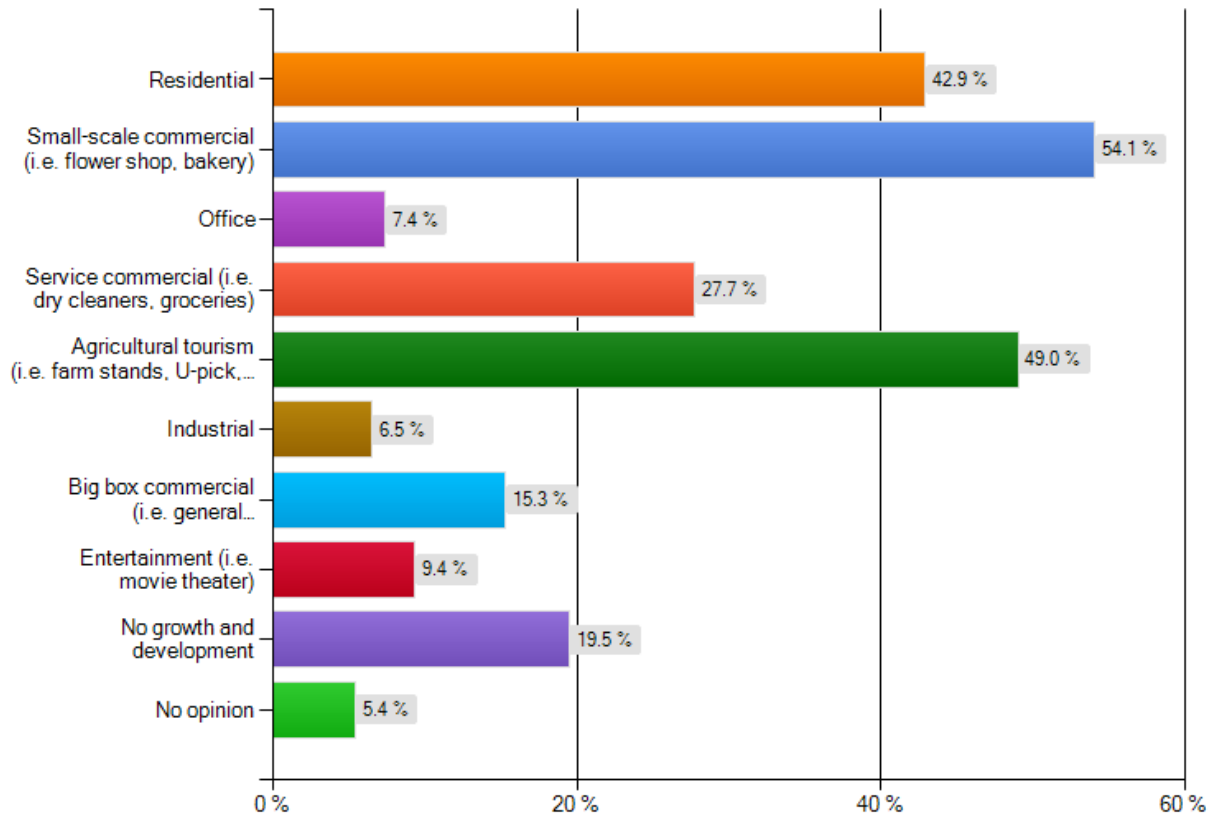




## QUESTION 6

What kind of growth and development opportunities should the Township seek?

*by percentage of respondents (up to three choices could be made)*

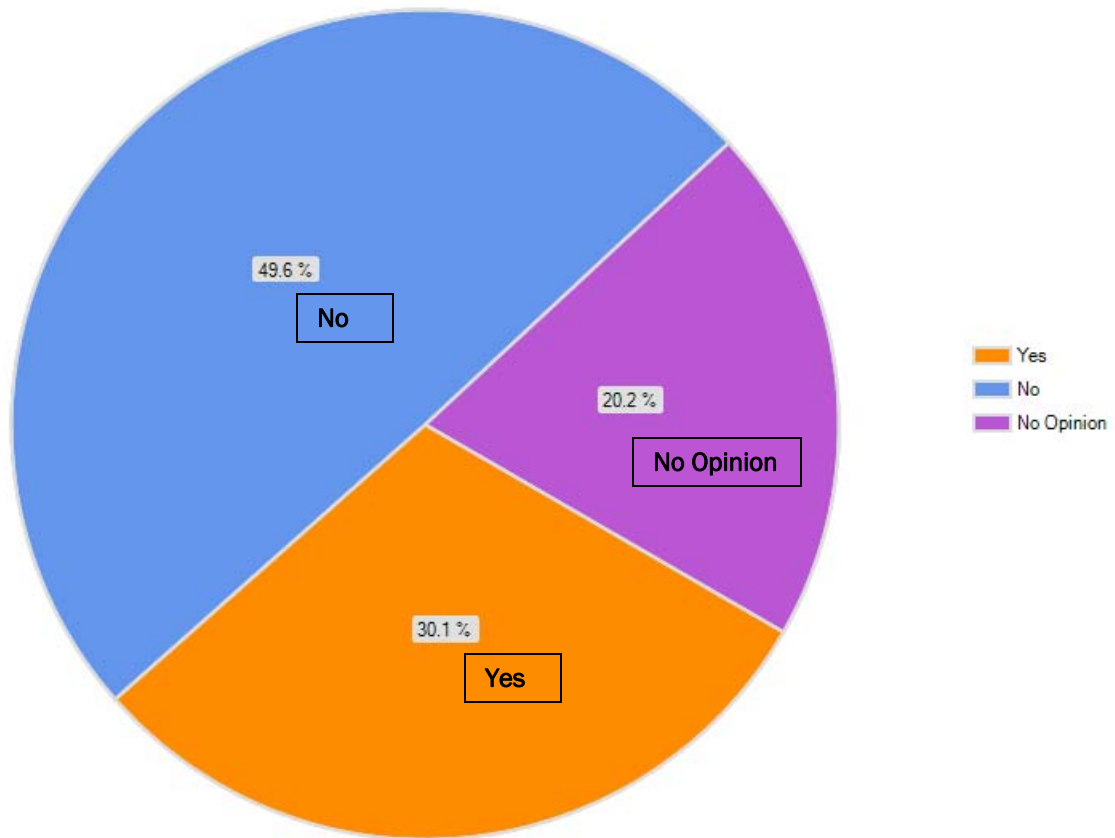


## VILLAGE OF WILLIAMSBURG

### QUESTION 7

Should the Village of Williamsburg be redeveloped?

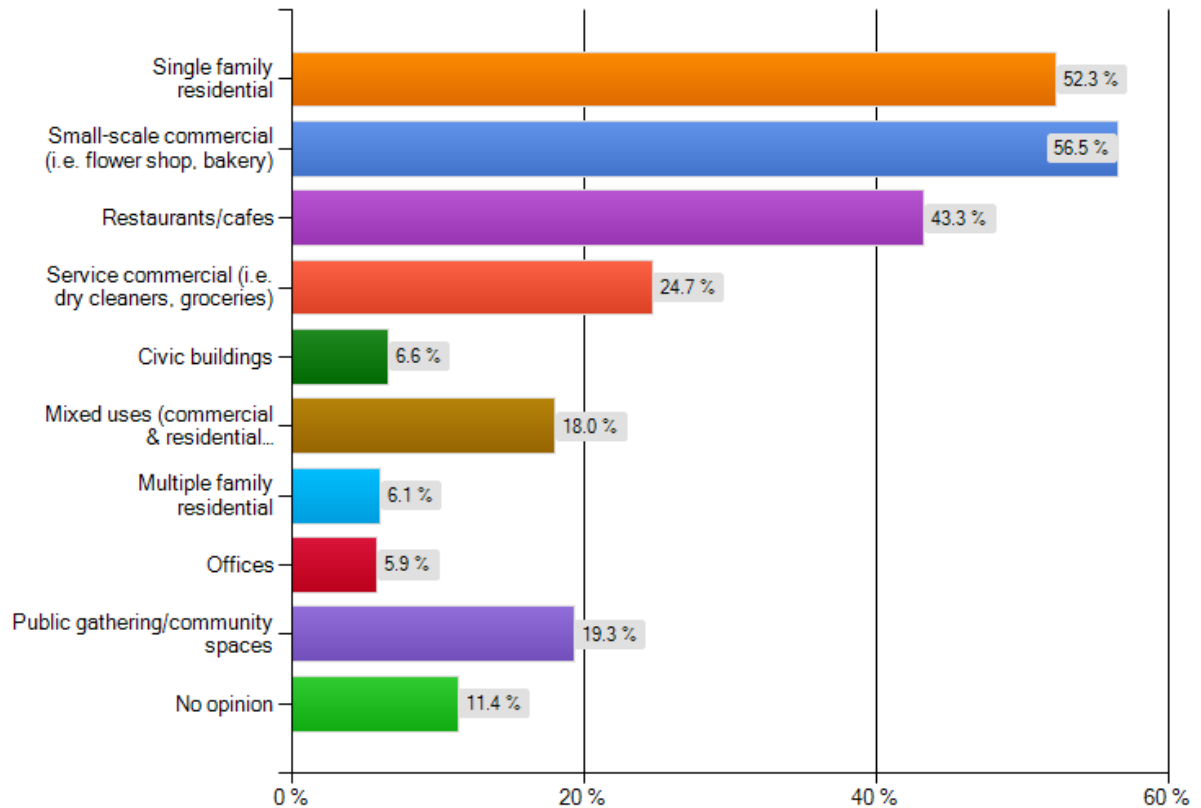
*by percentage of respondents*



## QUESTION 8

What types of uses should be encouraged in Village of Williamsburg?

*by percentage of respondents (up to three choices could be made)*



## HOUSING

### QUESTION 9

For each type of housing listed below, please indicate how much of each type you feel the Township needs in the next 10 to 20 years?

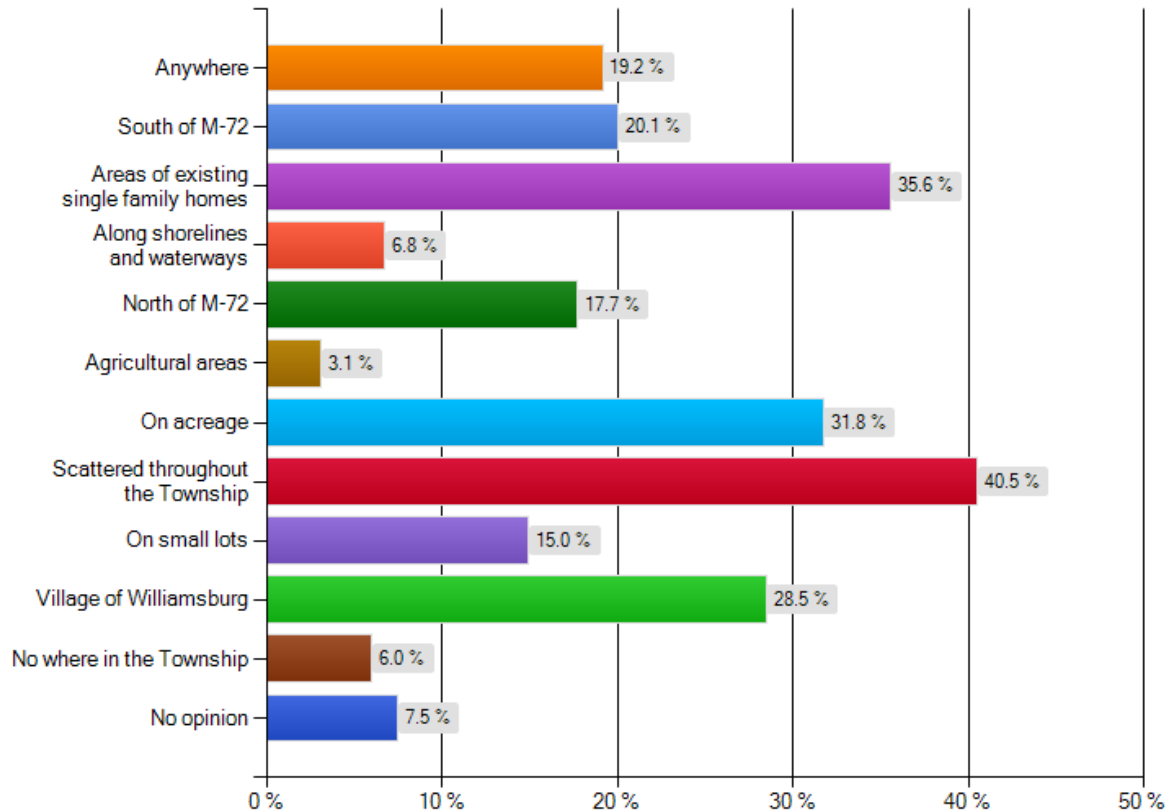
*by percentage of respondents (one choice per line could be made)*

Answer Options	More	Same	Less	None	No Opinion
Single family homes on acreage	203	<b>237</b>	36	26	32
Seasonal homes	59	<b>291</b>	86	42	51
Townhouses/condominiums	75	148	106	<b>151</b>	47
Affordable single family homes	168	<b>209</b>	43	67	36
Clustered housing	71	96	111	<b>197</b>	51
Multiple family housing	32	112	105	<b>227</b>	51
Single family homes on small lots	119	<b>187</b>	87	105	34
Apartments	45	99	117	<b>220</b>	43
Senior housing	138	<b>196</b>	30	116	52
Duplexes	37	141	107	<b>194</b>	48
"Mother-in-law" apartments	90	<b>163</b>	53	137	84
Manufactured housing	32	115	131	<b>203</b>	52
Short term rental	32	123	104	<b>207</b>	66
Guest houses	56	<b>173</b>	63	134	104

## QUESTION 10

Please indicate where new single family residential development should be located in the Township.

*by percentage of respondents (multiple choices could be made)*

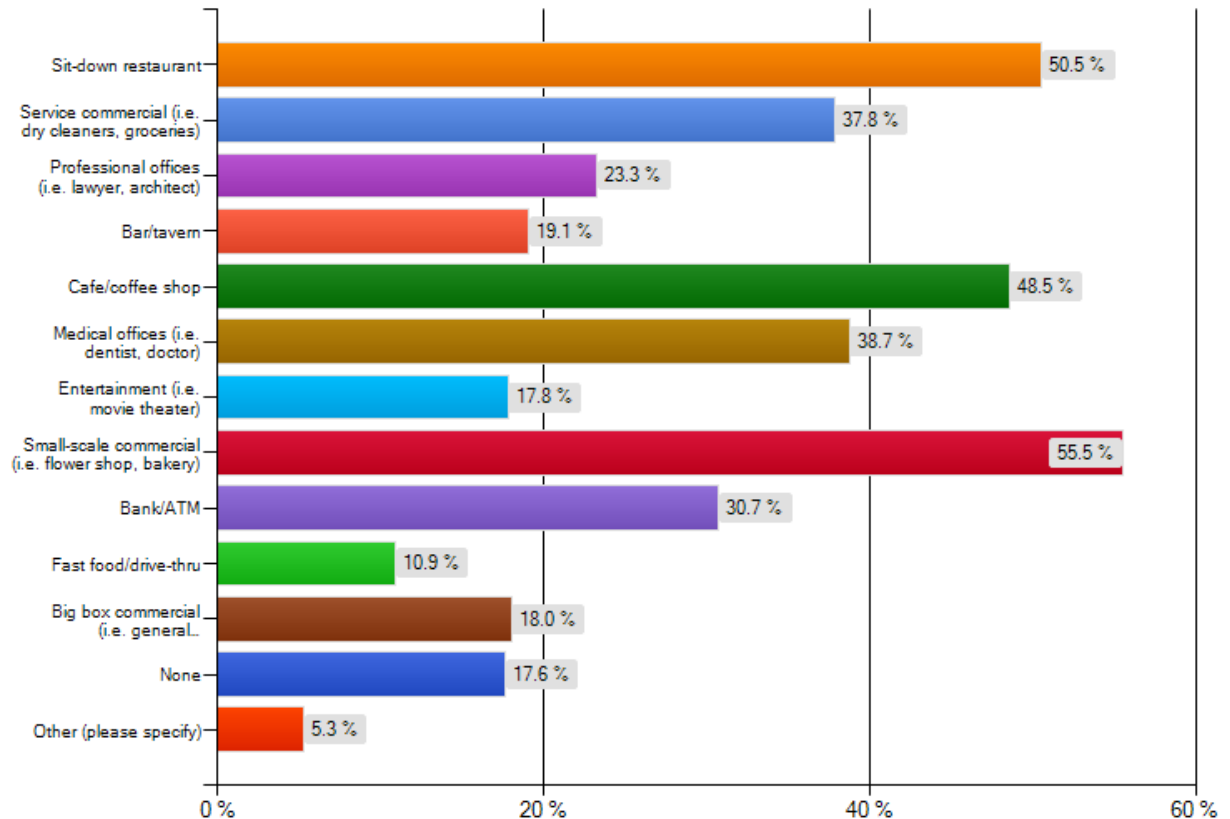


## COMMERCIAL AND OFFICE USES

### QUESTION 11

What types of commercial and office uses would you like to see in the Township?

*by percentage of respondents (multiple choices could be made)*

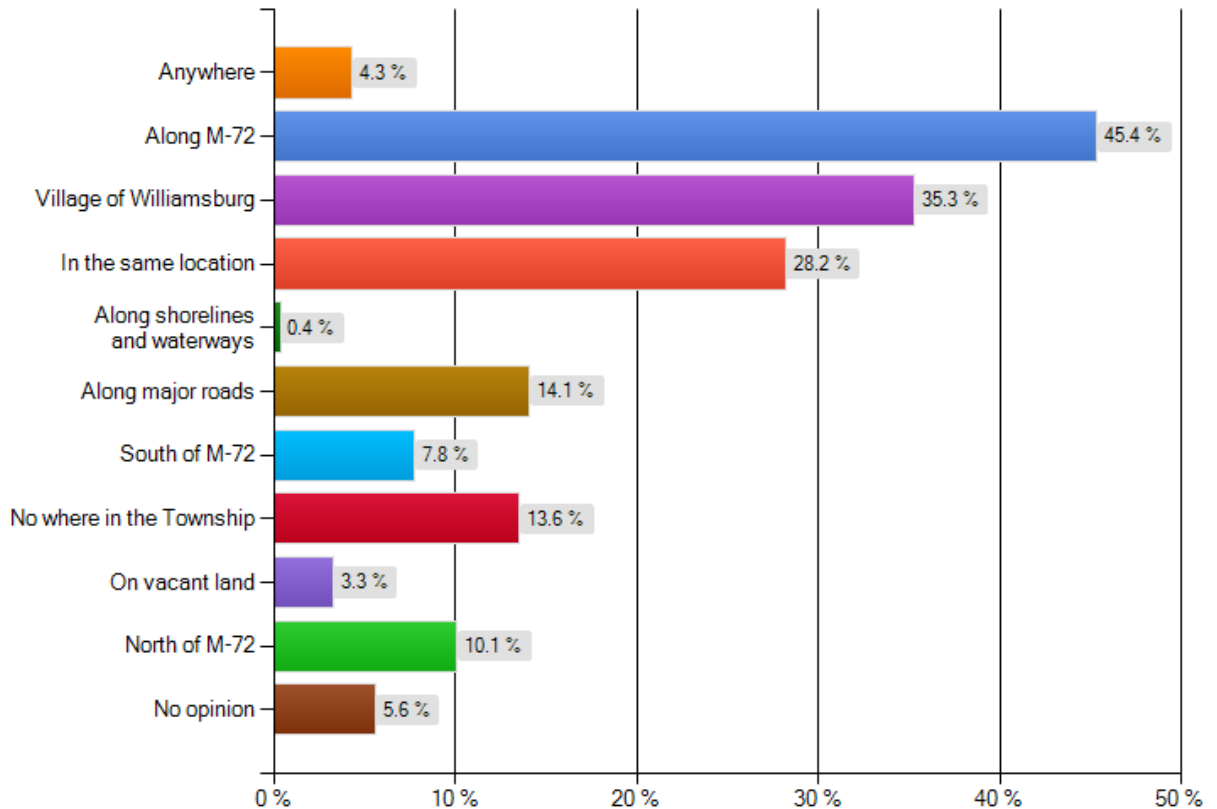


**\*\*Other – See Chapter 4 for responses**

## QUESTION 12

The current commercial district in the Township is located along M-72 between Turtle Creek Casino and Broomhead Road. Please indicate where new commercial development should be located in the Township.

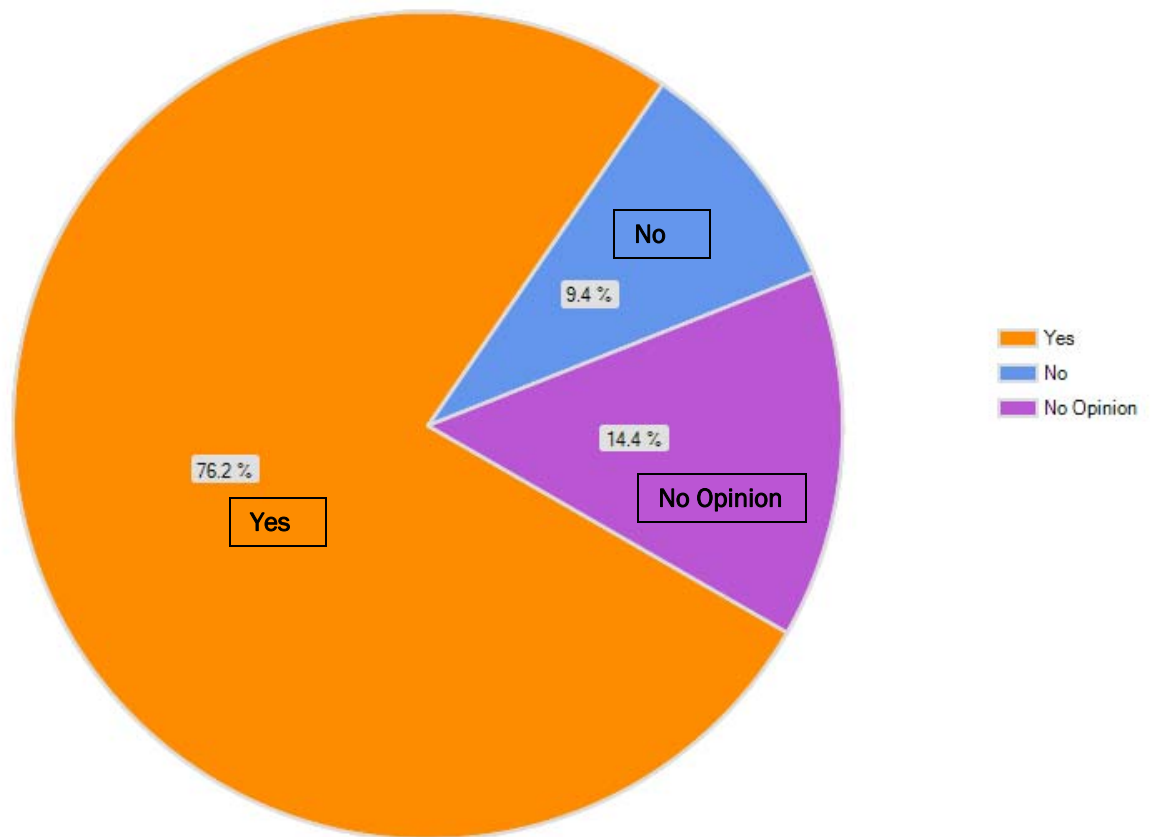
*by percentage of respondents (multiple choices could be made)*



### QUESTION 13

Should the Township promote agricultural-based tourism (i.e. farm stands, U-pick, Christmas tree sales)?

*by percentage of respondents*



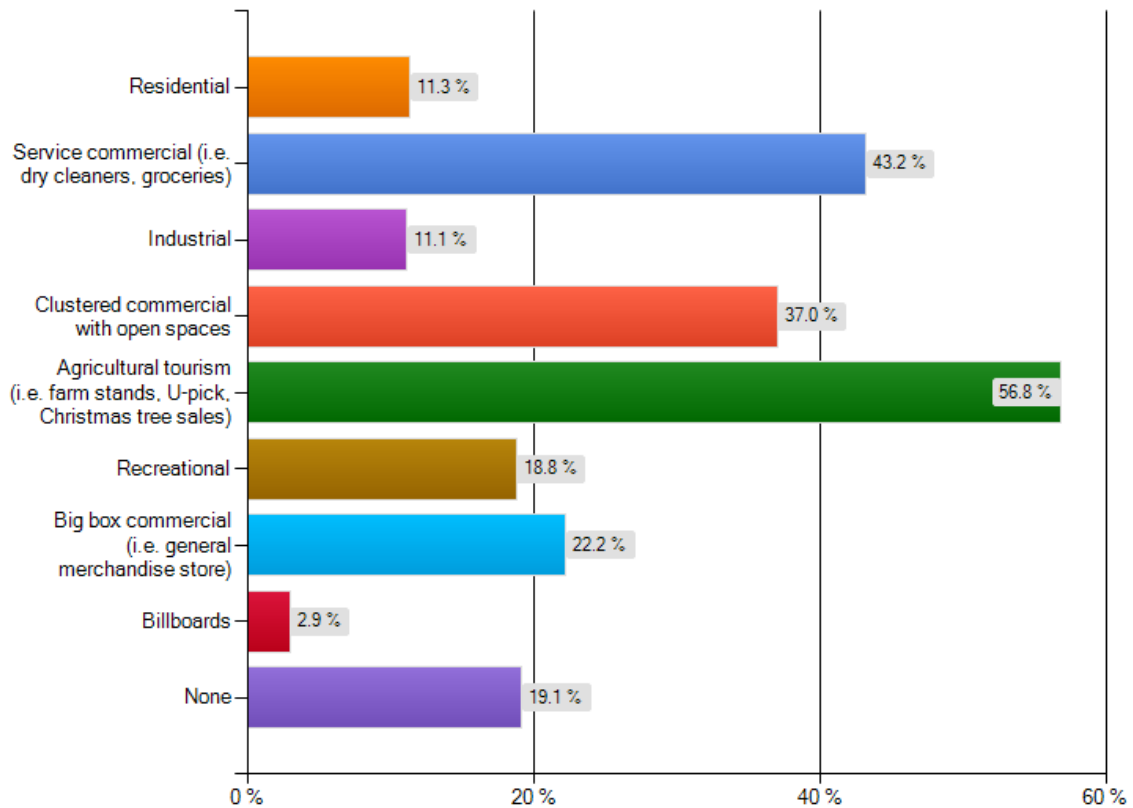


## M-72 HIGHWAY

### QUESTION 14

What type of development would you like to see along M-72?

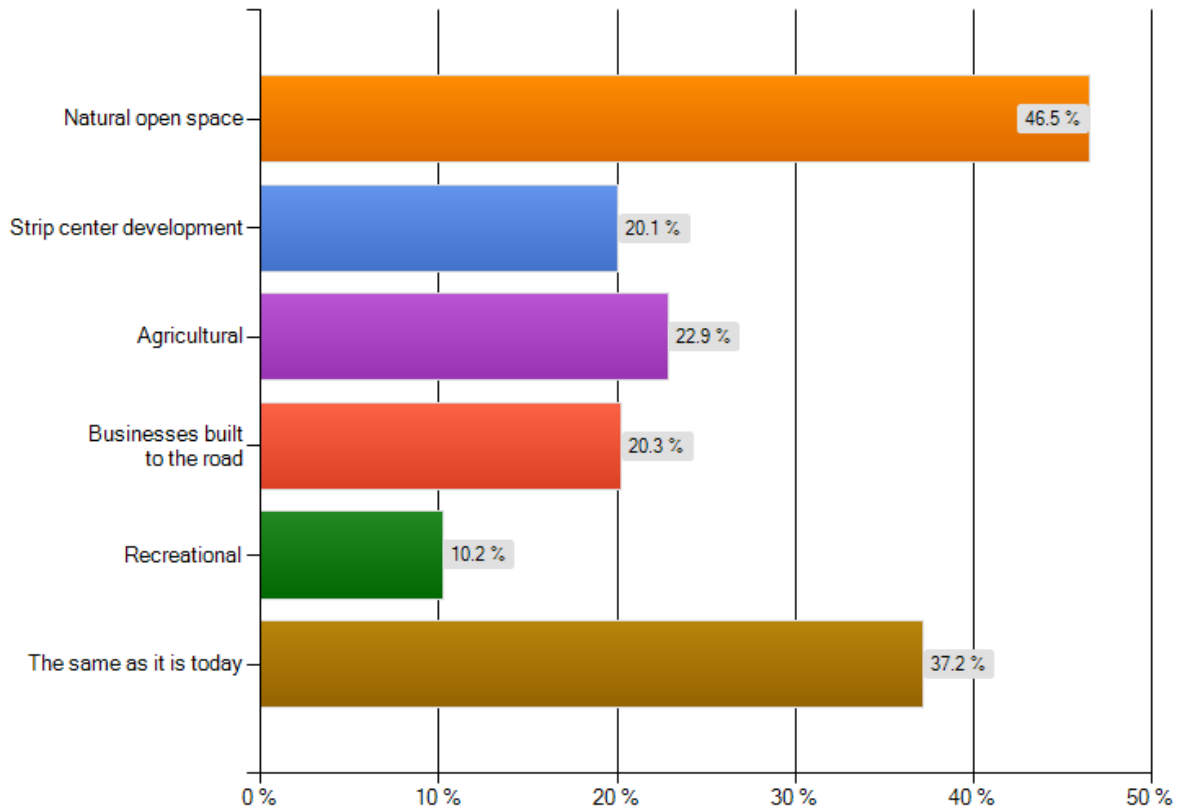
*by percentage of respondents (multiple choices could be made)*



## QUESTION 15

What do you want the appearance of the commercial area of the M-72 highway to be?

*by percentage of respondents (multiple choices could be made)*

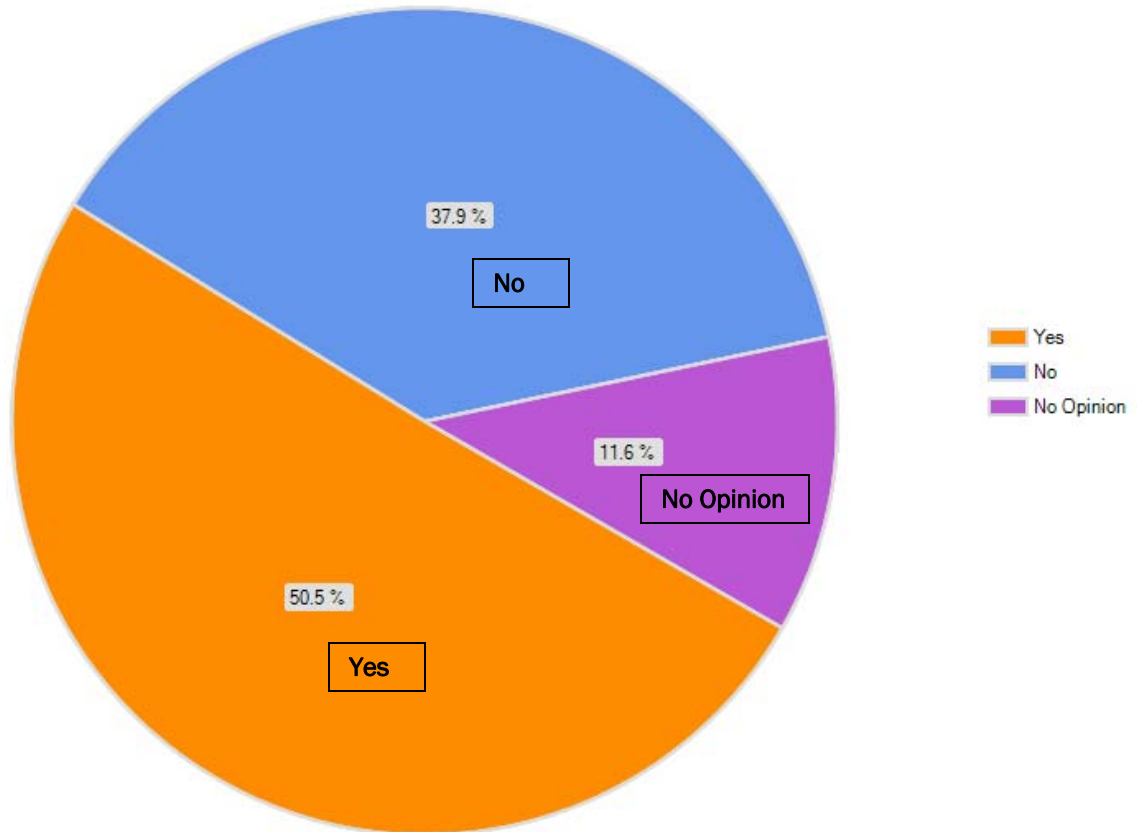


## ZONING

### QUESTION 16

Should accessory buildings (i.e. pole barns, detached garages) be allowed on a lot without a home or cottage?

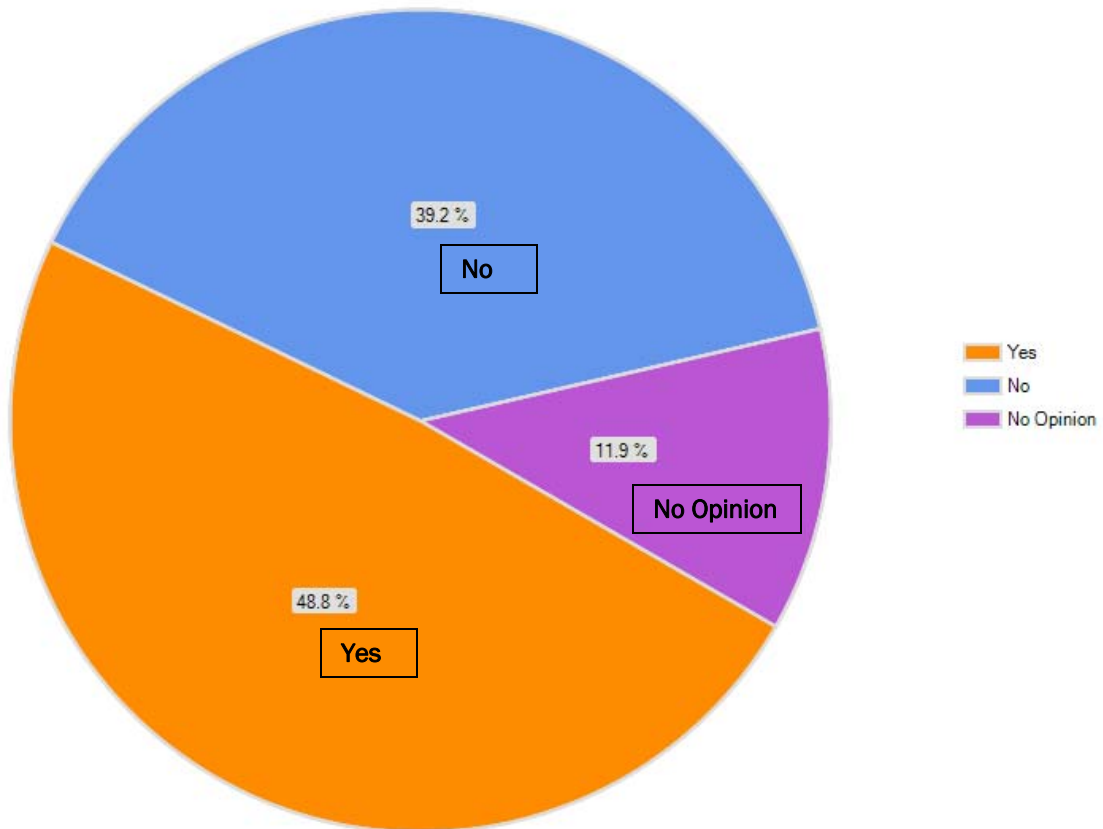
*by percentage of respondents*



**QUESTION 17**

Should residential accessory buildings be limited in size?

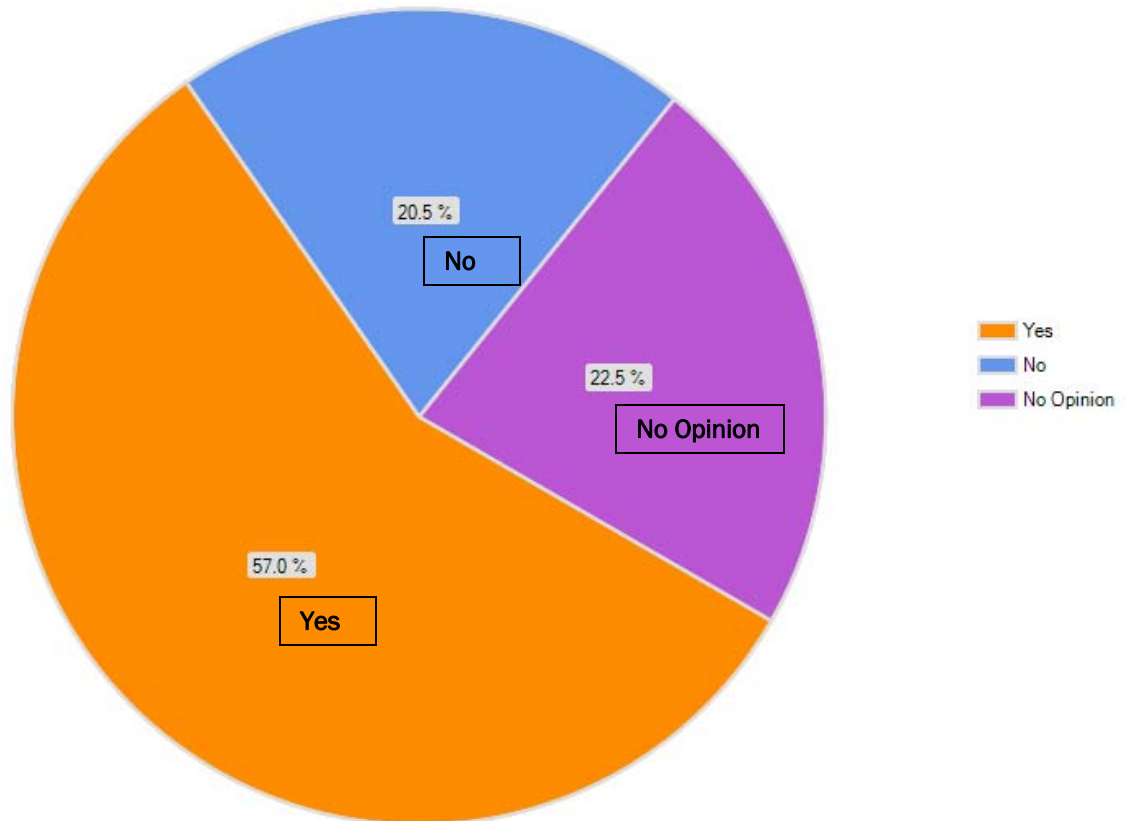
*by percentage of respondents*



**QUESTION 18**

Should home-based businesses be encouraged in the Township?

*by percentage of respondents*



## QUESTION 19

Should any of the following zoning issues be a priority for the Township?

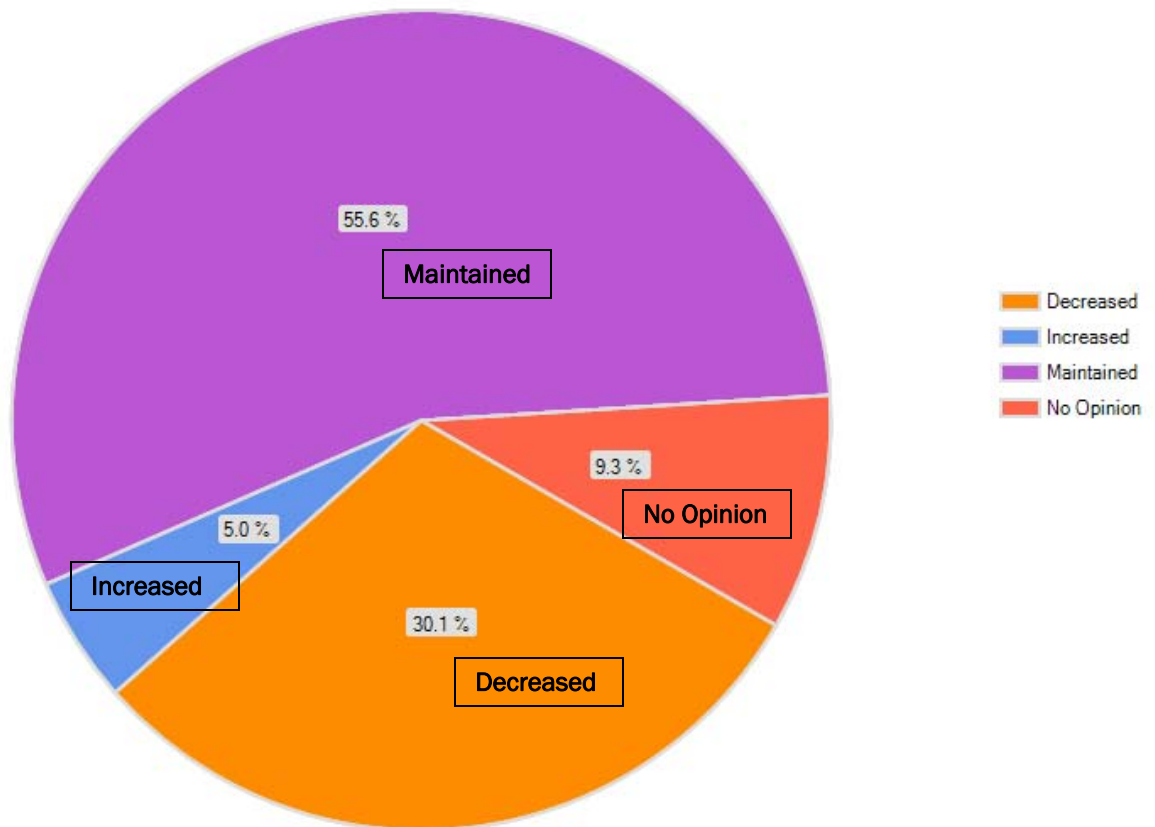
*by percentage of respondents (one choice per line could be made)*

Answer Options	Yes	No	No Opinion
Wind turbines	263	172	84
Junk/trash	418	72	41
Farm markets	227	222	69
"Mother-in-law" apartments	136	238	135
Noise regulations	378	103	49
Signs	350	133	51
Lighting standards/night skies	322	127	68
Large lot residential zoning	246	182	80
Guest houses	160	226	120
Odors	369	100	52
Short term vacation rentals	190	228	97
Outdoor wood burners	157	258	99

## QUESTION 20

The majority of the area south of M-72, which includes the state forests, is zoned a minimum required lot size of 5 acres. Should the 5 acre minimum required lot size of the non-state forest lands be –

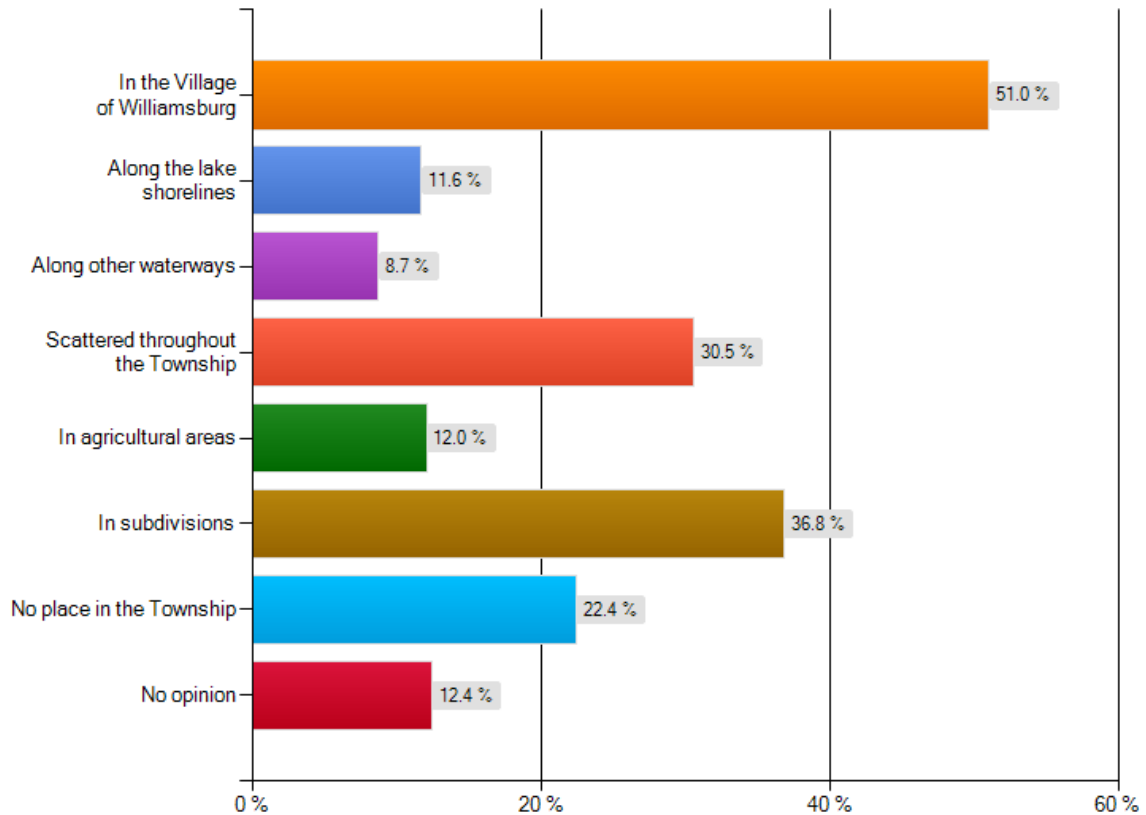
*by percentage of respondents*



## QUESTION 21

Should new smaller lots be allowed in the following areas?

*by percentage of respondents (multiple choices could be made)*



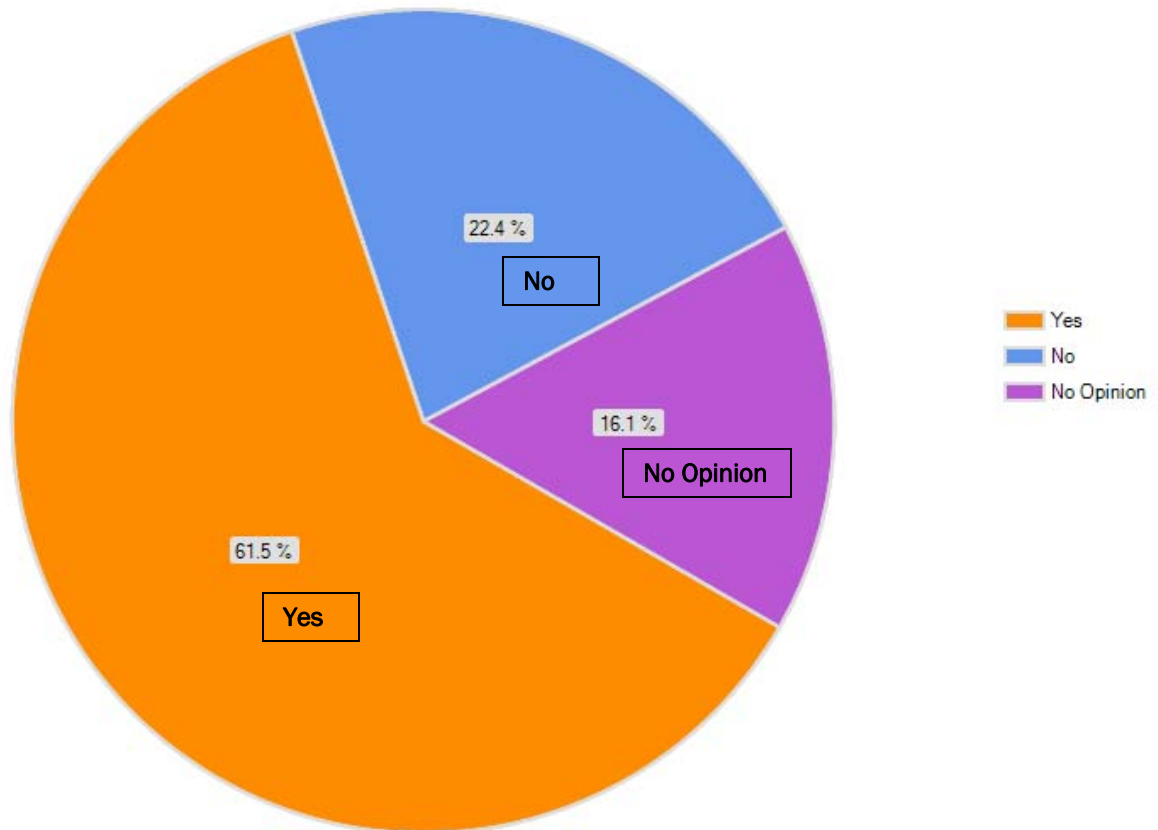


## WATER QUALITY

### QUESTION 22

Should there be more stringent septic system regulations for property owners along the shorelines and waterways than in other areas of the Township?

*by percentage of respondents*



### QUESTION 23

What else would you want the Township to know that has not been asked on this survey?

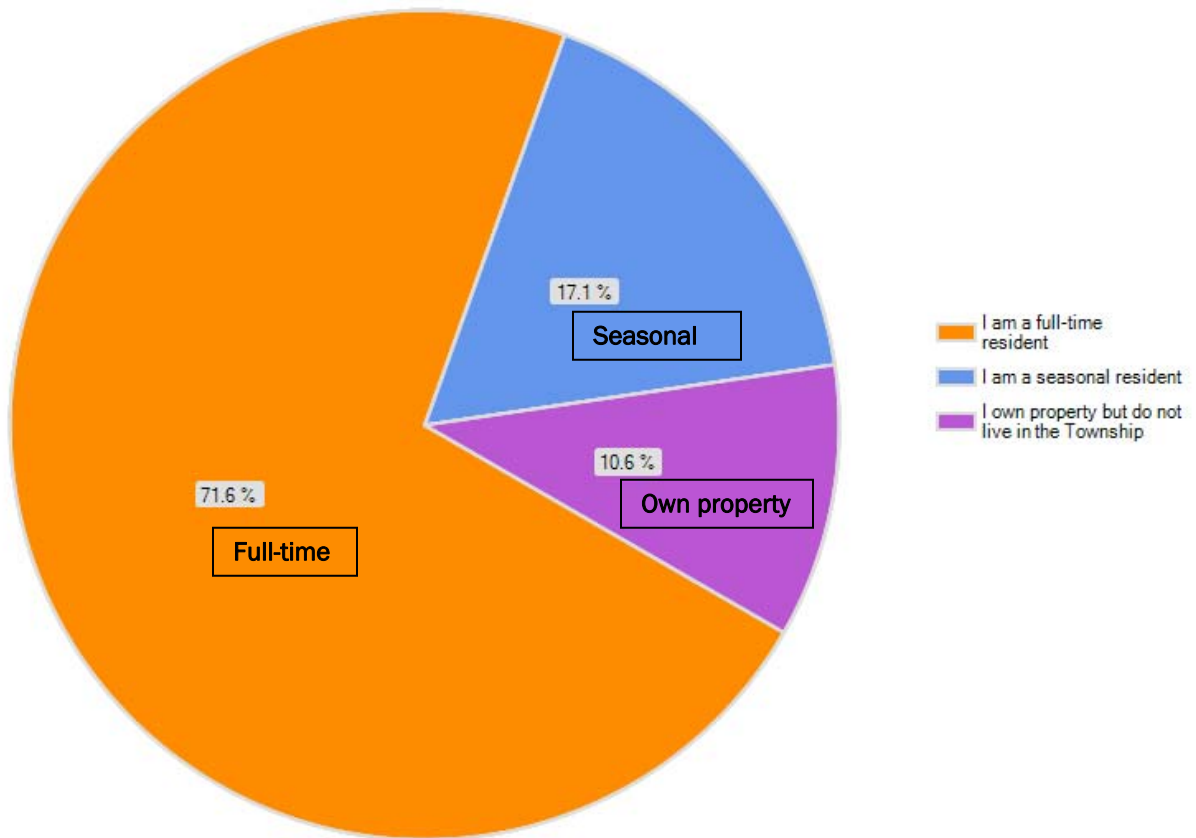
**\*\*See Chapter 4 for responses**

## DEMOGRAPHICS

### QUESTION 1

Do you live in Whitewater Township? Also, please indicate the number of years you have lived or owned property in the Township.

*by percentage of respondents*



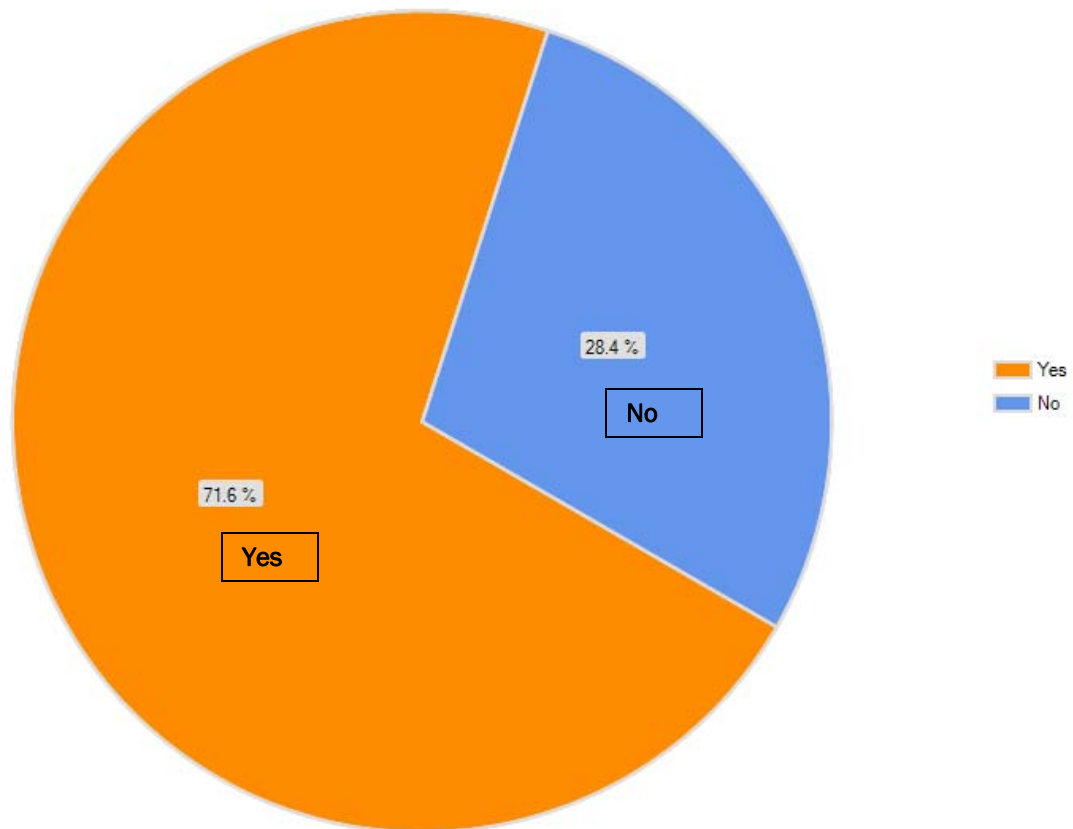
#### Average number of years

Full-time residents –	21.22 years
Seasonal residents –	23.87 years
Property owners –	17.81 years

## QUESTION 2

Are you registered to vote in Whitewater Township?

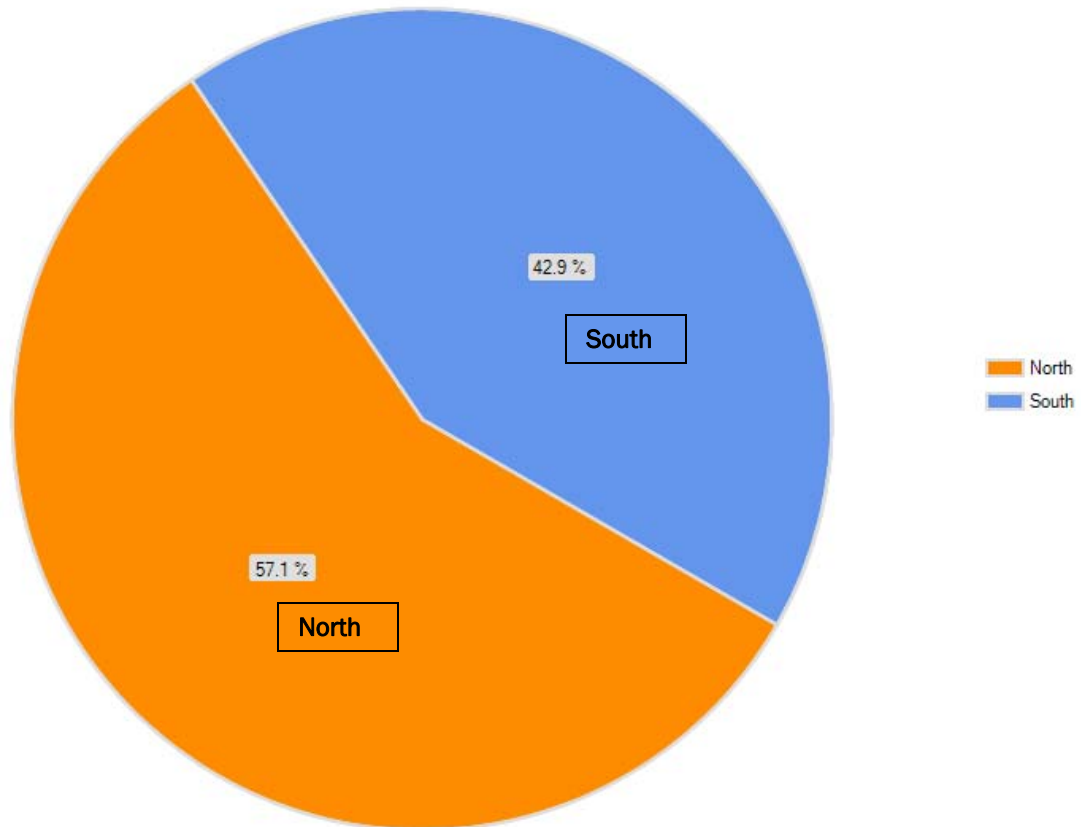
*by percentage of respondents*



### QUESTION 3

Do you live north or south of M-72?

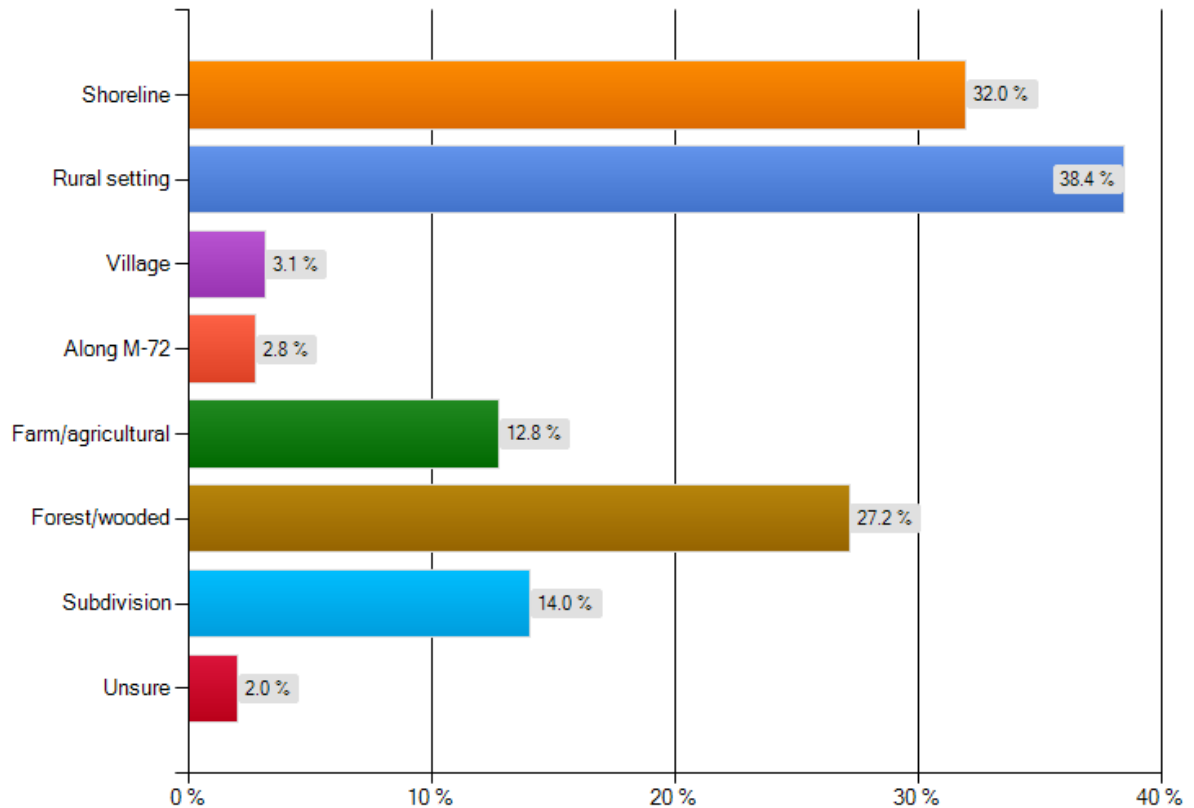
*by percentage of respondents*



## QUESTION 4

What best describes where your primary home or property is located in Whitewater Township?

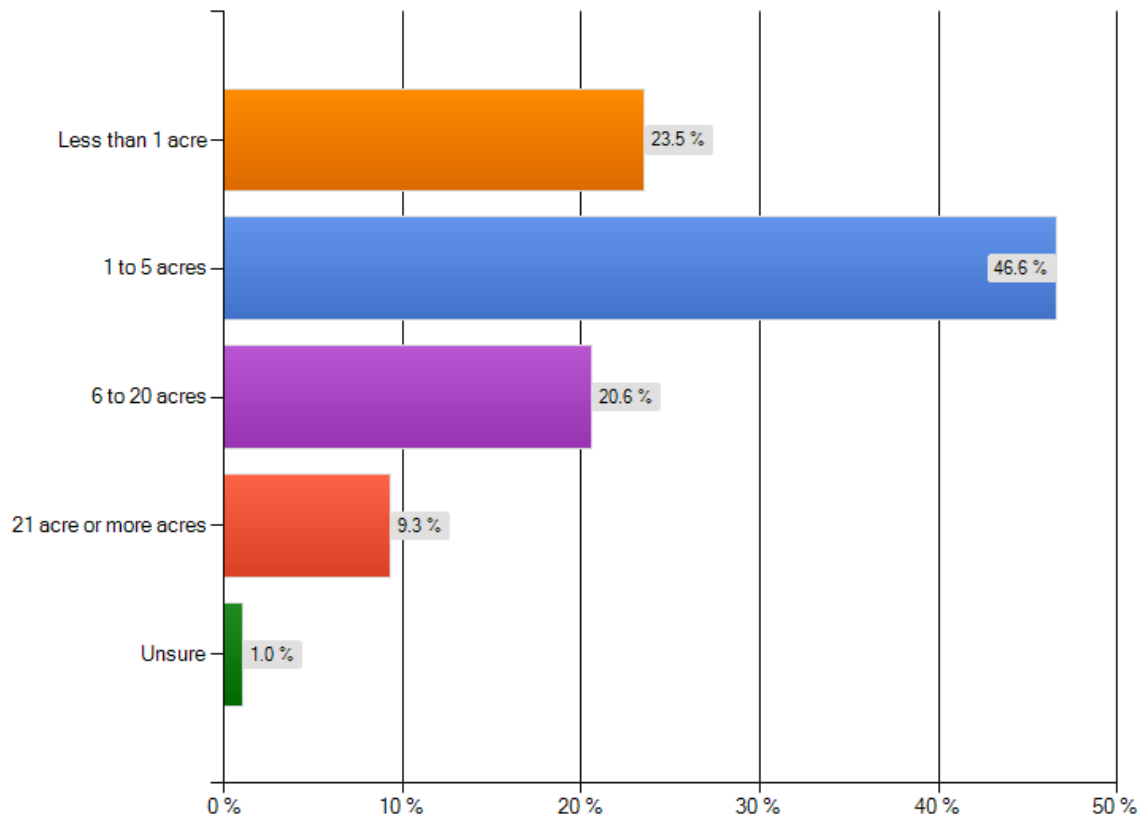
*by percentage of respondents (multiple choices could be made)*



## QUESTION 5

What size of property do you live on or own (if not a resident) in Whitewater Township?

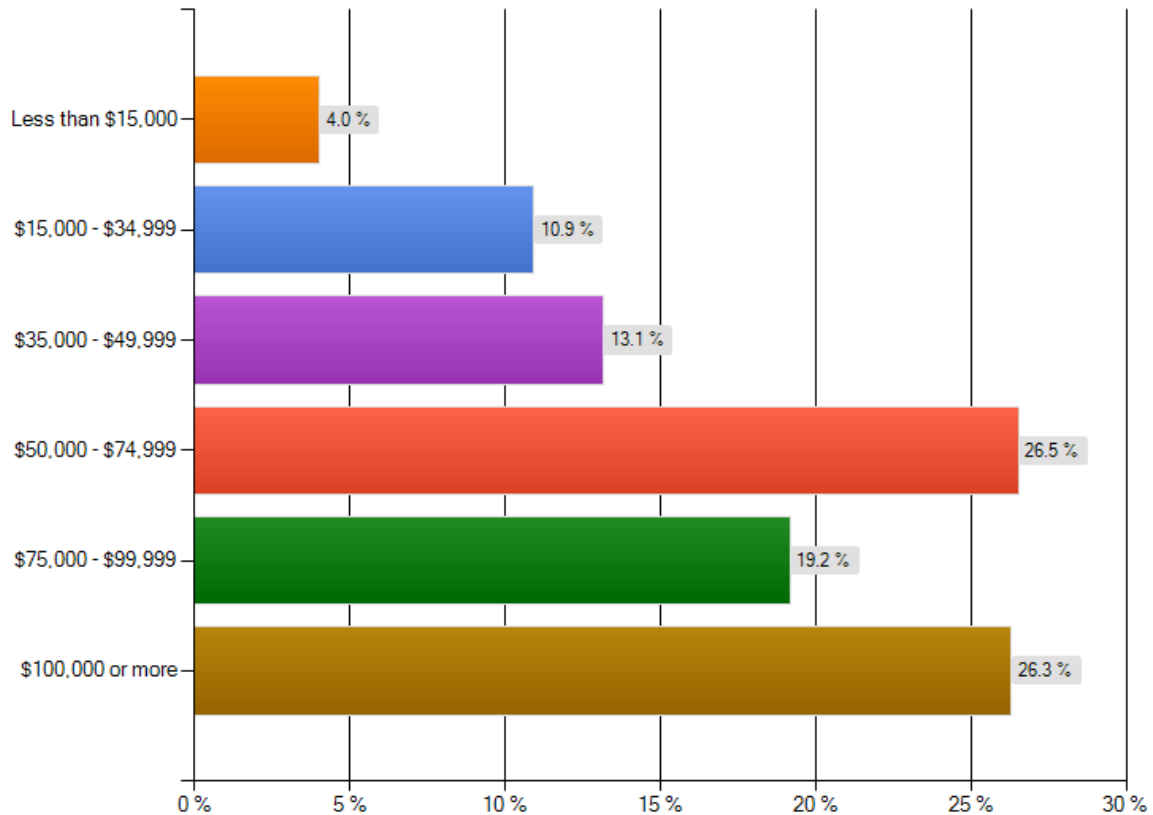
*by percentage of respondents*



## QUESTION 6

Which of the following best describes your annual household income?

*by percentage of respondents*



Comparison to percentages in 2000 (used for comparison purposes only and not analysis):

	2000 Percent	2009 Percent
Less than \$15,000	6.6%	4.0%
\$15,000 – \$34,999	22.9%	10.9%
\$35,000 – \$49,999	21.3%	13.1%
\$50,000 – \$74,999	25.8%	26.5%
\$75,000 – \$99,999	11.6%	19.2%
\$100,000 or more	11.9%	26.3%

Source: 2000 US Census



## QUESTION 7

Counting yourself, how many people in your household are:

*by percentage of respondents*

Answer Options	Number	Percent
Under age 5	30	2.23%
Ages 5 - 9	46	3.42%
Ages 10 - 14	69	5.13%
Ages 15 - 19	78	5.80%
Ages 20 - 24	57	4.24%
Ages 25 - 34	62	4.61%
Ages 35 - 44	108	8.04%
Ages 45 - 54	261	19.42%
Ages 55 - 64	309	22.99%
Ages 65 - 74	203	15.10%
Ages 75+	121	9.00%

Comparison to percentages in 2000 (used for comparison purposes only and not analysis):

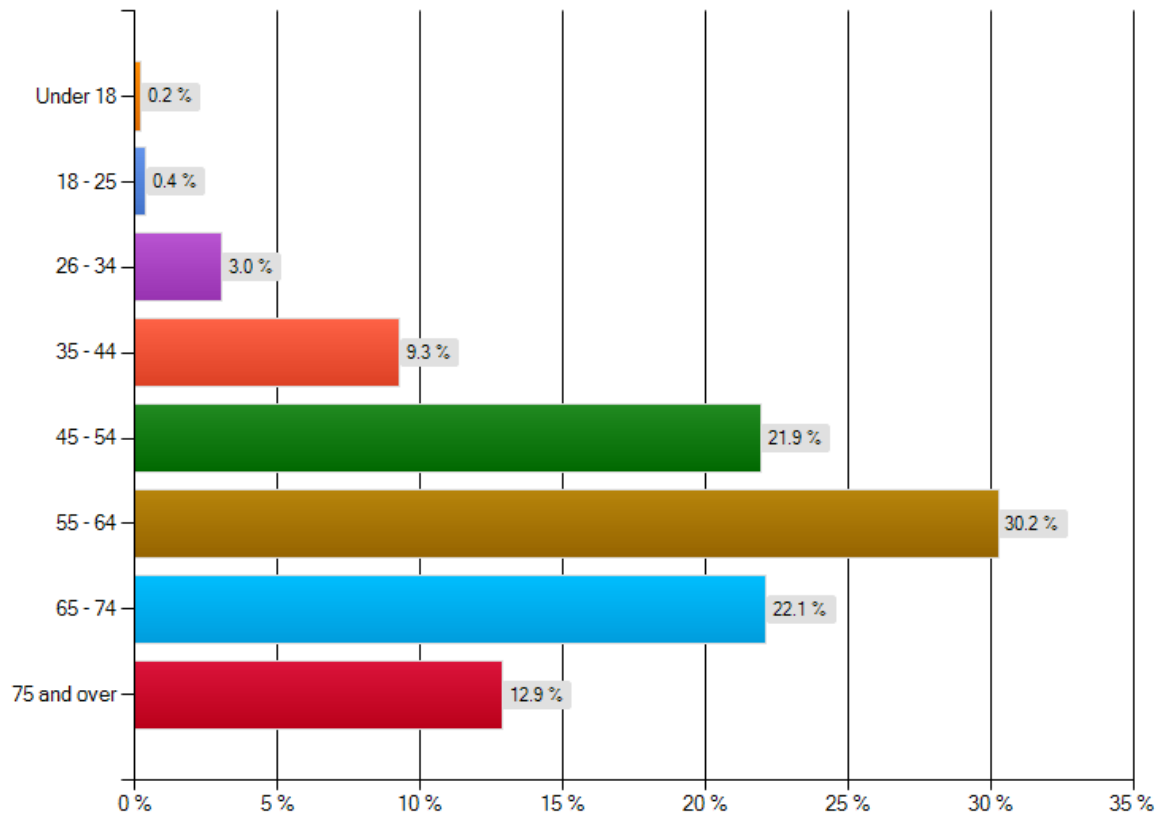
	2000 Percent	2009 Percent
Under age 5	5.1%	2.23%
Ages 5 - 9	7.2%	3.42%
Ages 10 - 14	9.4%	5.13%
Ages 15 - 19	7.0%	5.80%
Ages 20 - 24	3.3%	4.24%
Ages 25 - 34	9.5%	4.61%
Ages 35 - 44	19.5%	8.04%
Ages 45 - 54	17.0%	19.42%
Ages 55 - 64	10.0%	22.99%
Ages 65 - 74	7.5%	15.10%
Ages 75+	4.6%	9.00%

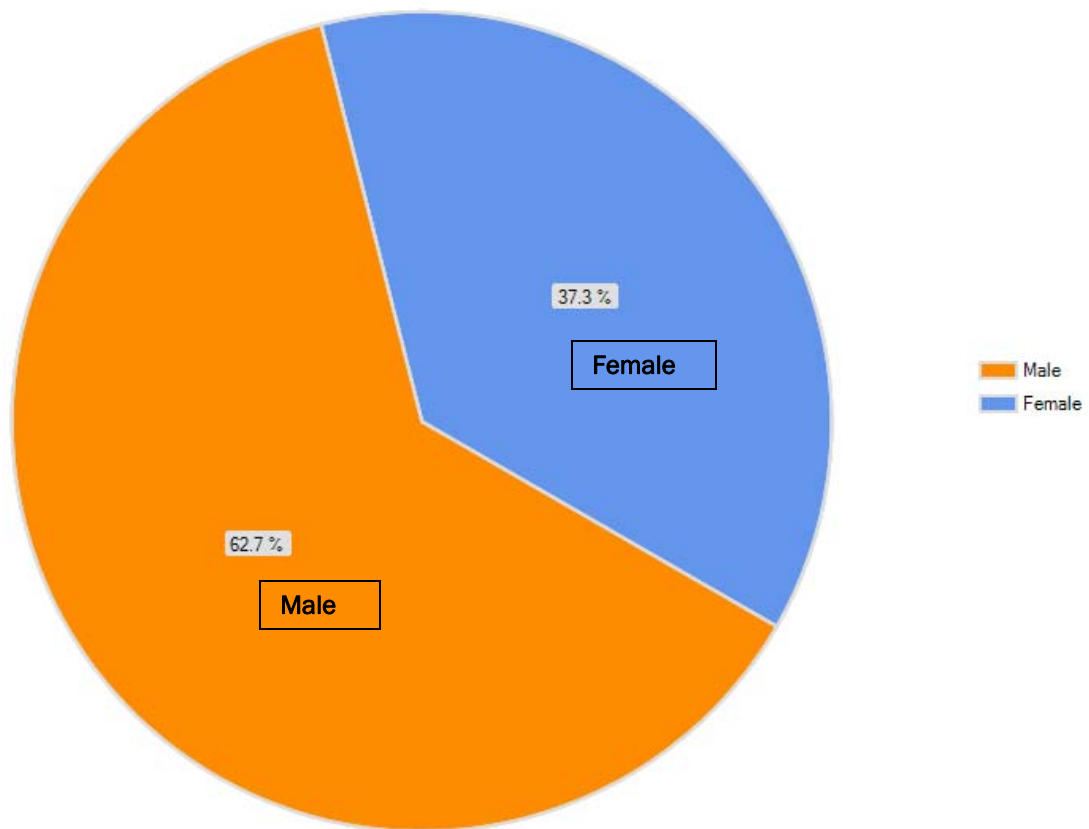
Source: 2000 US Census

## QUESTION 8

What is your age?

*by percentage of respondents*



**QUESTION 9****What is your gender?***by percentage of respondents*

## Chapter 3 – Tabular Data

### SURVEY RESULTS

#### QUESTION 1

From the list below, please indicate which THREE of the following would you use to describe the Township TODAY?

Answer Options	Response Percent	Response Count
Congested	3.8%	21
Gateway to Traverse City	27.6%	154
Agricultural	43.4%	242
High Density	0.5%	3
Low Density	27.5%	153
Forested	21.0%	117
Progressive	3.2%	18
Quiet	37.5%	209
Recreational	25.9%	144
Resort	5.0%	28
Rural	50.3%	280
Safe	25.9%	144
Suburban	2.7%	15
Urban	0.9%	5
Un-regulated	5.6%	31
Regulated	13.6%	76
<i>answered question</i>		<b>557</b>
<i>skipped question</i>		<b>7</b>

## QUESTION 2

From the list below, please indicate which ***THREE*** of the following would you like to be able to use to describe the Township in ***10 to 20 YEARS?***

Answer Options	Response Percent	Response Count
Congested	0.9%	5
Gateway to Traverse City	18.7%	104
Agricultural	30.9%	172
High Density	0.7%	4
Low Density	28.0%	156
Forested	20.6%	115
Progressive	16.0%	89
Quiet	43.6%	243
Recreational	26.6%	148
Resort	5.6%	31
Rural	38.2%	213
Safe	40.4%	225
Suburban	5.4%	30
Urban	0.7%	4
Un-regulated	6.6%	37
Regulated	12.7%	71
<i>answered question</i>		<b>557</b>
<i>skipped question</i>		<b>7</b>

### QUESTION 3

How would you rate your satisfaction with the following Township services?

Answer Options	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Response Count
Fire protection	106	264	150	8	3	531
Police services	72	232	191	23	8	526
Emergency medical services	105	239	178	7	2	531
Road maintenance and repair	26	193	107	168	46	540
Availability of Township information	63	235	141	68	24	531
Recreation facilities	101	268	130	31	7	537
Zoning ordinance enforcement	32	151	230	82	33	528
Building inspections	25	165	281	35	11	517
Township Planning Commission	27	105	250	104	36	522
Township Board	25	131	237	95	33	521
Recycling center	158	241	112	15	5	531
Community events	24	157	292	38	8	519
Township website	27	150	307	16	6	506
Park facilities	110	269	124	30	4	537
Access to Township leaders/officials	57	211	205	41	15	529
<i>answered question</i>						<b>551</b>
<i>skipped question</i>						<b>13</b>

## QUESTION 4

**TWO-PART QUESTION:** How important is it for the Township to develop or improve the following over the next 10 to 20 years? And, do you support paying additional funds for this?

Answer Options	Very Important	Somewhat Important	Slightly Important	Not Important	Support add'l Funds? YES	Support add'l funds? NO	Response Count
The Village of Williamsburg	81	147	108	185	70	333	531
Shoreline and waterway protection	266	138	76	47	148	255	534
Community center	22	106	160	235	55	348	534
Fire protection	236	188	82	32	198	214	545
Emergency medical services	245	183	75	29	215	197	541
Zoning regulations	155	162	130	75	62	339	535
New Township hall	13	57	98	365	29	376	540
Web/televised Township meetings	20	84	141	279	35	364	534
Walking/bike paths	109	141	149	133	124	288	543
Farmland/open space preservation	245	138	91	60	130	277	542
Availability of public water	129	122	84	196	95	311	541
Recreation facilities	84	176	153	116	85	314	539
Community events/festivals	36	99	167	227	42	357	538
Library	49	107	111	262	68	334	538
Senior services	55	165	154	154	90	308	538
Park facilities	92	187	144	105	100	306	539
<i>answered question</i>							<b>552</b>
<i>skipped question</i>							<b>12</b>

## TOWNSHIP GROWTH AND DEVELOPMENT

### QUESTION 5

Please select the statement below that most closely matches your views on growth and development in the Township. I would prefer the Township to –

Answer Options	Response Percent	Response Count
Actively seek growth and development	10.4%	57
Maintain current rate of growth and development	22.9%	125
Plan for growth and development	45.9%	251
Discourage growth and development	16.6%	91
No opinion	4.2%	23
<i>answered question</i>		<b>547</b>
<i>skipped question</i>		<b>17</b>

### QUESTION 6

What kind of growth and development opportunities should the Township seek?

Answer Options	Response Percent	Response Count
Residential	42.9%	238
Small-scale commercial (i.e. flower shop, bakery)	54.1%	300
Office	7.4%	41
Service commercial (i.e. dry cleaners, groceries)	27.7%	154
Agricultural tourism (i.e. farm stands, U-pick, Christmas tree sales)	49.0%	272
Industrial	6.5%	36
Big box commercial (i.e. general merchandise store)	15.3%	85
Entertainment (i.e. movie theater)	9.4%	52
No growth and development	19.5%	108
No opinion	5.4%	30
<i>answered question</i>		<b>555</b>
<i>skipped question</i>		<b>9</b>



## VILLAGE OF WILLIAMSBURG

### QUESTION 7

Should the Village of Williamsburg be redeveloped?

Answer Options	Response Percent	Response Count
Yes	30.1%	164
No	49.6%	270
No Opinion	20.2%	110
<i>answered question</i>		<b>544</b>
<i>skipped question</i>		<b>20</b>

### QUESTION 8

What types of uses should be encouraged in Village of Williamsburg?

Answer Options	Response Percent	Response Count
Single family residential	52.3%	284
Small-scale commercial (i.e. flower shop, bakery)	56.5%	307
Restaurants/cafes	43.3%	235
Service commercial (i.e. dry cleaners, groceries)	24.7%	134
Civic buildings	6.6%	36
Mixed uses (commercial & residential in the same bldg.)	18.0%	98
Multiple family residential	6.1%	33
Offices	5.9%	32
Public gathering/community spaces	19.3%	105
No opinion	11.4%	62
<i>answered question</i>		<b>543</b>
<i>skipped question</i>		<b>21</b>

## HOUSING

### QUESTION 9

For each type of housing listed below, please indicate how much of each type you feel the Township needs in the next 10 to 20 years?

Answer Options	More	Same	Less	None	No Opinion	Response Count
Single family homes on acreage	203	237	36	26	32	534
Seasonal homes	59	291	86	42	51	529
Townhouses/condominiums	75	148	106	151	47	527
Affordable single family homes	168	209	43	67	36	523
Clustered housing	71	96	111	197	51	526
Multiple family housing	32	112	105	227	51	527
Single family homes on small lots	119	187	87	105	34	532
Apartments	45	99	117	220	43	524
Senior housing	138	196	30	116	52	532
Duplexes	37	141	107	194	48	527
"Mother-in-law" apartments	90	163	53	137	84	527
Manufactured housing	32	115	131	203	52	533
Short term rental	32	123	104	207	66	532
Guest houses	56	173	63	134	104	530
<i>answered question</i>						<b>548</b>
<i>skipped question</i>						<b>16</b>

## QUESTION 10

Please indicate where new single family residential development should be located in the Township.

Answer Options	Response Percent	Response Count
Anywhere	19.2%	105
South of M-72	20.1%	110
Areas of existing single family homes	35.6%	195
Along shorelines and waterways	6.8%	37
North of M-72	17.7%	97
Agricultural areas	3.1%	17
On acreage	31.8%	174
Scattered throughout the Township	40.5%	222
On small lots	15.0%	82
Village of Williamsburg	28.5%	156
No where in the Township	6.0%	33
No opinion	7.5%	41
<i>answered question</i>		<b>548</b>
<i>skipped question</i>		<b>16</b>

## COMMERCIAL AND OFFICE USES

### QUESTION 11

What types of commercial and office uses would you like to see in the Township?

**\*\*Other – See Chapter 4 for responses**

Answer Options	Response Percent	Response Count
Sit-down restaurant	50.5%	278
Service commercial (i.e. dry cleaners, groceries)	37.8%	208
Professional offices (i.e. lawyer, architect)	23.3%	128
Bar/tavern	19.1%	105
Cafe/coffee shop	48.5%	267
Medical offices (i.e. dentist, doctor)	38.7%	213
Entertainment (i.e. movie theater)	17.8%	98
Small-scale commercial (i.e. flower shop, bakery)	55.5%	305
Bank/ATM	30.7%	169
Fast food/drive-thru	10.9%	60
Big box commercial (i.e. general merchandise store)	18.0%	99
None	17.6%	97
Other (please specify)	5.3%	29
<i>answered question</i>		<b>550</b>
<i>skipped question</i>		<b>14</b>

## QUESTION 12

The current commercial district in the Township is located along M-72 between Turtle Creek Casino and Broomhead Road. Please indicate where new commercial development should be located in the Township.

Answer Options	Response Percent	Response Count
Anywhere	4.3%	24
Along M-72	45.4%	251
Village of Williamsburg	35.3%	195
In the same location	28.2%	156
Along shorelines and waterways	0.4%	2
Along major roads	14.1%	78
South of M-72	7.8%	43
No where in the Township	13.6%	75
On vacant land	3.3%	18
North of M-72	10.1%	56
No opinion	5.6%	31
<i>answered question</i>		<b>553</b>
<i>skipped question</i>		<b>11</b>

## QUESTION 13

Should the Township promote agricultural-based tourism (i.e. farm stands, U-pick, Christmas tree sales)?

Answer Options	Response Percent	Response Count
Yes	76.2%	414
No	9.4%	51
No Opinion	14.4%	78
<i>answered question</i>		<b>543</b>
<i>skipped question</i>		<b>21</b>

## M-72 HIGHWAY

### QUESTION 14

What type of development would you like to see along M-72?

Answer Options	Response Percent	Response Count
Residential	11.3%	62
Service commercial (i.e. dry cleaners, groceries)	43.2%	237
Industrial	11.1%	61
Clustered commercial with open spaces	37.0%	203
Agricultural tourism (i.e. farm stands, U-pick, Christmas tree sales)	56.8%	312
Recreational	18.8%	103
Big box commercial (i.e. general merchandise store)	22.2%	122
Billboards	2.9%	16
None	19.1%	105
<i>answered question</i>		<b>549</b>
<i>skipped question</i>		<b>15</b>

### QUESTION 15

What do you want the appearance of the commercial area of the M-72 highway to be?

Answer Options	Response Percent	Response Count
Natural open space	46.5%	250
Strip center development	20.1%	108
Agricultural	22.9%	123
Businesses built to the road	20.3%	109
Recreational	10.2%	55
The same as it is today	37.2%	200
<i>answered question</i>		<b>538</b>
<i>skipped question</i>		<b>26</b>

## ZONING

### QUESTION 16

Should accessory buildings (i.e. pole barns, detached garages) be allowed on a lot without a home or cottage?

Answer Options	Response Percent	Response Count
Yes	50.5%	278
No	37.9%	209
No Opinion	11.6%	64
<i>answered question</i>		<b>551</b>
<i>skipped question</i>		<b>13</b>

### QUESTION 17

Should residential accessory buildings be limited in size?

Answer Options	Response Percent	Response Count
Yes	48.8%	270
No	39.2%	217
No Opinion	11.9%	66
<i>answered question</i>		<b>553</b>
<i>skipped question</i>		<b>11</b>

### QUESTION 18

Should home-based businesses be encouraged in the Township?

Answer Options	Response Percent	Response Count
Yes	57.0%	311
No	20.5%	112
No Opinion	22.5%	123
<i>answered question</i>		<b>546</b>
<i>skipped question</i>		<b>18</b>

## QUESTION 19

Should any of the following zoning issues be a priority for the Township?

Answer Options	Yes	No	No Opinion	Response Count
Wind turbines	263	172	84	519
Junk/trash	418	72	41	531
Farm markets	227	222	69	518
"Mother-in-law" apartments	136	238	135	509
Noise regulations	378	103	49	530
Signs	350	133	51	534
Lighting standards/night skies	322	127	68	517
Large lot residential zoning	246	182	80	508
Guest houses	160	226	120	506
Odors	369	100	52	521
Short term vacation rentals	190	228	97	515
Outdoor wood burners	157	258	99	514
<i>answered question</i>				<b>554</b>
<i>skipped question</i>				<b>10</b>

## QUESTION 20

The majority of the area south of M-72, which includes the state forests, is zoned a minimum required lot size of 5 acres. Should the 5 acre minimum required lot size of the non-state forest lands be –

Answer Options	Response Percent	Response Count
Decreased	30.1%	168
Increased	5.0%	28
Maintained	55.6%	310
No Opinion	9.3%	52
<i>answered question</i>		<b>558</b>
<i>skipped question</i>		<b>6</b>



## QUESTION 21

Should new smaller lots be allowed in the following areas?

Answer Options	Response Percent	Response Count
In the Village of Williamsburg	51.0%	276
Along the lake shorelines	11.6%	63
Along other waterways	8.7%	47
Scattered throughout the Township	30.5%	165
In agricultural areas	12.0%	65
In subdivisions	36.8%	199
No place in the Township	22.4%	121
No opinion	12.4%	67
<i>answered question</i>		<b>541</b>
<i>skipped question</i>		<b>23</b>

## WATER QUALITY

## QUESTION 22

Should there be more stringent septic system regulations for property owners along the shorelines and waterways than in other areas of the Township?

Answer Options	Response Percent	Response Count
Yes	61.5%	335
No	22.4%	122
No Opinion	16.1%	88
<i>answered question</i>		<b>545</b>
<i>skipped question</i>		<b>19</b>

## QUESTION 23

What else would you want the Township to know that has not been asked on this survey?

**\*\*See Chapter 4 for responses**

## DEMOGRAPHICS

### QUESTION 1

Do you live in Whitewater Township? Also, please indicate the number of years you have lived or owned property in the Township.

Answer Options	Response Percent	Response Count
I am a full-time resident	71.6%	399
I am a seasonal resident	17.1%	95
I own property but do not live in the Township	10.6%	59
<i>answered question</i>		557
<i>skipped question</i>		7

### QUESTION 2

Are you registered to vote in Whitewater Township?

Answer Options	Response Percent	Response Count
Yes	71.6%	394
No	28.4%	156
<i>answered question</i>		550
<i>skipped question</i>		14

### QUESTION 3

Do you live north or south of M-72?

Answer Options	Response Percent	Response Count
North	57.1%	304
South	42.9%	228
<i>answered question</i>		532
<i>skipped question</i>		32

## QUESTION 4

What best describes where your primary home or property is located in Whitewater Township?

Answer Options	Response Percent	Response Count
Shoreline	32.0%	173
Rural setting	38.4%	208
Village	3.1%	17
Along M-72	2.8%	15
Farm/agricultural	12.8%	69
Forest/wooded	27.2%	147
Subdivision	14.0%	76
Unsure	2.0%	11
<i>answered question</i>		<b>541</b>
<i>skipped question</i>		<b>23</b>

## QUESTION 5

What size of property do you live on or own (if not a resident) in Whitewater Township?

Answer Options	Response Percent	Response Count
Less than 1 acre	23.5%	119
1 to 5 acres	46.6%	236
6 to 20 acres	20.6%	104
21 acre or more acres	9.3%	47
Unsure	1.0%	5
<i>answered question</i>		<b>506</b>
<i>skipped question</i>		<b>58</b>

## QUESTION 6

Which of the following best describes your annual household income?

Answer Options	Response Percent	Response Count
Less than \$15,000	4.0%	18
\$15,000 - \$34,999	10.9%	49
\$35,000 - \$49,999	13.1%	59
\$50,000 - \$74,999	26.5%	119
\$75,000 - \$99,999	19.2%	86
\$100,000 or more	26.3%	118
<i>answered question</i>		<b>449</b>
<i>skipped question</i>		<b>115</b>

## QUESTION 7

Counting yourself, how many people in your household are:

Answer Options	Response Average	Response Total	Response Count
Under age 5	1.50	30	20
Ages 5 - 9	1.39	46	33
Ages 10 - 14	1.35	69	51
Ages 15 - 19	1.32	78	59
Ages 20 - 24	1.36	57	42
Ages 25 - 34	1.59	62	39
Ages 35 - 44	1.50	108	72
Ages 45 - 54	1.75	261	149
Ages 55 - 64	1.62	309	191
Ages 65 - 74	1.50	203	135
Ages 75+	1.42	121	85
<i>answered question</i>			<b>528</b>
<i>skipped question</i>			<b>36</b>

## QUESTION 8

What is your age?

Answer Options	Response Percent	Response Count
Under 18	0.2%	1
18 - 25	0.4%	2
26 - 34	3.0%	16
35 - 44	9.3%	49
45 - 54	21.9%	116
55 - 64	30.2%	160
65 - 74	22.1%	117
75 and over	12.9%	68
<i>answered question</i>		<b>529</b>
<i>skipped question</i>		<b>35</b>

## QUESTION 9

What is your gender?

Answer Options	Response Percent	Response Count
Male	62.7%	338
Female	37.3%	201
<i>answered question</i>		<b>539</b>
<i>skipped question</i>		<b>25</b>

## Chapter 4 – Open-Ended Questions

### QUESTION # 11

What types of commercial and office uses would you like to see in the Township? (Check all that apply)

Other (please specify):

- Keeping with the colonial Williamsburg period theme.
- Wine bar, a place that showcases Northern Michigan wines.
- Who wants to come, let the free market work.
- Bus stops
- Meijer
- Very little- needs met in Acme and Traverse City
- Mall
- Light industrial
- Drug store
- Well landscaped with traffic light.
- Small mall to accommodate township offices, cafe, coffee shop, gas station, etc.
- Meijer's in Acme
- Develop unique shops, restaurants, etc. No chains or big box developments.
- Car wash
- Specialty shops
- Industrial park
- Any or all
- Rifle range, sportsman club
- Industrial park
- Let the property owner's choose!
- Something that benefits all people
- Utilize the mini strip mall already on M72
- Let freedom work its magic.
- Small businesses that people from about 15 mile radius would be mostly \$
- You would block any commercial with jobs??
- Keep them of historic village.
- No Big Box or franchise chains
- Dairy Queen
- Historical society building

This page intentionally left blank.

## QUESTION # 23

**What else would you want the Township to know that has not been asked on this survey?**

▪ None
▪ Big problem, a neighbor starts building a house which is still under construction five years later.
▪ The \$3.1 m fire station is not needed. Where is the supporting documentation that confirms a need for such an expensive project? Why should my taxes pay for fire dept use in other townships? The tribe stands to benefit the most why should we buy their water and pay to protect their assets when they have the \$\$ to pay for it all. Using an old mill request to fund this is sneaky and will lead to more taxes, this is not the intended use of this millage request. The Board should get in touch with the economics of the people here (it's bad) not with the spend and tax policy of Washington. Limit all spending. Base municipal growth upon the increased population and community growth, not by increasing taxes on current property owners.
▪ I would like the township board to listen to the voters. Before taxes are raised (millage) have the people vote on it. We do not want to be taxed on a new fire hall or any new employees.
▪ It would be verify nice to create a nice little, walkable village in Williamsburg - one that encourages biking with bike trails. A coffee shop, flower shop, pharmacy, doctors office, small grocery - that would be very appealing. Unfortunately, what we have is a casino (not designed to fit the landscape) and a porn shop. Go Williamsburg. Pole Barns, porn shops casinos do not add up to charming, quaint village. I would really like to see bike trail that connects to Elk Rapids with lots of quaint farms/cider mills along the way. Maybe some of the charm of Elk Rapids will rub off on us.
▪ Please get a stop light some where along M72 at Elk Lake Road or casino to slow people down.
▪ Thank you for making the effort to use community input to determine the direction that Whitewater Twp is going to go in the future years.
<p>We believe that the Twp will continue to grow and develop even if many of us who are here would like to see it stay just the way it was when we first arrived here. Indeed, our arrival helped to change the Twp and future arrivals will certainly do the same. We hope that Whitewater Twp will remain the beautiful area we all moved here to enjoy. Heavy development has taken place in Garfield Twp and in Traverse City. We would not like to see our Twp develop in the same way. We are blessed with wonderful water, forests and residents. Please use management and zoning plans to keep the Twp as it is now. As more and more people arrive, they must have direction to help in keeping the goals of a beautiful and welcoming community. It would be nice to see a few small businesses in Williamsburg in the Post Office area. Perhaps a grocery store, a bakery, a small care - all to make the Village a place to come to instead of just to pick up mail.</p>
▪ It doesn't matter - the township does what they want to. This survey is a waste.
▪ Reduce/minimize sprawl of development. We can get everywhere we need (commercial/public services) with a short drive east/west/north. Let those cities (Kalkaska, Acme, Elk Rapids) handle the business and traffic issues while we remain quiet and low density. Fire and Medical response time and quality should be important, the costs and hassle are akin to insurance, we may never need them, but they better be there if we do. Thanks for the survey. Too many domestic stray dogs running around



	causing damage. We would support new, strong, leash laws and ordinances to control this.
■	Reduce/minimize sprawl of development. We can get everywhere we need (commercial/public services) with a short drive east/west/north. Let those cities (Kalkaska, Acme, Elk Rapids) handle the business and traffic issues while we remain quiet and low density. Fire and Medical response time and quality should be important, the costs and hassle are akin to insurance, we may never need them, but they better be there if we do. Thanks for the survey. Too many domestic stray dogs running around causing damage. We would support new, strong, leash laws and ordinances to control this.
■	Please try to cluster business and residential areas to leave as much natural area and green space as possible. To that end smaller lots and multifamily homes seems like a good idea in restricted areas. Please get rid of as many billboards as possible and make it easy (bike paths) for people to have neighborhoods w/grocery stores, medical services handy. Provide bus service to TC.
■	Perception is reality; communication is the key to dispersing valid information which controls the misinformation that breeds contempt. (fire hall, water main, gas, townhall, etc.). I would suggest better business practices and efficiencies at town hall.
■	We are summer residents on Elk Lake, so have many n.a. answers. The disposal costs for holding tanks is very high. I would like it if the Twp. had options for owners, so they meet the requirements, but as lower costs. i.e. comm. safe treatment methods, etc. None of us are Homesteaded, taxes are high. You didn't mention sewer "fees". My husband owns 'tree' land on Crain Road. We just hate to see intensive development on that road, which is one reason for the trees.
■	I would appreciate more retail development in the area. It is inconvenient to have to drive 20 miles to get better grocery stores & shopping. I was very disappointed that the Meijer store & other retail shopping did not happen. I feel that it would have benefited our area by creating employment and making good use of that area on M72. It is going to happen and I think that the people in Acme were shortsighted.
■	Consensus! The lack of Twp focus on the Village of Williamsburg concept. The lack of attention to the impending boom in development along M72 w/the Acme Meijer development.
■	There is no reason to have zoning ordinances (i.e. junk, 4 wheelers on road) if the Twp. will not enforce them. Also why spend so much on studies when most of the Twp. board lives north of M-72 and does everything to protect their side of M-72 it has been biased all the years I have lived here. You must maintain the parks and the fire protection. The police do what they want and don't do their job anyway.
■	I believe we have spent way too much of the taxpayers money on plans, that we do not even know about. Such as a new fire station. Architect drawings? And that fire station is not been mentioned in this survey - we are not informed unless we come to every meeting which if I had the time to be at I would be on the board. And when I try to find out about anything, the person I need to talk to isn't available.
■	I am concerned that Whitewater Watch has become a lobbying org. that has consumed our Township government. Our elected officials appear to be anti-government as opposed to understanding that in order for everyone's rights to be protected, including the good of the community, there needs to be regulations. There also appears to be regulations that Township officials are resolving to benefit their personal interests.
■	I am angry about the Fire Station being pushed through - the township is a depressed area over regulated which does not encourage business - people do not want to drive 10 miles one way for small errands or pay the outrageous prices for the gas station. Small

	business can't make it because they are forced to "hide" their business - who wants to live here? There's nothing here. Certainly not enough people to support this huge fire station. Take the money from the fire station and fix what's here already and help grow the area enough to justify having it - not raise taxes on already strapped citizens!!!!
▪	1) Encourage distribution of Natural Gas to residents. 2) Encourage new development where infrastructure already exists or the developers will provide it or upgrade it at not cost to taxpayers. 3) Give more weight to property owners responses versus renters responses to this survey. Since they will have to pay the tax bills. 4) Write a generic Master Plan and Zoning to accomplish its purpose, but do not make it impossible for a case by case appeal. No ability to adopt the zoning ordinances as required will make the Master Plan more palatable and longer lasting. 5) Compliments on the survey! Now be sure the respondents are listened to and the new master plan and zoning are indicative of the responses!
▪	If new Fire Station is built, please build one appropriate for our size of Township.
▪	Enforce the current regulations we have. Way, way, too much junk allowed to accumulate in yards and fields. Parts of the Twp. look like Appalachia.
▪	We can be a destination point. Expand on our historical atmosphere. Celebrate our agricultural heritage. Preserve our rural feeling as a village. Secure our natural resources by regulation. Encourage controlled tourist development
▪	The Township could easily become a "Chums Corner". That area is Gross. Controlled growth is very important. This area has a lot to offer area businesses which in turn would bring families to the area. That is what is important. Family and History.
▪	I own vacant property and never plan to live there.
▪	Rumors of a new multi million dollar fire hall are very disturbing. Lose the new fire hall!!!
▪	I think this is a beautiful place now, open, natural, quiet. For us seasonal homeowners or vacation home owners, taxes are unbelievably high. My concern is that taxes will continue to go up. I appreciate paying for local schools and services as we do our share, but with the home exemption - taxes are to the point of driving people out. So preserve what we have but don't raise taxes. Thanks for asking.
▪	I think common sense should be used when determining zoning and ordinances. When I purchase and use my property it is mine. I should, for example, be able to access my property from either road that my property runs along. I think encouraging businesses in the Burg is an excellent idea - opening old M-72 from the casino it encourages patrons could be wise (future planning) the Casino/GTB may like it because it would encourage people/patrons to stay near by (get right back to the casino).
▪	Don't regulate what size, shape, color, roof pitch, etc. that our houses and buildings should be. I should be able to do with my property what I want, and no appraiser should automatically assume what my intentions are and therefore tax me on something that they think I might do with my property. Assessors need to talk to the land owner and work with them on common goals to make the proper tax assessment.
▪	It is very important to maintain our Twp.'s rural character. This community is a well balanced area of agricultural, forest and home development. 5 acre bldg restrictions should be kept in place to ensure this character in the future.
▪	With T.C. and Kalkaska close I would like to see the Twp. as it is now for years to come.
▪	I don't want the Twp. to hold excess funds or to look for somewhere to spend the money. (Like on a new fire station). Refund funds not needed for road maintenance.
▪	Would like to see a Meijer store and a mall. Why should everything be south of T.C.?
▪	We need good steady growth in our Township.
▪	I would like to see taxes go down. Don't like the way the Township is going. No Fire Station.

- I feel that the amount of property taxes charged by the Twp. is way too high for the amount of services offered by the twp. itself. With no community police offices the twp. has no direct relation or person to handle the community's complaints. With the state of the economy, Whitewater should look at the failure of Acme Twp. to bring in new business and revenue to its community by welcoming business and growth. Our area is growing and its time to accept it and get on the train so that Whitewater may lead rather than lag behind.
- Try to keep rural character and values in place without over doing it with rules and regulations. I think existing Twp. offices are adequate with maybe share additions.
- Close the Casino or start making it a fair playing field. They get too much and treat their now tribal employer like Shit.
- There is apparently more common sense being exhibited by the Township Board then with previous encounters with former board members.
- 1. I believe the M-72 corridor needs better traffic flow. I would like to see a blvd. style similar to Grand View Parkway with limited turns allowed into clustered commercial areas.  
2. The Township Hall barely meets the legal requirements to hold an election. It also does not have adequate storage. It really needs to be upgraded/replaced.
- We want to preserve the quiet, rural nature of Williamsburg, slow or stop residential development, and protect the agricultural heritage of the area. The addition of fast-food, grocery, and convenience shopping in controlled areas along M-72 would be good.
- I don't think Whitewater Twp. needs a massive new fire station. I think the plan needs to be scaled down. Most people are having a hard time financially and can not afford higher taxes. We need some businesses that employ people year round. Maybe a consignment/exchange/reuse shop would be helpful to exchange items that people don't want anymore for items they want.
- We need a large grant to develop local commercial in a Quaint Village on the north side of M-72. The 3 million planned for a new fire barn would go a long way toward kick starting such a project.
- I like the Twp. the way it is now. That's why I live here.
- It is difficult to live in an area with no amenities. Bring in Big Box, grocery stores and jobs! Make Williamsburg a place when people want to live.
- What about developing the historic railroad village with shops that serve the casino. Have a train that goes from the casino to the Village.
- Planning Commission and Twp. Board be more responsive to citizens. Follow ordinances and less personal opinions.
- I plan on bldg. a home in 2010, on Baggs Rd. - Russel Ridge Development. It was hard answering some of these questions since I haven't actually lived in Whitewater Twp. yet. Currently, I live in Rockford, MI, just north of Grand Rapids. We love the beautiful area in Whitewater Twp. Hopefully it stays that way. I do a lot of volunteering in Kent County, at church, community outreach center, habitat for humanity (Kent Co.). Are there any organizations that need help (volunteer)?
- Thank you for efforts in conducting this survey. The things I like about Whitewater Twp.: It is forested and unspoiled, the unadulterated natural beauty and lack of commercialism is a refreshing breath of fresh air, we like how the land and its beauty are the prominent features as opposed to housing developments and businesses. Please resist additional building and business development in the Township and allow it to maintain its "original northern Michigan character". I do think that rentals (short and long term) should be allowed an encouraged to open this area's beauty to outsiders who didn't know an area could exist without being centered around commercialism.
- I am very skeptical about the new fire station and its extreme price tag. I am not for

commercial development in this township while the prospects for extensive commercial development "just down the road" is so very high.
<ul style="list-style-type: none"> <li>▪ Traffic signal @ Elk Lake Rd. and M-72. Dock extension at Whitewater Park launch. Angell Rd. from U.S. 31 to Elk Lake Rd. needs to be resurfaced as it carries a lot of traffic.</li> </ul>
<ul style="list-style-type: none"> <li>▪ As I nonresident, I am pleased with the planning and development with the Whitewater Park, public access, Elk Lake Road, etc.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Pave the road to Whitewater Township Park and Boat Launch.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Use common sense.</li> </ul>
<ul style="list-style-type: none"> <li>▪ I have stated "no opinion" on several questions. I am a seasonal resident and do not feel qualified to answer on many issues.</li> </ul>
<ul style="list-style-type: none"> <li>▪ We get more than enough government and taxes at our primary residence (also where we can vote on issues). The proposed fire station is ridiculous and regardless of what you say in only to benefit the casino with a hook and ladder truck. What other six story bldg. do we have that could benefit? Hiring a fire chief just because you could, also indicates arrogance on your part. If we are going to pay for your country club fire station all residents and property owners should have access to the gym and workout being included. People locate in Williamsburg and the township to avoid congestion of T.C. Let's limit your government expansion and vote out whoever goes against the people's wishes.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Shoreline septic regulations should be the same as other areas, but the regs must be properly written, the systems must be designed properly, installation must be monitored and installation stopped if installation is incorrect. Will someone be monitoring water quality in the lake?</li> </ul>
<ul style="list-style-type: none"> <li>▪ I am shocked that there is no mention of protecting and promoting fresh water. Without fresh water (our #1 resource-Elk Lake and Lake Michigan) there will not be good soil for crops, grass for animals, fishing, boating, recreation and healthy people. Zoning should consider limiting 2 boats per 100 ft. PROTECT THE WATERSHED!</li> </ul>
<ul style="list-style-type: none"> <li>▪ I would be very interested in the possibility of bus service in this area for people unable for any reason to drive themselves. There is no reasonably priced transportation for people in Whitewater Township or for that matter anywhere past Tom's East Bay Market.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Hard fines for junk in yards. \$100.00 to start.</li> </ul>
<ul style="list-style-type: none"> <li>▪ I am opposed to the township building a multi-million dollar fire station on Elk Lk. Rd. We don't need it and cannot afford to maintain it anyway.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Lower taxes (winter and summer).</li> </ul>
<ul style="list-style-type: none"> <li>▪ The fire hall proposal should be dropped. This is a waste of taxpayer money. Need for the largest firehall in Northern Michigan to be located in Whitewater Township has not been established. Similarly, the new fire chief vehicle and position demonstrates a corrupt board. Additionally this survey should have been administered/compiled locally.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Limit development and protect what we have. That alone is a progressive step and many who live here would probably agree. The world already has enough stores, office buildings, and other commercial centers and most are already within close proximity. The need for more housing will always be a reality but plan wisely or suffer the negative consequences connected to urban sprawl. Don't sell-out for money. Many people who currently reside in Whitewater live here because they don't want more. The value system is different and I trust that an explanation of what I mean isn't necessary. Too much of GT County has already been ruined. Please don't bring development here.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Question 4: Cost less than 1 million for fire and emergency services. Question 7: Yes-If private funds are used without Township funds. Fair and reasonable zoning must be an objective of our master plan. Property rights are sacred. Legal non-conforming zoning laws are not acceptable.</li> </ul>

<p>Question 18: Allowed? then yes. Why can't board member packets be posted on the website prior to board meetings? Larry Lake should appoint a sub-committee to research ways to get more community participation in our township.</p>	<ul style="list-style-type: none"> <li>▪ I believe Whitewater Township should encourage commercial development along the M-72 corridor including grocery stores (coffee shops, etc.). Also promote a village atmosphere similar to the propose Village of Acme. I believe a high priority should be to improve existing roads including paving of dirt roads like N. Broomhead Rd.</li> </ul>
<ul style="list-style-type: none"> <li>▪ We live about 1/3 mile south of the casino. We built our home 5 yrs ago on 3 acres in a new subdivision. Being on a hill, we have a small view of the bay and surrounding county side. When we built, we had no idea we'd soon have a view to the north of Turtle Creek Casino/hotel and red-lighted water tower. The new "growing center" was supposed to be relocated to G.T. Resort. We want to know what the Tribe is planning in the future as that may determine if we relocate when the housing market improves. We are also assuming that the huge fire station is really to serve the casino. Something that big and expensive could serve a small city -not Williamsburg and surrounding area. Let the Tribe build their own station. The Village of Williamsburg is in great disrepair and an eyesore. Why aren't the property owners accountable? Many buildings should be torn down-a vacant lot would be better than a ramshackle, empty house. On the positive side, we love the farmland and woods - that's why we built here, strip malls, big boxes don't belong here. I love watching the houses /riders walk up Crisp Rd. However, the road is terrible. Too much clay-it becomes a mudhole when it rains. I haven't had a clean car for 5yrs. We were originally told Crisp Rd. would be paved in 3 yrs.!</li> </ul>	<ul style="list-style-type: none"> <li>▪ Shrink our local government. Don't spend our tax dollars like fools. "If it isn't broke, don't fix it". Do a good honest job for the people. We can give our excess money back to the taxpayers or lower our property taxes. Be smart in our Township.</li> </ul>
<ul style="list-style-type: none"> <li>▪ I would like the enforcement of standards and development requirements to be monitored and enforced. An example is the development of Truax Lake. To obtain approval, the developer (McKeough Land Company) was required to build the roads within the development to County standards (see minutes of Planning Commission). However, this was never checked by the Township, no escrow account was required, and no inspection for completion was ever performed by the Township prior to or after development began selling properties. The road was never finished (second layer of asphalt) and the Township allowed the developer to walk away and leave the uncompleted road in the hands of the owners. Shame on the Township.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Turtle Creek - totally UGLY. The facade of this place is horrible and looks so out of place. Redevelop the small town look (i.e. gift shops, bakery, deli).</li> </ul>
<ul style="list-style-type: none"> <li>▪ Plan for lake side utilities in the future - natural gas and sewer.</li> </ul>	<ul style="list-style-type: none"> <li>▪ To recall the Township Board</li> </ul>
<ul style="list-style-type: none"> <li>▪ Do not be rigid on granting no building variances, when neighbors have no expectations or agree and plans are for quality improvements, the Township should not be the sole obstacle.</li> </ul>	<ul style="list-style-type: none"> <li>▪ For safety we: 1. Need a traffic light at the corner of M-72 and Williamsburg Road. 2. Need bike lanes along Williamsburg Road.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Go back to volunteer Fire Dept. A full time fire chief and a fancy vehicle was not needed. If the casino needs a full time Fire Dept. - let them build it and maintain it. Wages for township officials and jobs should be put on a ballot and voted on by the tax payer.</li> </ul>	<ul style="list-style-type: none"> <li>▪ I'm very concerned with the new fire barn and expanded services including the new full-time chief. I'm not convinced we need any of this!</li> </ul>
<ul style="list-style-type: none"> <li>▪ Traffic light at M-72 and Williamsburg Road</li> </ul>	<ul style="list-style-type: none"> <li>▪ Lower taxes on wetland and property that you can't develop or farm that you can farm.</li> </ul>



- 
- What can be done to improve infrastructure such as paved roads, water/sewer systems, gas lines, and more underground electric.
- 
- I love the place just as it is.
- 
- Our forests, lakes, streams, rural and agricultural character are the primary economic base for our community. We need to put more protections in place, and encourage uses that protect rather than destroy. We need a PDR program like Peninsula Township to purchase development rights. We need to continue to restrict development next to our rural roads. High density development is expensive and harms natural resources. We need to enforce zoning against deep injection wells, use of agriculture land for spreading untreated human waste septage silos and any other harmful use similar to these.
- 
- The township does not need growth. We moved to this area to be away from condensed housing areas.
- 
- No new fire station
- 
- I moved here 12 years ago. I love it as it is except that there needs to be a traffic light at the 72/Elk Lake Williamsburg Road intersection. This is imperative.
- 
- Question 19 is misleading. The wording "priority for the Township" could mean that the Township zoning should rule for or against the issues checked by Township residents. On some items I think the Township should be involved such as trash, odors, noise. On other issues such as mother-in-law apartments, the Township should let residents use their property as they see fit. It's hard enough to survive in this economy without the Township imposing cost prohibitive regulations on residents. People need to be allowed to make a buck or double up on property living arrangements (mother-in-law), guest houses, etc.
- 
- This survey is biased and responses can be interpreted in many directions. The Township has diverse characteristics, dependent on location: northern is agricultural, southern focuses on environmentally friendly to wildlife, and M-72 corridor includes commercial and the casino. Waterways in all areas need protection. #1 & 2 - cannot be limited to 3; #4- More info needed before committing to \$ support; #6- Residential limited by environment and regulation; #7- Planned development without destroying its history; #8 & 9- Should be regulated with strong codes and zoning; #10- Should adhere to current zoning and Master Plan; #12- We don't want urban development and feeling. Current Master Plan is well done. Any changes should be carefully and selectively thought out!
- 
- We chose to live in the Williamsburg area because of the rural setting and quietness. Obviously, you can't completely stop development, however, we see no reason to actively pursue it - we like things just the way they are!!! The last thing we want is for M-72 to turn into another US-31 South. It would be nice if the Board stopped bowing to the wishes of the Grand Traverse Band and think of what all these changes will do to our rural community.
- 
- Support re-licensure of the hydroelectric plant in Elk Rapids. If the dam is not maintained like it is now and the lake level drops, it could be devastating for many people who live on the lakes and provide a significant tax base for the township. Continue to protect and preserve wetland areas.
- 
- I do not support growth just for the sake of growth or to increase the tax base. I am very opposed to commercial growth.
- 
- Before "new" is built consider using what we have. Americans spend millions in Europe to visit "old". Be different, honor the "old" and remember any building standing can be reused. Keep new construction in appropriate era. You are in charge of parks and roads that need repair and clean-up. Take care of that before adding more to it. I would have loved to have had 6 children but stopped at 2 because that was what I could afford. Be different by developing a responsible fiscally possible approach to development. How about a reputation for lower taxes, no deficit, good facilities and services instead of debt
-

& new buildings. Encourage citizens to participate in safety, fire hazard awareness, community taking care of elderly, i.e. neighbors.
<ul style="list-style-type: none"> <li>I want the township to know that the casino brought nothing but uncontrollable traffic to this area, with no regard to what anybody else thought. I want no part of there "crumbs" for water, fire, or any other services. They need a ladder truck, fire dept., etc., not us. We do not need to deal with a foreign country. They need to keep their tentacles out of our businesses. I realize they brought jobs, but they keep betting millions of dollars to fix their roads. Who's fixing ours?</li> </ul>
<ul style="list-style-type: none"> <li>Natural gas line for all residents of township.</li> </ul>
<ul style="list-style-type: none"> <li>We are seasonal residents and were attracted to Williamsburg the way it is today. We would not like to see M-72 developed like 31 north going to Traverse City.</li> </ul>
<ul style="list-style-type: none"> <li>We need some expansion. Big store with all the amenities. Some restaurants, banks, and a revamped communications system. I think Williamsburg and Whitewater Township are great places for residential as well as commercial development. I'm looking forward to see what changes come along in the near future.</li> </ul>
<ul style="list-style-type: none"> <li>No new firehall. No new taxes. If the casino needs a new firehall let them pay for it &amp; the wages of the fire chief.</li> </ul>
<ul style="list-style-type: none"> <li>I would like to see Park Rd to Whitewater Twp. park and boat launch be paved. It would be so much nicer for everyone coming and going all season long.</li> </ul>
<ul style="list-style-type: none"> <li>Why the Township Board thinks we need a 3.5 million dollar fire barn and they are the only ones who can vote to raise taxes for it? Going back to a law passed in the 70's. Come on! This Township is messed up! Also the board! They have no direction on how to handle things. It's sad!</li> </ul>
<ul style="list-style-type: none"> <li>I understand that our township will grow, instead of just resisting growth, I hope we can embrace it and plan in a way that small business and agriculture and work together.</li> </ul>
<ul style="list-style-type: none"> <li>We need a light along M-72 either at Williamsburg/Elk Lake Rd or near the casino. Also, any development along M-72 be clustered with one way in &amp; one way out (strip mall). If we get a new fire Hall, possibly the post office could be moved there also with room for a cafe to be built near or on the same property.</li> </ul>
<ul style="list-style-type: none"> <li>Animal (farm), I believe the current township ordinance requires a home owner to have to own 3 or more acres of land to be approved for a horse, would like the township to reduce that acreage requirement to 2 acres.</li> </ul>
<ul style="list-style-type: none"> <li>Township should actively seek big box grocery &amp; retail, there is plenty of open space to be done effectively. Tax revenue will cover new fire station &amp; library etc. Also, a new stop light or traffic light needs to be installed at M-72 &amp; Williamsburg Rd. Someone should not have to get hurt before it's realized.</li> </ul>
<ul style="list-style-type: none"> <li>There should be strict zoning against anymore gambling for any reason. Turtle Creek is a negative to the community in more ways than one. The junky yellow sign advertising Frank's poker tournaments at Saco's gas station looks cheap... something that would be seen downtown Detroit in the slums. Regardless of the "charity" aspect, it should not be allowed/promoted.</li> </ul>
<ul style="list-style-type: none"> <li>The need for a firehall but not a 3.1 million- something like Torch River Twp - Pole Building style "what we can afford-not what we want just because the money is free". Nothing is free.</li> </ul>
<ul style="list-style-type: none"> <li>Follow up on the restrictions already in place. Depends on who you are if you can run a business from your home even if the deed says you can't. Put term limits on the people who run the township. If someone is on the ballot for election they should not be in the township hall &amp; out where they are counting the notes. If the clerk is being on the ballot- she should not touch the absentee ballots.</li> </ul>
<ul style="list-style-type: none"> <li>The township already did this along with meetings and spent thousands of dollars on</li> </ul>

	coming up with a zoning ordinance that could have been a model for many areas of the State of MI., only to have a few loud mouths, without knowledge, spreading lies to destroy the one item that could protect all residents. We can not look at just one entity. We have to see the big picture and look to the future not the past. We have to be proactive not status quo.
▪	No processing plants that pollute air, water, odor!
▪	A traffic light at the intersection of Williamsburg Rd./Elk Lake/M72. Sometimes the wait time to get onto M-72 (going towards M-31) is up to 5 minutes. This is very often a very congested corner and numerous accidents have occurred here. Many times I have had to turn right, go down the road, turn and turn left into a business and then make a right turn to go west on M-72.
▪	Don't tax farmers and older home owners off their land.
▪	Don't waste time on issues like smoking, global warming, stick to responsibilities mandated to Township and nothing else.
▪	Some areas of the township have individual properties that have become eye sores (accumulation of old vehicles, boats, etc- we need more enforcement of these situations that pull down adjacent property values & are not residential by the way they are being sued.
▪	I would like to see the Township do some serious planning for the future and quit dragging it's heels. The population of this area is going to continue to grow and we need logical and reasonable plans which will not invite law suits and legal actions against the township. We need fair, equitable and consistent enforcement of the regulations. The more restrictive the regulation the larger the chance the tax payers will be paying for court costs instead of the things that should be done. I have watched wetlands be filled in with Township concurrence. I have seen signage regulations ignored in some cases only to be strictly enforced in other cases, etc.
▪	We are not presently residents in Whitewater Twp. That said, we have a vested interest in future growth/development with plans to build within the next 5 years. To this end, we believe all growth must be treated with great care and planning to balance the needs of residents with a stable tax base and yet preserve the woodland/recreational of the township. Considering the latter point and the fact that our property is shoreline, we favor strong regulations/preservation of woodland/recreational building and zoning restrictions which limit HIGH DENSITY RESIDENTIAL DEVELOPMENT on or near township lakes and rivers. The negative impact of this growth on wildlife, noise and lighting levels, wells and aquifers, and the like is too great for our current plan and zoning regulations to allow for it. Preserve what we have and provide for judicious growth, grounded in common sense.
▪	Less nepotism in the Township offices. Retirement should be your responsibility (401K) not the residents. Most positions are part-time and can be done from home.
▪	We would like the small town/county atmosphere of the Township preserved. A certain amount of development is inevitable but it should be channeled into areas consistent with preserving open space/natural beauty//county atmosphere of the Township. Otherwise, the "Gateway to TC" will become an extended strip mall (i.e. M-72) between Acme and Barker Creek. Also important to preserve the individual freedoms while maintaining standards for air and water quality.
▪	What does the casino contribute to the township? Will township services be required of the casino and if so does the casino plan to contribute? Is the casino involved in strategic planning of township zoning, etc.?
▪	Cell phone signals need to be improved. Township wide internet service.
▪	1) More traffic enforcement especially on M-72, Elk Lake Rd. & Williamsburg Rd. 2) Higher fees for Boat launching and camping in Twp. park.



- 
- Please keep scenic open spaces along parts of M-72. Eliminate billboards, and cluster small businesses instead of lining the highway with a mix of all sorts of buildings which would look like US 31 South of TC. Ugh!
- 
- If people lose their property from high taxes, with the bad economy, the township will be loosing funds for the projects they are planning.
- 
- Too many restrictions, community gov't and state and federal government is too big. Spending out of control. The tax base is way too high in Whitewater we can not bring young small families to our area. Build a fire station that suits our needs and stay away from high end architectures and big contracts. Give fire and EMS persons free property taxes after 5 years of service thru their departure.
- 
- Don't stand in the way of development and progress of the future.
- 
- We don't need a larger fire barn/department for the casino/casino developments or any other reason. The town hall has been remodeled, upgraded and even the over the top sprinkler system, why would we want a new, improved, larger town hall that we can't afford? Don't grow the township on the backs of current residents. Deal Rd. upgrade is a perfect example of a few paying a lot for many others!
- 
- With the economy down sizing, the township should help small business and home based business proceed forward and not put up bond blocks to people trying to earn a living. This approach requires outside the box thinking.
- 
- We would like to be able to voice our opinions on new projects and vote whether or not our tax dollars will be used. Such as the new fire dept. We didn't have any idea only the board members had to vote to pass such a huge project and we will have to pay for it. We had no input to size, etc.
- 
- As to the commercial development along M-72, I would like to see a green strip on the road with clustered businesses sharing driveways. We could leave the ones now situated, but in the future the businesses could be required to create a green buffer, so that we could present an aesthetically pleasing trip through Whitewater Township's share of M-72. I also think the Farm Markets and roadside stands are an important feature for the locals as well as visitors. We need to look at our draw as a tourist-pleasing township.
- 
- Get businesses in Township to help tax base. Even big box stores such as Meijer or others.
- 
- I would like to see less "junk" automobiles trailers, tractors, snowmobiles and lawn debris! This whole area looks as if there is no zoning or enforcement.
- 
- We need another fire station. Current response time is not adequate.
- 
- How many members of the Planning Commission are Whitewater watch members? I don't believe there should be more than one member represented on the commission or board. I believe the Township needs to maintain its rural/agricultural status. I do everything possible to regulate growth with effective well written zoning ordinances. Thank you.
- 
- Not sure what "recreation" means - would like area to remain in natural state - provide areas/growth for more of forests, parks, nature trails, bike paths (Extension of Tart) etc.
- 
- Zoning people should be doing their job. No trailers/portapoties. GET TO WORK!
- 
- Why isn't the new fire station addressed in this survey? Why 3.1 million? Williamsburg is a small town and should have a new improved fire hall that fits the size of our town. Where is the money coming from, our tax dollars? I think your wasting our tax money and we don't even vote on this issue. Why does Williamsburg need such a large fire station when we only have 1 full time fire person? Why isn't voting held at the Mill Creek School? I've observed old people parking out on M-72 and walking in the rain to vote. The school would have enough parking space, voting would go faster and no one would have to stand outside in bad weather.
- 
- Is McKenna consulting a local firm? How much did it cost the taxpayers to use McKenna?
-

<p>Couldn't we just use a generic survey and have township officials or volunteers check the questions for local pertinence. Why do we have a full-time fire chief with an expensive vehicle? Why are we pursuing an overly expensive fire hall? As you can see all my concerns are about financing. I am currently unemployed but my township is spending heavily. I know that you have to stay ahead of our areas expansion but in these hard times I wish you would consider that some of us are having a hard time out here. How about rebating excess monies to the taxpayer. How about cutting property taxes? My home value has dropped but not my taxes. We all have to get by with less for now. Proceed slowly.</p>	
<ul style="list-style-type: none"> <li>▪ No New Fire Station, Give the track back to the Indians. Salary for Township Board members to be voted on by tax payers.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ I don't feel we should have as large a fire station as is proposed. Fire chief's truck too large and fancy. Property taxes are a problem - too high. We also need natural gas.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Traverse City Regional Wastewater Plant. A significant part of the water and septic permit cost was for the treatment plant. I paid them for something I will use 1-2 times per 10 years which I term excessive. How the board of public works wants to place a yearly tax of \$40 on my residence and another vacant property I own in township. I strongly opposed to the tax. I best support the current pay as you use system. I've written our commissioner Larry Inman to oppose any change in present system, however I believe he currently is expressing his own personal opinion and not the property owner he represents.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Number one on my list is lower my taxes. Number two is lower my taxes.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ There are many examples of residential/commercial development that "look nice" regarding landscaping, layout of roads, etc. to avoid the strip appearance that is so common - and what M-72 looks like now - don't add to the problem.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ 1. Township must recognize the severe economic conditions in Michigan-and take no action that results in tax and/or millage increases. e.g. proposed large firehouse on Elk Lake Rd. will drive millage increases - must be stopped.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ 2. The amount \$ paid for new firehouse property was very expensive. Was property seller a relative of a township board member?? This purchase amount smells of insider treatment.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Board needs to listen to the people and their idea the board want it there way and don't care about the people ideas. They need to inform the people what is going on and not hear about it in the paper. "New proposed" fire hall is to big (18,000 sq. ft.) for eight volunteer fire fighters/ems. Who is going to pay for it to run it heat - maintenance-they need to think of that stuff not just build it and consider operating cost later. They need to listen to people and taxpayers. Whitewater Twp. and board is bull shit.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ You are making decisions without input from residents!</li> </ul>	
<ul style="list-style-type: none"> <li>▪ #18 - Limited in size &amp; type.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Suggestions- Cannot the fire dept &amp; townhall be located on Vinton Rd. on the original twp. location &amp; property north of it? With accessibility to M-72 w/a more immediate response location? The proposed location is not a good response location. Board needs to listen more to the voters &amp; people who have ideas that may differ from what they may want to hear. Use the ideas with strong consideration and inform people.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ When will the Meijer be agreed upon? I think if we had the Meijer in Acme it would be very cost effective for Williamsburg and near by townships so we don't have to run across country to get good ford prices. Tom's is a rip off.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ I'm totally against our townships contract with Grand Traverse County's septage treatment plant, and feel we are forced to pay local county septic service companies such a huge price that we didn't have to pay before the treatment plant was built. The price for service outside of Grand Traverse County was appx. \$125.00 &amp; now is \$450.00 for forced zoning</li> </ul>	

laws. I didn't vote on this contract or have an opportunity to voice my opinion or choice in this matter. I paid for my septic system & my water system, which I also pay for maintenance & up keep and don't feel the township or county should force me to such restrictions & 4 times the cost, for septic emptying. We should void contract & let homeowners choose their own septic service either in Grand Traverse Co. or out of the county. (now-not later) As also their proposed special assessment to cover their financial mistakes are totally unacceptable.	
<ul style="list-style-type: none"> <li>▪ No mention of water quality-why?</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Why such an outrageous size fire station at a price tag of 3.1 million. Present time fire calls less then 3 a week.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Before spending any twp. money, first ask yourself if the funds were coming out of my checking account, would I spend it?</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Fire hall too expensive.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Would like Whitewater Twp to maintain its rural character. Please-no big box stores-if we are to be the entry into TC- let it be one of natural beauty- not found anywhere else.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Develop M-72 commercial &amp; small stores. This will help on taxes.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Do not want to see development.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ We would like to see the rural nature of the Township maintained. Any development should be very carefully planned and clustered. We would like the Township to be more of a walkable community. Careful planning should be done to prevent the Township from becoming like Chums Corners or Garfield Township.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Many, if not all the questions, address control over individual decision making. The overall plan should not reduce the responsibilities or rights of property owners. The township should establish direct communications with residents and owners before and during proposed changes.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ I believe we should have zoning laws that protect homeowners from having a drop in property values because of poorly maintained properties. I would like to see codes that preserve our beautiful landscapes.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ The township board is a joke! We need an election to replace all and start new.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ I'd like to see subdivision regulations enforced in Wintergreen Heights. Some homes seem abandoned and many of the rules are being broken.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Marked "not important" but am unclear as to what needs to be improved-facilities, equipment, personnel. This question could have been subdivided. Answered "no" but might be agreeable to small development grocery store, etc. Would need to be carefully controlled so is attractive and doesn't lead to further uncontrolled development. Sometimes hard to get something stopped once begun. This survey did not address the issue of extending the natural gas pipeline. Maybe this is not a township responsibility, however it is important to growth and development. Maybe the township could help in promoting the extension of the gas line to additional residents and businesses.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Do we need a new firehouse, no. Was it a good plan to pay an architect \$130,000 to design a garage? Who's friend was that poor spending?</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Whitewater Twp. should not be expending services and man hours to the Casino - no matter what payment. GT Band is not following Whitewater Twp zoning or allocation of 2%.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ We do not support the expansion of the volunteer Fire Department facility. It is too excessive.</li> </ul>	
<ul style="list-style-type: none"> <li>▪ My father and I have lived in this area all our lives, going back over 120 years in northern Michigan. I do not like the path the township appears to be heading to restrict process. We all want to see Whitewater Township be an area we can be proud to call home. Without progress, regress takes place. Towns like Williamsburg become ghost towns. I</li> </ul>	

	also don't believe restricting the use property of taxpaying property owners is wise. Who would we attract into this township if no one could make a living?
▪	Sportsman club/shooting range, yes or no.
▪	I think we need term limits on board members because we get people like Carol Hockins that are lifers and she is not good with people, she's there just for the money! Taxes need to come down or freeze. Our homes lost value, so taxes should go down!
▪	Less concern in harassing only a few particular property owners for junk on private property. Stop trying to make a semi-quiet community into a metropolis. We moved here for the small community atmosphere. We do not need a huge fire station, nor big businesses. Big growth is not necessary; Traverse City is only 15 minutes away.
▪	While I find some topics important, i.e. fire/ambulance protection or signage, I don't believe we should be going "overboard". For instance, I believe a new fire dept. is wise, however, do not believe it has to be "state of the art" and large. As far as signage, I don't want to see hundreds of billboards and neon signs, but the business owners need to advertise in order to survive. Otherwise, we run the risk of many vacant commercial buildings lining our highway. I feel we should look to communities like Elk Rapids for direction, yet keeping our Williamsburg stamp on it.
▪	1. Commercial development: from the casino to Broomhead Rd along M-72 is where any commercial developed. The only spot it should go beyond is on old-72 from Moore Rd. to Williamsburg Rd North side. 2. Residential Development: needs to be left to supply of land-available & for sale-to meet demands of families wishing to relocate into our community. 3. Agricultural Preservation: both zoning & agricultural related issues need to be geared towards the promotion preservation and expansion of farming and related support industry, infrastructure and services.
▪	We are totally against the development of the proposed new fire station facility. We are not against building a new station but a much smaller facility would be appropriate for our small village. Any new development should be put before a vote of the residents.
▪	Lots along the lake should have a holding tank if they don't have a larger area to pump to. This township has allowed small lots to have a drainfield when there is very little room for it. Some of us on the lake have more room, but we are required to pump it across the road. Also, if an area is zoned agricultural then a business should not be allowed to operate there without having the property rezoned if the neighbors approve.
▪	Now is not the time to increase spending in any way. No new township hall or fire dept. Maintain what we have without raising taxes. We are barely existing out here. People that get their pay check and benefits from the state don't seem to realize how bad it is for the rest of us. The only thing the "I got mine and screw you" township board wants to do is increase spending and taxes while seizing control of what I do on the property I pay taxes on. P.S. I presently have no work and no money to pay my summer taxes, so how do you like me know? Robert Hale
▪	What people want here is a less restricted township with absolutely no more taxes. They do not want a fire dept. tax for the few fires we have yearly. Heavens forbid we do not need a new fire building for this small community. When do taxes stop? When you have nothing left to feed your family. Also, when county votes on absentee ballots we need at least 2 witnesses opening mail so we get the real results.
▪	I would like to see a strong master plan and zoning restriction that would help the township maintain its rural, agricultural nature. Growth and development should be encouraged in the village of Williamsburg and to a limited extent on M72. I strongly support retaining the 5 acre lot size where it is now designated.
▪	Common sense when planning for our future, encourage Ag & farm related items.

- 
- Very important to have township abide by zoning plan that follows Grand Traverse County plan. Growth and dev. need to be regulated to keep township free from unplanned, aggressive, haphazard growth that would spoil the natural beauty environment and property values.
- 
- We gladly support an upgrade to our fire station, but NOT a 3 million dollar upgrade. We would like to see a more detailed account of where the tax money gathered by the township is being spent.
- 
- Commercial, including big box stores, should be restricted to designated areas separate from residential areas. Water runoff as well as septic entering Elk Lake from any and all development should be treated to drinkable levels and monitored with strict enforcement.
- 
- Consistency of enforcement of zoning law/rules. Everyone treated same as our zoning problems are-not who you are! See no need for 9th wonder of the world! New fire dept. bld.!
- 
- 1. Unless a NEED is demonstrated for big box stores or large residential (>20 homes) our zoning should remain as it is.
    2. Lot sizes have been determined by the will of the people and should not be changed without consulting residents and carefully measuring the impact that changes would make.
    3. Home based businesses need not be encouraged but should be ALLOWED subject to township regs. on safety, noise and nuisance values.
    4. Why should we try to encourage growth & development or redevelopment of the village of Williamsburg? Are we attempting to morph into an urban area or do we value our quiet, rural, friendly surrounding?
- 
- To reinforce answers already given: Whitewater Twp. is a township of two worlds with Mm-72 the dividing line. North of 72 is devoted to farmland-orchards and field crops. These need to be maintained and hopefully be protected by farmland preservation. South of 72 is largely state forest lands and these too need to be preserved. How about conservancy? People from down state came to the lakes and quiet areas to get away from the hustle and bustle of the big cities. Definitely no over development here. NO lots less than 5 acres. The place for development is along 72 now a major corridor into Traverse City.
- 
- We moved here because we like the rural character of this area. As the Acme area continues to grow it will spill over into Whitewater. We prefer limited and managed growth- It is not the responsibility of our township government to PROMOTE growth. The only way to manage responsible growth is through continuing an effective zoning program. Maintaining the rural character will protect us from the problems that rapid growth areas have.
- 
- No Township buildings without voter approval first.
- 
- I would like to see an industrial park near M-72.  
To encourage a community and a "sense of place" Williamsburg should be allowed to grow.  
Williamsburg needs water and sewer services to become a town again.
- 
- This survey is poorly written. There are no definitions. "Small" or "large" has multiple meanings to different people. Whitewater Township needs to be left alone, the types of aggressive planning methods used in past and present has devalued people's property and lives. We need less regulation not more. Who is going to pay for these regulations? When property is devalued through regulation the Township should pay or waive regulation the Township should pay or waive regulations. Property Owner's should not pay for increased regulations. Demographics? This is Political Profiling! SHAME ON YOU.
- 
- My wife and I purchased property in Whitewater Twp. with the intent to build our family
-



	<p>home. We still plan to do so, but the current economic situation has delayed our plan. We chose this area because it is more rural, is still part of Grand Traverse County yet Elk Rapids schools. We are both from a small town and are attracted to the "small town atmosphere". Although we are outsiders now, we look forward to becoming productive members of Whitewater Township.</p>
■	<ol style="list-style-type: none"> <li>1. Williamsburg is never going to be and Elk Rapids or Suttons Bay. It's never going to have a growth boom.</li> <li>2. Be encouraging to businesses on M-72. Don't put regulations in their way. Encourage jobs. Keep small lot development confined to Williamsburg. Keep the rest of the township rural by maintaining big lot size.</li> <li>3. Forget the big plans for developing Williamsburg. We don't need a "developed" Williamsburg. That's an economic reality.</li> <li>4. Keep the taxes low-lower than they are now.</li> </ol>
■	<ol style="list-style-type: none"> <li>1. As a part-time seasonal resident I am not familiar with zoning and other regulations-poor excuse, but it's the truth.</li> <li>2. Basically I would like the area to stay more or less as it is. No strip malls or "big box" retailers. No high rise buildings such as the Traverse Resort – it's the ugliest building in 150 miles.</li> </ol>
■	<ol style="list-style-type: none"> <li>1. There doesn't need to be more regulation. As long as it doesn't effect others adversely. People should be able to use their land for what they want.</li> <li>2. Also more money should be spent on road upkeep; more roads need to be paved. There needs to be a red light at M-72 and Williamsburg Rd.!</li> </ol>
■	<p>I love it out here. It still maintains a rural character and atmosphere - that has waned on the Old Mission Peninsula (I lived from 0 - 4 1/2 on the Old Mission Peninsula and from 1/2 until 65 1/2 on the Leelanau peninsula) and there's a mix of less expensive and very expensive homes with low density, and the natural terrain still takes center stage here.</p>
■	<p>Natural gas lines available to residents.</p>
■	<p>If the twp has a surplus of funds - prior to starting any new projects - pay back the residents that are under special assessment...ie Deal Rd. Project. Lighten or leave alone home-based business. They are taxed enough and are the only businesses surviving this economy, thus, supporting our area and state. But there is a limit. This goes for taxes and zoning! We had a need for EMS/Fire assistance once many years ago at Deal/Mabel. There were volunteers and ambulance at the house in 6 min. Will a 3 million dollar firehall improve that? I agree to updating equip. Not an over the top facility.</p>
■	<ol style="list-style-type: none"> <li>1. Redevelopment of the village of Williamsburg similar to village of Alden. With shops and cafes, bakery and other commercial development. Bring in more revenue and tax dollars for the township.</li> <li>2. WE NEED TO MOVE FORWARD INTO THE 21ST CENTURY!!</li> </ol>
■	<p>We feel the questions were somewhat ambiguous and our replies may not fully represent our thoughts. What we want Whitewater Township to provide is a quiet, peaceful, wooded environment to enjoy during the spring, summer and fall months. A large amount of development is not desirable.</p>
■	<p>Increase vigilance on building codes and regulations. Do not make our township "anywhere U.S.A." just like any other place with all the same fast food chains and big box stores.</p>
■	<p>Taxes are way too high. More people would live in Whitewater Twp. if the taxes were not so high.</p>
■	<p>I don't think we should spend millions on a new fire house.</p>
■	<p>I desire to keep the township relatively "undeveloped". I love the farmstands, rural/agricultural setting. I really like new developments to be "set back" from the road.</p>

<p>I feel that "factory" homebased operations shouldn't be encouraged. Your questions 18&amp;19 were not clear on what you might infer from my answers. I don't want a lot of commercial businesses out here - I envision what it looks like down US 37 to &amp; around Chums Corners &amp; it would be a shame to pave over our land.</p>
<ul style="list-style-type: none"> <li>▪ Investigate the use of allowing home owners have two septic systems. One for toilets and one for the grey water which then can be used to water lawns, gardens</li> </ul>
<ul style="list-style-type: none"> <li>▪ Remove old unused building &amp; debris- by the owner or via the township. An example of a blighted area is Watson Rd. between M-72 (south) &amp; Mabel Rd. The town of Mabel died many decades ago, yet the skeletons remain!</li> </ul>
<ul style="list-style-type: none"> <li>▪ <ol style="list-style-type: none"> <li>1. I am not happy about the new firehouse location, cost, &amp; size of. I feel redevelopment of the existing area is more important than placing it in a more rural setting and ruining that area.</li> <li>2. I feel vacation rentals of homes is the best way to promote &amp; maintain tourism in the township with out the major impact of large scale resorts.</li> <li>3. I feel that guest houses should be allowed in Whitewater Township provided it is regulated.</li> <li>4. I also feel agriculture should be a higher priority than development and farmers should receive tax relief for the promotion of that once the land is gone, it's gone. Shore line tree removal is changing our beautiful landscape. Soon we will only be looking at a bunch of ugly houses. It should be regulated.</li> </ol> </li> </ul>
<ul style="list-style-type: none"> <li>▪ The mouth of Battle Creek on the south end of Elk Lake is now completely blocked, forcing the water back up into the swamp. This causes the swamp water to flow into the lake at a different point which causes the beautiful sandy bottom to be covered with a black disgusting moss or algae. This is ruining the once beautiful south end of Elk Lake and it is spreading each year.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Billboards are a big eyesore for sure. However, farm markets, stands and yard sale signs serve a distinct service for small businesses and residents.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Septic systems should not be brought up to current standards/only inspected at sale to make sure they are functioning correctly and safely. Non-conforming zoning needs to permit 100% rebuilding regardless of the degree of damage.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Nice looking commercial business along M-72, keep and maintain a theme such as wood siding and all signs in wood to the entrances. A mixture of ag farm markets with groc/bakery/service/restaurants curbing to parking lots, set backs of 200'</li> </ul>
<ul style="list-style-type: none"> <li>▪ Let Meijer store in, you'll get more tax money more jobs. I'm tired of going clear into TC for too many services.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Transportation needs</li> </ul>
<ul style="list-style-type: none"> <li>▪ No big box stores, keep it small, open, quiet.</li> </ul>
<ul style="list-style-type: none"> <li>▪ This survey is a good outreach document. I would like to see more outreach efforts such as this.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Better traffic regulation or control on M-72, red light at M-72 and Elk Lake Road, bigger right turn or decel lanes along M=72.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Control township costs reduce property taxes.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Is there any way to control the amount of growth as a result of the casino? I do not like all the traffic in and out.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Stay out of our lives. Get rid of zoning. Live free, How about freedom for once.</li> </ul>
<ul style="list-style-type: none"> <li>▪ If Baggs Rd is maintained by Kalkaska County, then the township should pressure them to rebuild it.</li> </ul>
<ul style="list-style-type: none"> <li>▪ I can't believe the township would actually pay money to have this survey compiled. Let's put the money somewhere else. Like someone couldn't volunteer their time to do this?</li> </ul>
<ul style="list-style-type: none"> <li>▪ Thank you for asking our opinions.</li> </ul>

- 
- Try to keep government involvement to a minimum, try to computerize all behaviors and patterns that are repetitive in nature, keep new business development along M-72 corridor.
- 
- To not raise taxes in our township now or in the future. Do not support this septic treatment plant now or in the future. Protect all property righter of home owners. Allow businesses and farmers to put signs up off premises. Signs to direct to their place of business.
- 
- 1. Traffic light needed at M-72 and Elk Lake Rd.  
2. No additional taxes  
3. Restrictive zoning protecting existing residences.
- 
- 1. Relax some signage standards "too limiting".  
2. Improve recreational facilities.  
3. Good luck dealing with the negative "regressive" minority who oppose everything.  
4. One reason we are relocating is due to the ultra conservative and negative, close mindedness, of many of the residents of the township.  
5. A new township hall with a "community center" feel and larger meeting rooms would be nice.
- 
- Help with yard waste
- 
- 1. Should have sewer system lake shoreline properties.  
2. Extend natural gas lines.
- 
- Mary Wagner died in 2004? Please take this deceased woman off your mailing list!!  
Current Owners
- 
- When will we be getting natural gas? When will they start controlling the speed on Elk Lake Rd.
- 
- We need a drop off area for trash like some other townships have.
- 
- If I had wanted to live in the city, I would have moved there 30 years ago.
- 
- 1. We want to be able to relax & enjoy our property the way we want to without other people & zoning laws hounding us to conform to what they like.  
2. Of course, it would be great to be able to have a little diner to run down to grab a grilled cheese sandwich or piece of pie, to have an ice cream parlor (not gourmet!), a small grocery store, a place for our kids to congregate, to play pool etc. But we don't want to be a trendy tourist stop filled with pricy antique & clothing shops.
- 
- 1. Township approval of drilling, disposal of any waste material, brine, gas, etc.  
2. Problems still exist with Williamsburg recycling and land adjacent to, smells/odors still exist.
- 
- 1. Large box stores like Meijer.  
2. We would like cable.  
3. We would like public water instead of a well.
- 
- 1. The number of crossings or driveways on to M-72 should be combined to intersections with turn lanes, 1/2 mile intervals for safety.  
2. No billboards or lighted signs over 4x4 anywhere in township  
3. Everyone can see what the business is without any road front signs.  
4. Encourage natural gas service lines.
- 
- My idea on how the township, Whitewater, should be developed. It has been far too long that Whitewater Township has been stagnant, i.e., nothing happening. Basically, VISIT ELK RAPIDS and use their development (layout) as a pattern to follow, as best you can.

I am going to continue on a separate sheet with my opinion as to what residents desire or "should" desire and a few personal comments regarding the current layout of the township.:



- 
1. First is my comment regarding the area north of M-72: east boundary Elk Lake Rd; west boundary is where old M-72; and north boundary is the baseball par/Hi-pray park; south boundary is M-72. Currently, this area is a real hodge podge!! The worst structure being the FIRE STATION. Relocate the fire station to Vinton Rd. and make the township hall adjacent to or part of it. Thereby, it can serve a multi purpose.
  2. Now go back to top paragraph, i.e., "first is my etc" the structures remaining are cemetery, post office, couple old (stone bldgs). Construct a reasonable bldg. to house chamber of commerce/welcome center or use one stone bldgs. YES, a chamber of commerce is necessary. Build old period style structures for gift and antique shops. Also food shops selling local produce, products, and misc. gifts. Orchards can advertise with their products. Now we have started a base point to make Williamsburg a place to stop in not just pass by (thru).
  3. Area south of M-72-just leave for residential construction and industry. I am working on plans rest of area.
- 
- 1. The primary impression of my home/township; unsightly & dangerous buildings. They're everywhere!! Along M-72-corner of Elk Lake & Park, Village of Williamsburg....
  - 2. The condition of Park Rd. is SHAMEFUL! I am not aware of any other launch site-but the facilities & park @ Whitewater Twp Park are stellar- and to be serviced by a road that's basically....unsuitable to those needs is a true disservice. The GTCRC will cost share-they do in Peninsula Twp!
- 
- Consideration for raising taxes should be based on the economic situation. My answers to these questions would be different if times were better.
- 
- What are future costs of fire station to operate & maintain? Why is a full time fire chief required? Why is this position offered with such perks?
- 
- The proposed fire hall up grade on a SMALLER scale is good. And if the Indians want it, than they should fund the operation costs also.
- 
- I was born & raised in northern MI. We own acreage off Cook Rd where we'd like to build, eventually. There is so much growth everywhere and we believe there needs to be places that remain low key, quiet, rural, etc. Growth is NOT always a good thing. Village services-fine. But we would be heartbroken to see Whitewater Township try to turn into and extension of TC.
- 
- Some questions are worded such, or have limited answers, that imply things that do not allow for a proper understanding of a residents real interest. The idea to survey is a good one, but the survey is poor and results will only be marginal. Whitewater has a defined objective to maintain a rural environment. That is what most of the residents moving & living have want.
- 
- ACME and Whitewater could save money if combined into a Cherry Country Twp. Such a township could be a destination for millions of visitors buying products visiting the casino and the music house. New commercial development along 72 could create 1000's of jobs and the tax base could finance a viable Ag development rights and designated areas could produce wind energy. Cherry Country should be a FREEDOM WORKS ZONE!!
- 
- Monies allocated for Township fire barn are in excess for a rural township. An adequate fire barn can be built for less than 3 million dollars and expected to be paid for by the residents when our taxes are already to high.
- 
- Stop all the shooting next to homes! The homes are much too close for all the constant use of fire arms! Get people to clean up the junk in their yards.
- 
- Land needs to be preserved. Public lands need to have absolutely no commercial development. Parks and Recreation should have no development not directly related to its intended use. Commercial Development needs to be minimized and restricted to Williamsburg and M-72. Residential Development needs to be slowed.
-

- 
- Aggressively advertise future mtgs. about these issues. Promote planned dev. here so people want to move and live here, keeping it vibrant. Avoid over regulating private prop. rights.
- 
- I want smart development, Whitewater Township can be beautiful. Right now it is an eye gone. Example, Casino, Porn Shop, etc. Smart Growth!
- 
- Please see that the "few" dirt roads left in the twp. get oiled down sooner - more often in summer. Thanks.
- 
- The zoning ordinance needs to be enforced. There are multitudes of zoning violations in the Township. This survey is important - it will assist the Township in planning for all residents in the Township, not only for the vocal minority. Emergency services are very important to residents. Continue planning for the future in that area. We support paying additional taxes for emergency services. Plan for a walking path at "Hi" Pray Park or explore other walking path opportunities.
- 
- Natural gas availability on Skegemog Pt. Road. City water and sewers. Try not to grow governmental/civil service payroll. Contract for services to those that are more efficient and can utilize economies of scale. And, institute a pay-for-use policy if practical. Develop a descriptive, short/concise theme or mission statement for the township based on the collective values of residents from this survey. Publicize it and stick to it. Measure future gov't actions against that theme/mission statement.
- 
- When the township sign oil and gas leases of township land where was the money used?
- 
- The house on Watson Road near 72 is a dangerous situation waiting to happen. If a child or teen from the area decides to go in there, they could be hurt badly! It should be torn down.
- 
- The issues of traffic flow and dangerous intersections along M-72 need to be addressed as a priority. This is one of the reasons that we are considering selling and relocating to a less congested area when fully retired. If the economy picks back up.
- 
- Keep decision making in the hands of the private citizen through ballot and highly publicized public meetings.
- 
- We need to look at the future and protect our rights and freedoms many American's have fought for.
- 
- Note - in a township there should not be split in half. A township should be all in one. What is this south of 72 and north of 72?
- 
- We need to encourage more residential development of high quality, (no Grawn type residential) no trailers, no double wides. High quality "Arrow" type manufactured houses ok. Subdivisions make efficient use of land and infrastructure. Smaller lot sizes make housing more affordable and help preserve farm land and woodlands. Higher population can support more commercial establishments of all kinds. Our current low population hasn't been able to keep several restaurants open. Commercial development should be required to: 1. Keep landscape green space between road and buildings. 2. Place parking lots behind buildings. 3. Severely limit "curb cuts" on "main" roads - use service roads shared by multiple businesses. 4. Make buildings architecturally attractive, not just tricked out pole buildings.
- 
- We love the quiet, farm like feeling of this town. We hope it does not become another Chums Corners - endless business, ugly area.
- 
- It doesn't matter. You will do as you please.
- 
- Forget a new fire house, add to what you already have which is
- 
- I think that the Williamsburg area should capitalize on its location by encouraging small truck farm operations, to include year round, under glass operations. The recent spike in oil prices provided a preview of how rising fuel costs will affect food distribution... Williamsburg could well maintain its rural character yet be progressive and forward
-

looking by encouraging the local production/distribution of food.
<ul style="list-style-type: none"> <li>Pls don't let Whitewater go the way of other Townships and become too crowded and ugly. Pls keep the rural atmosphere and celebrate its rural heritage. Sign boards along 72 are tacky and don't feel right for the area. The new proposed fire station is way too huge and expensive. Pls live within "your" means so the rest of us can remain and enjoy what we have worked for in Whitewater Township. Do not let Whitewater get too big!!! Do not levy more taxes we are already taxed too high!!!</li> </ul>
<ul style="list-style-type: none"> <li>Some questions are not clear as to exactly what they refer to (specifics as opposed to?)</li> </ul>
<ul style="list-style-type: none"> <li>Keep Williamsburg something like it is now.</li> </ul>
<ul style="list-style-type: none"> <li>I noticed there were no questions concerning what residents would like the Township to look like in the future. It was very shortsighted not to include a few questions of this nature. Most of the questions were concerned with how to build out the Township rather than how to preserve or maintain its present character which appeals to so many people.</li> </ul>
<ul style="list-style-type: none"> <li>Get out of the way and let development happen. The township does not own the land.</li> </ul>
<ul style="list-style-type: none"> <li>If the casino continues its ugly growth and/or if commercial business grows, we're moving. We moved here for "country feel". We want dark night skies - not lights from commercial business. No fast food.</li> </ul>
<ul style="list-style-type: none"> <li>I cannot stress too strongly my concern that shorelines/waterways be protected. The relatively recent near miss and big problem at Island Lake was a wake up call. No development might degrade lakes and waterways.</li> </ul>
<ul style="list-style-type: none"> <li>This is a rural area-leave it that way. I want to be able to have freedoms to make my property suit my lifestyle. I want to decorate my house and property as I see fit. The Twp. should be concerned with environmental issues, not if I have wood or vinyl siding. The Twp. should protect our lands from industrial (and ugly) development, not if Farmer Doe sells tomatoes in their front yard. The Twp. should advocate and work for safe roads, not what I park in my driveway. Protect our agricultural, recreational, and natural beauty and leave property owners alone.</li> </ul>
<ul style="list-style-type: none"> <li>Inspection of septic systems at point of sale. Water and sewer system.</li> </ul>
<ul style="list-style-type: none"> <li>Keep as natural as is possible quiet and safe!</li> </ul>
<ul style="list-style-type: none"> <li>The Village of Williamsburg needs to recreate itself as a recreational magnate. It needs to develop and enforce a theme, e.g. historic village (with enactments), equestrian, Indian (w/reenactments) that will draw family tourism &amp; support the quiet, low-density recreational base of the community. The popularity of the Samuels farm historic site could be blended with the historic Indian population to showcase our living history. This would accent the growing equestrian population and offer a destination recreational purpose for the Village. North and South Village could participate together of define unique themes in keeping with the larger historic Village concept. Small businesses, artisans &amp; craft stores (think handmade Indian or pioneer items) would be supportive, as well as small general stores &amp; quaint shops.</li> </ul>
<ul style="list-style-type: none"> <li>The lakes and waterways must be sustained as recreational retreats and protected from "big box" dense commercial development.</li> </ul>
<ul style="list-style-type: none"> <li>The price you are saying it will cost to build the new fire hall is crazy - way too expensive. Any why raise taxes to pay for it. We pay way too much tax now.</li> </ul>
<ul style="list-style-type: none"> <li>Do not encourage development of the area. We do NOT need another "Silver Lake" development with crowding, high traffic, and noise. I hate it over there.</li> </ul>
<ul style="list-style-type: none"> <li>We can have plans, ordinances, restrictions, etc. but they do no good if they are not enforced. These things need some consequences for violation and need to be enforced on an equitable basis. Don't want to see all the little "Farm Markets" crop up all over the place like the new one on the north side of M-72 just west of Baggs Rd. Stuff like that looks "tacky". Farm markets need to be "where the farm is". It's not the Township officials</li> </ul>

<p>fault if we are uninformed. Each of has a responsibility to keep up to date on what's going on. We need to let our elected and appointed representatives know our thoughts and vision. They are there to represent the whole township BUT not to promote their OWN agenda. They are in their position to represent the Good of All.</p>
<ul style="list-style-type: none"> <li>▪ I feel the proposed "fire hall/station" is excessive considering the size of the township.</li> </ul>
<ul style="list-style-type: none"> <li>▪ 1. Get rid of the billboards in the Township. They are an eyesore, and bring down the beauty of the township. Help businesses survive in the township by catering to their presence rather than stifling their business with moralistic zoning rules. (Sign size) 2. To help the Township grow it would be wise to have a business person who owns their own business (not a gov't employee) sitting on the board. This way you would have a more rounded viewpoint to attract businesses to the township. You need this to grow properly.</li> </ul>
<ul style="list-style-type: none"> <li>▪ LISTEN TO THE TAXPAYERS!</li> </ul>
<ul style="list-style-type: none"> <li>▪ 1. Pls revisit your positions on the proposed public safety bldg. We may need to improve on what currently exists but to the extent proposed-NO WAY - it reminds me of the Septic Treatment Plan "Folly". The township board in general has appeared to be doing a reasonably thoughtful and prudent job-why seemingly are they going off the deep end on this project. I am not an activist but size, cost, etc., are not proportionate to needs and reasonable funding. It is possible the board's thinking is being clouded by a large customer west of Williamsburg? 2. Board-pls. keep in touch with Township residents - keep residents informed-respect and listen to opinions of others before making any all decisions. Thanks.</li> </ul>
<ul style="list-style-type: none"> <li>▪ We don't need a fire chief to be such a highly paid individual, and he doesn't need the tax payers to buy him a vehicle that he uses for personal use. Zoning administrator shouldn't make such a high salary and only work part time.</li> </ul>
<ul style="list-style-type: none"> <li>▪ You are driving our kids away from here. There is no allowable place for them to set up business and stay.</li> </ul>
<ul style="list-style-type: none"> <li>▪ THE PEOPLE SHOULD HAVE HAD A SAY IN THE FIRE DEPT. BUILDING PROJECT. BUILDING WAY TOO BIG. LET THE CASINO PAY FOR IT. VOTE TO CHANGE THAT LAW. VOTE ON THAT!</li> </ul>
<ul style="list-style-type: none"> <li>▪ Township government should concentrate on things that pertain to Health, Safety, and general welfare of its residents as a whole, they are not a City or State that is looking to promote or advertise this community. For over 150 years the people have made it a desirable area to live, not the government.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Let's quite letting the Indians rule the Township and develop our downtown area. The outrageously priced and fluffed up fire station should be downsized. A select few should quit trying to control the entire township with rules and regulations that are trivial.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Transparency from the Supervisor and Board Members. Regulation of Indian's influence regarding proposed fire station Legal requirements of the township to Casino properties, in matters of fire and health</li> </ul>
<ul style="list-style-type: none"> <li>▪ 1. This survey is vague and somewhat repetitive. It should include more detail of Township plans or thinking for people to express opinions of agreement or disagreement of what their current plans may be. For instance, the survey does not ask if a new fire dpt. should be constructed now or 10-20 years from now when it is apparent their intentions are to build it now, it only asks if it may be necessary in 10-20 years. With current economic conditions and the necessity lacking for this project it is very apparent that it is not the time to do this. My opinion of commercial advertising is much different than what is accepted. It seems billboards are more prevalent and larger than what a business can display. Billboards are larger and more vibrant which make it much easier to view where signage in front of businesses is smaller and more natural. This may not be fair to a business in Whitewater Twp.</li> </ul>

2. I think this type of survey should be more in detail and have space for opinion for every article within it.
<ul style="list-style-type: none"> <li>▪ Zoning is necessary evil in township gov. Without control the negative outcome can infringe on the enjoyable use of neighboring properties. Without some architectural control the township could end up with short lived properties which can become blight. See photo. (survey is number flagged for picture) I realize our board is controlled by the Whitewater watch which espouses a laze faire approach to zoning, but we only need to look as far as our board members. Odor and runoff problems to realize controls are needed. These controls need to be at the local level to allow for quicker response.</li> </ul>
<ul style="list-style-type: none"> <li>▪ The township should encourage and promote greater use of traffic regulation and controls such as move right and left turn lanes on M72 and traffic lights at main intersections, i.e., Elk Lake Rd and other "feeder" intersections for any commercial or residential development along M72.</li> </ul>
<ul style="list-style-type: none"> <li>▪ I wanted to know why in this survey there was nothing mentioned about a new fire station. This is supposed to be about the Township and the people. Most of the people living here know nothing about the cost or size of the fire station. Is there a need for a new bigger station?</li> </ul>
<ul style="list-style-type: none"> <li>▪ I moved to Williamsburg because of the way it is now. Any major development or change would cause me to move away. People are hurting - now is not the time to be talking about long term development plans.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Growing Whitewater bigger is not necessarily better. We chose to live in a quite, rural community for its quality of life. This is a unique area of rolling hills, forests, lakes and ponds. The numerous amenities that are mentioned in the survey are all available in Traverse City. Why would a small township duplicate these services? Why do elected officials think we need to compete with other areas? Perhaps they should move to the city.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Pave Park Rd! Need a longer dock at Whitewater launch, and kept clear of debris (sticks and stones), load restriction on special assessment taxed paved roads! What about the kids? They've no place to gather, other than school, what about a youth center with clubs, teams and lots of interaction for their future, preparation is the key for their success. They need activities in group form.</li> </ul>
<ul style="list-style-type: none"> <li>▪ No to fire hall. Yes to common water and sewage to develop north side downtown to create a small downtown. Focus on taking advantage of area funds. Like effort in Elk Rapids. Encourage local business discourage corp.</li> </ul>
<ul style="list-style-type: none"> <li>▪ We do not need a new firestation truck we pay for - do not increase our taxes to fund these items.</li> </ul>
<ul style="list-style-type: none"> <li>▪ I want to emphasize: Importance of maintaining - really taking back - the night sky. Any development along M-72 should look pretty - ie. a commercial area on a side road - not right on 72 - Also natural or tree buffers.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Trustees to be responsible to us the township. They work for us and not themselves. If you have your own agendas...then move on to other political offices.</li> </ul>
<ul style="list-style-type: none"> <li>▪ No box stores, strip malls or malls allowed.</li> </ul>
<ul style="list-style-type: none"> <li>▪ I am most interested in our township maintaining the characteristics that northern Michigan/Traverse City - is famous for. Beautiful Woodland Lakes, Natural Resources. I would very much like to see Williamsburg Village both north and south be improved with small business, and possible the M-72 corridor develop some small industrial.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Countyline Road - Baggs in both Kalkaska and Grand Traverse counties, which means each is passing responsibility to the other county and no one will fix the potholes (tirepopping) and repave or plow it. No one will maintain the road even though there is a very busy public landing located down there. PLEASE FIX THE ROAD!!!! Maybe counties</li> </ul>

---

should pay for tire and front end work.
<ul style="list-style-type: none"> <li>▪ Road repair or construction. There should be a paved shoulder for bike tours and public walking. This is especially important along Elk Lake Rd. Township should enforce current zoning laws before creating new ones. Village N. of M72 is a good example, of trash and garbage piling up like a junk yard. Cell tower dollars should offset property taxes or be set aside for fire station construction. The Township had no business constructing the eye sores without notifying residents especially those within the Village.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Enforce trash regulations!</li> </ul>
<ul style="list-style-type: none"> <li>▪ 1. The Township should work very close with the casino (who is not regulated) and try to create a "community look" that follows their lead. We will become a major tourist area. 2. Let's join them with some coordinated natural beauty and classy construction. The Township should work with Acme Township and extend the concept of being The Gateway to Traverse City! Let beauty and class show the tourist the way to beautiful T.C. P.S. I am a native!</li> </ul>

---

This page intentionally left blank.



## Chapter 5 – Survey Instrument



### Whitewater Township 2009 Community Input Survey

*A Few Minutes of Your Time Will Help Make Whitewater Township  
An Even Better Place to Live!*

---

Dear Whitewater Township Resident/Property Owner:

***Your response to the enclosed survey is extremely important...***

Whitewater Township is conducting a Community Input Survey to assist with the update of the Township's Master Plan. This survey has been sent to every property owner in the Township in order to fully understand your needs and vision for the future of the Township.

***We appreciate your time...***

We realize that this survey takes some time to complete, but each question is important. The time you invest in completing this survey will aid Whitewater Township in taking a resident-driven approach to making decisions that will enrich the future of our community and positively affect the lives of its residents.

***Please complete and return your survey by Friday, October 16, 2009...***

We have selected McKenna Associates, an independent consulting company, as our partner to administer this survey. They will compile the data received and present the results to Whitewater Township. Your responses will remain confidential. Please return the completed survey in the enclosed postage-paid envelope.

Should you have any questions, please feel free to contact Leslie Meyers, Planning/Zoning Administrator, at 267-5141, ext. 21 or [wwtzoning@charterinternet.com](mailto:wwtzoning@charterinternet.com). We truly value your opinion and thank you in advance for your assistance and cooperation. Now is not the time to be the silent majority!

---

1. From the list below, please indicate which **THREE** of the following would you use to describe the Township **TODAY?** (Check up to **THREE**)

- |   |                                      |                                       |                                       |
|---|--------------------------------------|---------------------------------------|---------------------------------------|
| <input type="checkbox"/> Congested                | <input type="checkbox"/> Low Density | <input type="checkbox"/> Recreational | <input type="checkbox"/> Suburban     |
| <input type="checkbox"/> Gateway to Traverse City | <input type="checkbox"/> Forested    | <input type="checkbox"/> Resort       | <input type="checkbox"/> Urban        |
| <input type="checkbox"/> Agricultural             | <input type="checkbox"/> Progressive | <input type="checkbox"/> Rural        | <input type="checkbox"/> Un-regulated |
| <input type="checkbox"/> High Density             | <input type="checkbox"/> Quiet       | <input type="checkbox"/> Safe         | <input type="checkbox"/> Regulated    |



2. From the list below, please indicate which ***THREE*** of the following would you like to be able to use to describe the Township in ***10 to 20 YEARS?*** (Check up to ***THREE***)

- |   |                                      |                                       |                                       |
|---|--------------------------------------|---------------------------------------|---------------------------------------|
| <input type="checkbox"/> Congested                | <input type="checkbox"/> Low Density | <input type="checkbox"/> Recreational | <input type="checkbox"/> Suburban     |
| <input type="checkbox"/> Gateway to Traverse City | <input type="checkbox"/> Forested    | <input type="checkbox"/> Resort       | <input type="checkbox"/> Urban        |
| <input type="checkbox"/> Agricultural             | <input type="checkbox"/> Progressive | <input type="checkbox"/> Rural        | <input type="checkbox"/> Un-regulated |
| <input type="checkbox"/> High Density             | <input type="checkbox"/> Quiet       | <input type="checkbox"/> Safe         | <input type="checkbox"/> Regulated    |

3. How would you rate your satisfaction with the following Township services?  
(Check one box on each line below)

	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied
Fire protection					
Police services					
Emergency medical services					
Road maintenance and repair					
Availability of Township information					
Recreation facilities					
Zoning ordinance enforcement					
Building inspections					
Township Planning Commission					
Township Board					
Recycling center					
Community events					
Township website					
Park facilities					
Access to Township leaders/officials					

4. **TWO-PART QUESTION:** How important is it for the Township to develop or improve the following over the next 10 to 20 years? And, do you support paying additional funds for this?  
(Check one box on each line below)

	Very Important	Somewhat Important	Slightly Important	Not Important	Do you support paying additional funds for this?	
					YES	NO
The Village of Williamsburg						
Shoreline and waterway protection						
Community center						
Fire protection						
Emergency medical services						
Zoning regulations						
New Township hall						
Web/televised Township meetings						
Walking/bike paths						
Farmland/open space preservation						
Availability of public water						
Recreation facilities						
Community events/festivals						
Library						
Senior services						
Park facilities						

### TOWNSHIP GROWTH AND DEVELOPMENT

5. Please select the statement below that most closely matches your views on growth and development in the Township. I would prefer the Township to –

(Check ONE)

- |  |  |
|--|--|
| <input type="checkbox"/> Actively seek growth and development            | <input type="checkbox"/> Discourage growth and development |
| <input type="checkbox"/> Maintain current rate of growth and development | <input type="checkbox"/> No opinion                        |
| <input type="checkbox"/> Plan for growth and development                 |  |

6. What kind of growth and development opportunities should the Township seek?

(Check up to THREE)

- |  |  |
|--|--|
| <input type="checkbox"/> Residential   | <input type="checkbox"/> Industrial  |
| <input type="checkbox"/> Small-scale commercial (i.e. flower shop, bakery)                     | <input type="checkbox"/> Big box commercial (i.e. general merchandise store) |
| <input type="checkbox"/> Office  | <input type="checkbox"/> Entertainment (i.e. movie theater)                  |
| <input type="checkbox"/> Service commercial (i.e. dry cleaners, groceries)                     | <input type="checkbox"/> No growth and development                           |
| <input type="checkbox"/> Agricultural tourism (i.e. farm stands, U-pick, Christmas tree sales) | <input type="checkbox"/> No opinion  |

### VILLAGE OF WILLIAMSBURG

The Township contains two settlement areas that are separated by M-72. The area south of M-72 is the earlier settlement area of Williamsburg and the present location of the Whitewater Township Hall. The settlement area north of M-72 is the historic railroad village and the present location of the Post Office. ***The following questions consider the two separate settlement areas as one and refer to them as the Village of Williamsburg.***

7. Should the Village of Williamsburg be redeveloped? (Check ONE)

- ☐ Yes      ☐ No      ☐ No Opinion

8. What types of uses should be encouraged in Village of Williamsburg? (Check up to THREE)

- |  |  |
|--|--|
| <input type="checkbox"/> Single family residential                         | <input type="checkbox"/> Mixed uses (commercial & residential in the same bldg.) |
| <input type="checkbox"/> Small-scale commercial (i.e. flower shop, bakery) | <input type="checkbox"/> Multiple family residential                             |
| <input type="checkbox"/> Restaurants/cafes                                 | <input type="checkbox"/> Offices   |
| <input type="checkbox"/> Service commercial (i.e. dry cleaners, groceries) | <input type="checkbox"/> Public gathering/community spaces                       |
| <input type="checkbox"/> Civic buildings                                   | <input type="checkbox"/> No opinion  |

## HOUSING

9. For each type of housing listed below, please indicate how much of each type you feel the Township needs in the next 10 to 20 years? *(Check one box on each line below)*

	More	Same	Less	None	No Opinion
Single family homes on acreage					
Seasonal homes					
Townhouses/condominiums					
Affordable single family homes					
Clustered housing					
Multiple family housing					
Single family homes on small lots					
Apartments					
Senior housing					
Duplexes					
"Mother-in-law" apartments					
Manufactured housing					
Short term rental					
Guest houses					

10. Please indicate where new single family residential development should be located in the Township. *(Check all that apply)*

- |  |  |
|--|--|
| <input type="checkbox"/> Anywhere                              | <input type="checkbox"/> On acreage                        |
| <input type="checkbox"/> South of M-72                         | <input type="checkbox"/> Scattered throughout the Township |
| <input type="checkbox"/> Areas of existing single family homes | <input type="checkbox"/> On small lots                     |
| <input type="checkbox"/> Along shorelines and waterways        | <input type="checkbox"/> Village of Williamsburg           |
| <input type="checkbox"/> North of M-72                         | <input type="checkbox"/> No where in the Township          |
| <input type="checkbox"/> Agricultural areas                    | <input type="checkbox"/> No opinion                        |

## COMMERCIAL AND OFFICE USES

11. What types of commercial and office uses would you like to see in the Township?  
*(Check all that apply)*

- |  |  |
|--|--|
| <input type="checkbox"/> Sit-down restaurant                               | <input type="checkbox"/> Entertainment (i.e. movie theater)                  |
| <input type="checkbox"/> Service commercial (i.e. dry cleaners, groceries) | <input type="checkbox"/> Small-scale commercial (i.e. flower shop, bakery)   |
| <input type="checkbox"/> Professional offices (i.e. lawyer, architect)     | <input type="checkbox"/> Bank/ATM  |
| <input type="checkbox"/> Bar/tavern  | <input type="checkbox"/> Fast food/drive-thru                                |
| <input type="checkbox"/> Café/coffee shop                                  | <input type="checkbox"/> Big box commercial (i.e. general merchandise store) |
| <input type="checkbox"/> Medical offices (i.e. dentist, doctor)            | <input type="checkbox"/> None  |
| <input type="checkbox"/> Other _____                                       |  |

12. The current commercial district in the Township is located along M-72 between Turtle Creek Casino and Broomhead Road. Please indicate where new commercial development should be located in the Township. (Check all that apply)

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Anywhere                | <input type="checkbox"/> Along shorelines and waterways | <input type="checkbox"/> On vacant land |
| <input type="checkbox"/> Along M-72              | <input type="checkbox"/> Along major roads              | <input type="checkbox"/> North of M-72  |
| <input type="checkbox"/> Village of Williamsburg | <input type="checkbox"/> South of M-72                  | <input type="checkbox"/> No opinion     |
| <input type="checkbox"/> In the same location    | <input type="checkbox"/> No where in the Township       |   |

13. Should the Township promote agricultural-based tourism (i.e. farm stands, U-pick, Christmas tree sales)? (Check ONE)

- ☐ Yes      ☐ No      ☐ No Opinion

### M-72 HIGHWAY

14. What type of development would you like to see along M-72? (Check all that apply)

- |  |  |
|--|--|
| <input type="checkbox"/> Residential   | <input type="checkbox"/> Recreational  |
| <input type="checkbox"/> Service commercial (i.e. dry cleaners, groceries)                     | <input type="checkbox"/> Big box commercial (i.e. general merchandise store) |
| <input type="checkbox"/> Industrial  | <input type="checkbox"/> Billboards  |
| <input type="checkbox"/> Clustered commercial with open spaces                                 | <input type="checkbox"/> None  |
| <input type="checkbox"/> Agricultural tourism (i.e. farm stands, U-pick, Christmas tree sales) |  |

15. What do you want the appearance of the commercial area of the M-72 highway to be? (Check all that apply)

- |   |   |
|---|---|
| <input type="checkbox"/> Natural open space       | <input type="checkbox"/> Businesses built to the road |
| <input type="checkbox"/> Strip center development | <input type="checkbox"/> Recreational                 |
| <input type="checkbox"/> Agricultural             | <input type="checkbox"/> The same as it is today      |

### ZONING

16. Should accessory buildings (i.e. pole barns, detached garages) be allowed on a lot without a home or cottage? (Check ONE)

- ☐ Yes      ☐ No      ☐ No Opinion

17. Should residential accessory buildings be limited in size? (Check ONE)

- ☐ Yes      ☐ No      ☐ No Opinion

18. Should home-based businesses be encouraged in the Township? (Check ONE)

- ☐ Yes      ☐ No      ☐ No Opinion

**19. Should any of the following zoning issues be a priority for the Township?***(Check one box on each line below)*

	Yes	No	No Opinion
Wind turbines			
Junk/trash			
Farm markets			
“Mother-in-law” apartments			
Noise regulations			
Signs			
Lighting standards/night skies			
Large lot residential zoning			
Guest houses			
Odors			
Short term vacation rentals			
Outdoor wood burners			

**20. The majority of the area south of M-72, which includes the state forests, is zoned a minimum required lot size of 5 acres. Should the 5 acre minimum required lot size of the non-state forest lands be –***(Check ONE)*

☐ Decreased    
 ☐ Increased    
 ☐ Maintained    
 ☐ No Opinion

**21. Should new smaller lots be allowed in the following areas? *(Check all that apply)***

☐ In the Village of Williamsburg     ☐ In agricultural areas  
☐ Along the lake shorelines     ☐ In subdivisions  
☐ Along other waterways     ☐ No place in the Township  
☐ Scattered throughout the Township     ☐ No opinion

**WATER QUALITY****22. Should there be more stringent septic system regulations for property owners along the shorelines and waterways than in other areas of the Township? *(Check ONE)***

☐ Yes    
 ☐ No    
 ☐ No Opinion

- 23. What else would you want the Township to know that has not been asked on this survey?**  
Your answer to this question is very important to understanding what residents of Whitewater Township desire.

**Answer Here:**

## DEMOGRAPHICS

The answers to the following questions will be kept strictly confidential and used for statistical comparison only.

**Do you live in Whitewater Township? Also, please indicate the number of years you have lived or owned property in the Township.**

- |  |                      |
|--|----------------------|
| <input type="checkbox"/> Yes, I am a <b>full-time</b> resident                     | Number of years_____ |
| <input type="checkbox"/> Yes, I am a <b>seasonal</b> resident                      | Number of years_____ |
| <input type="checkbox"/> No, I <b>own property</b> but do not live in the Township | Number of years_____ |

**Are you registered to vote in Whitewater Township?**

- ☐ Yes      ☐ No

**Do you live north or south of M-72?**

- ☐ North      ☐ South

**What best describes where your primary home or property is located in Whitewater Township?**  
(Check all that apply)

- ☐ Shoreline
- ☐ Rural setting
- ☐ Village
- ☐ Along M-72
- ☐ Farm/agricultural
- ☐ Forest/wooded
- ☐ Subdivision
- ☐ Unsure

**What size of property do you live on or own (if not a resident) in Whitewater Township?**

- ☐ Less than 1 acre
- ☐ 1 to 5 acres
- ☐ 6 to 20 acres
- ☐ 21 acre or more acres
- ☐ Unsure

Which of the following best describes your annual household income?

- ☐ Less than \$15,000
- ☐ \$15,000 – \$34,999
- ☐ \$35,000 – \$49,999
- ☐ \$50,000 – \$74,999
- ☐ \$75,000 – \$99,999
- ☐ \$100,000 or more

Counting yourself, how many people in your household are:

Under age 5 \_\_\_\_\_

Ages 5 – 9 \_\_\_\_\_

Ages 10 – 14 \_\_\_\_\_

Ages 15 – 19 \_\_\_\_\_

Ages 20 – 24 \_\_\_\_\_

Ages 25 – 34 \_\_\_\_\_

Ages 35 – 44 \_\_\_\_\_

Ages 45 – 54 \_\_\_\_\_

Ages 55 – 64 \_\_\_\_\_

Ages 65 – 74 \_\_\_\_\_

Ages 75+ \_\_\_\_\_

What is your age?

- ☐ Under 18
- ☐ 18 – 25
- ☐ 26 – 34
- ☐ 35 – 44
- ☐ 45 – 54
- ☐ 55 – 64
- ☐ 65 – 74
- ☐ 75 and over

What is your gender?

- ☐ Male      ☐ Female

Thank you for your time and participation in the 2009 Community Input Survey. Please put the completed survey in the postage-paid return envelope and mail by October 9, 2009.

Please check the Whitewater Township website, [www.whitewatertownship.org](http://www.whitewatertownship.org), in early November for the results of the survey.



This page intentionally left blank.

# Acknowledgments



235 East Main Street, Suite 105  
Northville, Michigan 48167  
Telephone: (248) 596-0920  
Facsimile: (248) 596-0930  
[www.mcka.com](http://www.mcka.com)

Phillip C. McKenna, PCP, AICP ..... President  
Sara J. Hodges, AICP ..... Strategic Planner/Public Participation Specialist  
Heather L. McPhail..... Project Manager  
Andrew Robertson..... Graphic Support and Cover Design  
Kacy Smith..... Administrative Support



## WWT PLANNING COMMISSION MEMO:

Feb 20, 2023

Attached is the latest version of a PC Master Plan WORD document that we discussed in our January and February PC meetings. It was agreed that we needed a master document that captures the major tasks and projects that our group is responsible to manage and deliver. It is imperative that we have a master document that we can go to for information relevant to all the work performed by our group.

The attached document is a fairly simple summary of initial projects and tasks that we have discussed in 2023.

I am sure this does not include everything currently in our backlog, but I do ask your support to continue to discuss, add, delete, or revise the items we need to track. This is one of numerous tools that we hope will allow us to improve our ability to manage and report accurate information and status.

This document is purely a window into our workload. It reflects the project or tasks we support, identifies it's priority within our queue, who is the leader or co-leader, co Start and End estimates.

My pledge, with Chair Steelman's support, is to create tools and processes that our PC can use to effectively manage our individual and collective work. The tools will help, but we will also need to keep it simple and continue to meet the state reporting requirements, and the needs of our community.

This will certainly challenge all of us to create an improved tracking and communication environment, however, as the Planning Commission, it is essential that we deliver our products and services to our community with professional standards and reliable information.

I do expect we will be spending the rest of 2023 creating tools that make us more efficient and productive commissioners. If we get off track, each of us has an equal voice in how to improve our work environment. Speak up, contribute suggestions, and give all of this a chance to work.

I am always open to critique, compliments, and new ideas, and I have great respect for anyone who has volunteered their time to work as a member of our Planning Commission. We are not here for the money!

Best Regards

Rod Rebant

# WHITEWATER TOWNSHIP PLANNING COMMISSION PROGRAM & PROJECT PLAN

## #1 UPDATE WHITEWATER TOWNSHIP MASTER PLAN (MP)

ACTION PLANNED	PRIORITY	LEADER/CO-LEADER	START	END
Secure Board Authorization to Resource MP Update	1	Popp	2022	2022
Notify Local Townships that WWT MP Update Underway		Popp	2022	2022
Secure Consultant to Direct PC actions required to produce MP		Popp	2022	2022
Identify beginning Phase of Community Involvement		Mielnik	2022	
Resident Outreach Committee		Mielnik/Steelman /Rebant	01/04/23	03/15/23
Discovery Phase-Past/Present/Trends		Mielnik	2023	
Community Engagement – Survey Results 2009/New Survey/Define Planning Issues/Conduct Planning Workshops/Identify Areas of Consensus		Mielnik	2023	
Visioning		Mielnik	2023	
Draft Plan		Mielnik	2023/2024	
Final Plan		Mielnik	2024	

# WHITEWATER TOWNSHIP PLANNING COMMISSION PROGRAM & PROJECT PLAN

## #2 ORDINANCE PLANNING & PROJECT REVIEWS

ACTION PLANNED	ORD #	PRIORITY	LEADER/CO-LEADER	START	END
ZO Word Project	N/A	Medium	Popp	2022	ASAP
ZO Amendment to Article 25 Site Plan and SUP	N/A	High	Popp/Township Board	1/1/23	ASAP
Article 28 Update		High	Steelman/PC	2022	
Freeze General Ordinance Updates – Process High Priority Ordinance Development	N/A	High	Steelman/PC		
High Point Golf Course Project Review			Owner/ZA/PC/Board	2022	
Baggs Road Condo Project Review			Owner/ZA/PC/Board	2022	
Restart Ordinance Updates			PC/Board	2023	

# WHITEWATER TOWNSHIP PLANNING COMMISSION PROGRAM & PROJECT PLAN

## #3 PLANNING COMMISSION TEAM DEVELOPMENT

ACTION PLANNED	PRIORITY	LEADER/CO-LEADER	START	END
Binders to all Members	1	Steelman/Popp	1/04/2023	3/XX/23
New Member Program	1	Individual Responsibility		
Team Focused (Facilitation)	1	Rebant/Steelman	5/01/23	
Building Team Workflow	1	Steelman/Rebant	6/01/23	
Communications	1	Steelman/Rebant	6/01/23	
--Internal				
--Board				
--Other Departments				
--Public				

# WHITEWATER TOWNSHIP PLANNING COMMISSION PROGRAM & PROJECT PLAN

## #4 TOOLS & MEASURES

ACTION PLANNED	PRIORITY	LEADER/CO-LEADER	START	END
Assessment of Current PC Capabilities	1	Steelman/Rebant	01/04/23	04/01/23
Create and Implement a Master Project Plan	1	Rebant/Steelman	01/04/23	04/01/23
Create a Dashboard for PC	3			
Establish Benchmark Data for Annual Reporting	3			
Semi-Annual Review of Progress	3			
Create Workflows for PC Actions	2			
SOP's	2			
Project Tracking/Data Repository	2			



# WHITEWATER TOWNSHIP PLANNING COMMISSION PROGRAM & PROJECT PLAN

## #5 ANNUAL REPORTING

ACTION PLANNED	PRIORITY	LEADER/CO-LEADER	START	END
PC Annual Report				
PC Annual Budget Request				
Survey Results				

**To: Whitewater Township Planning Commission**

**From: Keith DeYoung, Planning Commission Member**

**Date: February 2023**

**Subject: Standard Operating Procedures (SOP)**

I have attached a Draft SOP-201 on the Master Plan. Heidi will answer any questions you might have on this first Draft. I will be back next month for any other questions regarding the SOPs. I will be glad to continue writing the SOPs if the Commission so desires. Below is Answers to questions you might have on this subject.

### **What is a Standard Operating Procedure Manual (SOP)?**

An SOP manual brings together all the individual SOPs and makes sure they are consistent. It eliminates contradictory procedures and ensures that all SOPs comply with laws, regulations, and industry best practices.

When standard operating procedures are compiled into an SOP manual, it gives a broader picture of how things should run for the organization to meet its goals, provide quality service, and operate efficiently. It creates consistency in practices across the organization and improves productivity.

### **Steps in creating an SOP.**

Standard operating procedures are so much more than a list of rules. It's important to highlight the "why" as well as the "how" behind each procedure.

This means starting with the end result in mind. As you gather a team to brainstorm, think through the problems you need to solve.

What is the best way to address those issues? Does the method align with your organization's core values? How does each SOP tie into your broader goals and mission?

While you may not include a detailed description of this in every SOP, regularly communicating the reason behind the rule can help employees see why procedures matter.

Plus, it can help them make good decisions in tricky situations where it's hard to determine how to apply the rules.

## **Select a common SOP format.**

Don't let inconsistencies in formatting or design detract from the content of your SOP manual. Each SOP within the manual should follow the same format. You will need to choose a layout that works best for your organization.

Typical SOP sections include:

Document header – with the title, date, author, document ID, approved by, department, company logo, and so on.

Purpose – a broad overview of why the SOP exists and what it aims to accomplish.

Scope – who is supposed to follow the SOP and what it covers.

Definitions – clarifying any abbreviations or uncommon terms or phrases.

Policy/Procedure – the main part of the SOP, spelling out expectations, guidelines, and steps to follow.

Responsibilities – who is responsible for each task.

References/Related Documents – standards, laws, regulations related to the task outlined in the SOP. Or other related SOPs.

Process Map – for complex processes, it may be helpful to diagram workflows.

## **Identify current subject-matter experts.**

One person can't create a comprehensive SOP manual alone. Seek advice and input from people from different departments and various levels of the organization.

Figure out who knows the current process the best, and talk to the employees who will follow the SOP as well as the supervisors who will enforce it.

This will give you a broader perspective and help you identify where processes are working well and where they can be improved.

For some policies, especially those in high-liability areas, you may also want to seek out external experts or consult with your legal department.

Keith DeYoung

## **SOP-201**

### **Standard Operating Procedure Whitewater Township Planning Commission**

**Title:** SOP-201 Master plan; adoption, amendment, and implementation by local government; purpose

**Authority:** MICHIGAN PLANNING ENABLING ACT Act 33 of 2008 Site 125.3807

**Prepared for:** Whitewater Township Planning Commission

**Issue Date:**

**Revision Date:**

**Prepared by:** Keith DeYoung

**Approved by:**

**Purpose:** Adopt, amend, and implement a master plan.

**Scope:** Whitewater Township Planning Commission Members

**Policy/Procedure:**

Master plan is to guide and accomplish, in the planning jurisdiction and its environs, development that satisfies all of the following criteria:

- A. Is coordinated, adjusted, harmonious, efficient, and economical.
- B. Consider the character of the planning jurisdiction and its suitability for particular uses, judged in terms of such factors as trends in land and population development.
- C. Will, in accordance with present and future needs, best promote public health, safety, morals, order, convenience, prosperity, and general welfare.
- D. Includes, among other things, promotion of or adequate provision for 1 or more of the following:

## SOP-201

1. A system of transportation to lessen congestion on streets and provide for safe and efficient movement of people and goods by motor vehicles, bicycles, pedestrians, and other legal users.
  2. Safety from fire and other dangers.
  3. Light and air.
  4. Healthful and convenient distribution of population.
  5. Good civic design and arrangement and wise and efficient expenditure of public funds.
  6. Public utilities such as sewage disposal and water supply and other public improvements.
  7. Recreation.
  8. The use of resources in accordance with their character and adaptability
- E. The Planning Commission should review the Master Plan annually to ensure that staff, elected and appointed officials have an understanding of the planning documents.
1. Review prior year's rezonings and development decisions. Discuss any trends that need to be addressed.
  2. Identify any potential plan amendments to work on for the upcoming year that can be prepared and adopted then incorporated at a later date when the master plan is updated.
    - a. This could include
      - 1) Subarea plans.
      - 2) studies prepared that need to be incorporated in the plan.
      - 3) Planning topics that need to be added or refreshed such as complete streets or placemaking.
  3. Identify any zoning ordinance updates to undertake in the coming year.
  4. Review the update checklist attached to decide whether the plan needs to be "opened up" and officially updated.
- F. The review should be documented as part of the annual report that is required by the MPEA Section 125.3819 so that once the five year

## SOP-201

period is over, the interim years activities can be summarized when deciding whether the plan needs to be amended. This annual report should be presented to the Township Board and include the following.

1. Membership
  2. Number of planning commission meetings
  3. Master plan implementation
  4. Zoning ordinance map and text amendments
  5. Major development reviews (including a brief description, whether it was approved and date of action)
- G. The Planning Commission should encourage and support an annual joint meeting of the Township Board and Planning Commission to summarize the year's accomplishments and set priorities for the next year.
1. Refresh officials on what a master plan is and what the adopted plan entails.
  2. Recap development, projects and progress made in the previous year.
  3. Summarize actions that were completed in the past year and the upcoming year's action priorities.
- H. Master Plan review notifications per MICHIGAN PLANNING ENABLING ACT, Act 33 of 2008 125.3839.
1. Before preparing a master plan, a planning commission shall send to all of the following, by first-class mail or personal delivery, a notice explaining that the planning commission intends to prepare a master plan and requesting the recipient's cooperation and comment:
    - a. Each municipality located within or contiguous to the local unit of government.
    - b. Each public utility company, railroad company, and public transportation agency owning or operating a public utility, railroad, or public transportation system within the local unit of government, and any government entity that

## SOP-201

registers its name and mailing address for this purpose with the planning commission.

**Responsibilities:** Each year the Commission Chair shall assign tasks with Commission approval.

### References/Related Documents:

#### A. Sources for Information and help with the Master Plan Reviews.

1. Michigan Planning Enabling Act, Act 33 of 2008
  - a. <http://www.legislature.mi.gov/documents/mcl/pdf/mcl-Act-33-of-2008.pdf>
2. MSU Extension Service Check List # 1H: The Five-Year Plan Review
  - a. [https://www.canr.msu.edu/planning/uploads/files/cklist1h\\_fiveyearplanreview.pdf](https://www.canr.msu.edu/planning/uploads/files/cklist1h_fiveyearplanreview.pdf)
3. Handbook for General Law Village Officials, Section 2: Roles and Responsibilities, Chapter 9: Planning and Zoning
  - a. [https://www.mml.org/pdf/resources/publications/ebooks/GLV\\_Hamdbook\\_by\\_chapter/CH%209%20Planning%20and%20Zoning.pdf](https://www.mml.org/pdf/resources/publications/ebooks/GLV_Hamdbook_by_chapter/CH%209%20Planning%20and%20Zoning.pdf)
4. Master Plan Update Guide, Redevelopment Ready Communities Tool.
  - a. <https://www.miplace.org/4a7334/globalassets/documents/rc/rrc-guide-master-plan.pdf>

## SOP-201

### Update Review Table, Master Plan

Annual	5-Year	CRITERIA	Yes	No	Comments
✓	✓	Have development patterns changed significantly since the plan was written and adopted?			
✓	✓	Does the adopted zoning ordinance align with the goals of the plan?			
✓	✓	Have there been any major changes, such as utility lines, major improvements, large development approvals, etc?			
✓	✓	Have there been instances when the planning commission or elected body has departed from the plan?			
✓	✓	Are the goals and priorities of the plan in sync with the goals and priorities of appointed and elected officials?			
✓	✓	Does the plan address the location and types of land uses frequently requested?			
✓	✓	Have there been other studies completed that change the relevance of the plan?			



## SOP-201

	✓	Have community goals or vision changed since the plan was written?			
	✓	Are recent best practices integrated? (i.e. Complete Streets, Placemaking, Sustainability, Missing Middle Housing, Local Food)			
	✓	Is the background data relevant and reference the most recent decennial census data and up-to-date local data?			
	✓	Is it user-friendly with clear organization and graphics?			
	✓	Does it reference goals and objectives for a downtown area?			
	✓	Is there an implementation plan including a CIP plan?			
	✓	Are a zoning plan and zoning objectives included?			
	✓	Is a redevelopment strategy provided?			
	✓	Are priority sites for redevelopment and a strategy for implementation included?			
	✓	Have there been changes along the community borders?			
	✓	Is there upcoming major (re) development (corridor, transportation,			

## SOP-201

		university/hospital, utility, vacated sites, or industrial)?			
	✓	Do policy and recommendations support a safe, efficient multi-modal transportation system?			
	✓	Do permitted uses support the job market and reflect the local talent pool?			



# WHITEWATER TOWNSHIP

5777 Vinton Road • P.O. Box 159 • Williamsburg, MI 49690 (231)  
267-5141 • FAX (231) 267-9020

TO: Whitewater Township Board

FROM: Whitewater Township Planning Commission

DATE: February 22, 2023

RE: Planning Commission Annual Report

The Planning Commission (PC) is an administrative body of seven members comprised of six appointed officials and one member of the Board of Trustees. The PC holds regular monthly meetings on the first Wednesday of the month. The PC is tasked with reviewing applications for site plan review, special land uses, planned unit developments, and rezonings. The PC is also required to hold necessary public hearings for zoning text amendments and is entrusted to incorporate the application of policies initiated in the Whitewater Township Master Plan while reviewing development decisions.

## PURPOSE OF THE ANNUAL REPORT

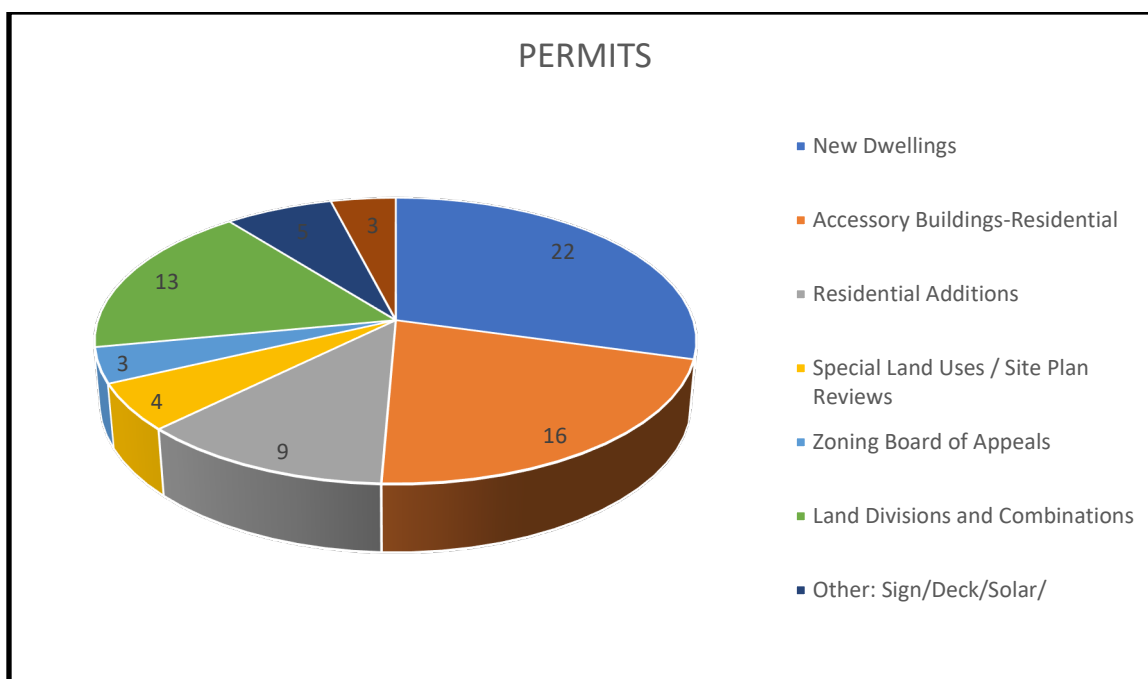
The Michigan Planning Enabling Act contains language of the requirement of the PC to prepare an annual report to the Board of Trustees: "A planning commission shall make an annual written report to the legislative body related to planning and development." Benefits of the annual report include increased information sharing between staff, boards, commission, and the governing body as well as allowing for the anticipation of upcoming issues and priorities, in order to prepare and budget accordingly.

## MEMBERSHIP

Planning Commission Member	Term Expiration
Rachel Steelman, Chair	12/31/2024
Al Keaton, Vice Chair	XX/XX/XXXX
Mike Jacobsen, Secretary	XX/XX/XXXX
Heidi Vollmuth, WWT Board Representative	11/30/2024
Carlyle Wroubel	12/31/2025
Keith DeYoung	12/31/2025
Rod Rebant	12/31/2023

## II. Zoning Administrator

### ZONING – ANNUAL REPORT of ACTIVITY<sup>1</sup>



**Note:** Of special interest to the Zoning Administrator is the fact that both ZBA requests that were processed in 2022, and the one pending (for 2023) for action, are ALL related to nonconforming issues. [Nonconformities in zoning is the source of much confusion](#). The Whitewater Township Zoning Ordinance (Article IV) offers extremely limited guidance. Section 4.15 'offers' a single sentence of 'guidance' to the Zoning Board of Appeals. The remainder of the Section offers limited administrative advice, but only implicitly.

Respectfully,

Robert (Bob) Hall

Whitewater Township – Zoning Administrator

<sup>1</sup> Number of Land Use Permits may not match exactly due to the possibility of multiple classifications – (Example: a declared AG exemption for the Accessory Building) or a ZBA application being received, but not yet processed.

## III. TRAINING

Steelman, Wroubel, and Rebrant have initiated and/or completed Citizens Planner an online course offering land use education by The MSU Extension. Wroubel has enrolled in a secondary online course through the MSU Extension, Introduction to Lakes. Reading material was provided throughout the year by PC Chair, Mangus and ZA, Hall.

#### **IV. MASTER PLAN**

To the benefit of the PC, the Township contracted with Randy Meilnik of North Place Planning to assist with the Master Plan Update and related planning services. Randy has been an asset and we are fortunate to have his expertise at the table. A workgroup consisting of; 2 PC members, Planner, and 3 residents has been formed to advise the PC on obtaining the communities input throughout the Master Plan process.

#### **V. FY24 Goals**

- Education including reading material, group trainings, and individual online courses
- Completion of the Master Plan
- Once the PC is in possession of a complete Zoning Ordinance, amendments will be prioritized.

**Propose we watch this 2.5-hour pre-recorded workshop together during a Special Meeting held on 03/15/2023 at 6:30pm?**

[Ron Bultje Presenting Complimentary Virtual Sessions on Planning & Zoning Fundamentals | Insights | Dickinson Wright \(dickinson-wright.com\)](#)

The screenshot shows the Dickinson Wright website. At the top, there is a navigation bar with links for SERVICES, INSIGHTS, PEOPLE, DIVERSITY, CAREERS, and ABOUT, along with a search icon. Below the navigation bar is a large banner image with the text "Ron Bultje Presenting Complimentary Virtual Sessions on Planning & Zoning Fundamentals". Below the banner, there is a section titled "Want to get our alerts?" with a "SUBSCRIBE NOW" button. Below this, there is a paragraph of text about the session, followed by a "SHARE" button.

DICKINSON WRIGHT

SERVICES INSIGHTS PEOPLE DIVERSITY CAREERS ABOUT Q

Ron Bultje Presenting Complimentary Virtual Sessions  
on Planning & Zoning Fundamentals

Bultje, Ronald A. | February 2021 | Media Mentions

Want to get our alerts?

Click "Subscribe Now" to get attorney insights on the latest developments in a range of services and industries.

SUBSCRIBE NOW

Ron Bultje (Member, Grand Rapids) will generously be providing two free sessions on Planning & Zoning Fundamentals on Tuesday & Thursday, February 16<sup>th</sup> & 18<sup>th</sup>, 2021 at 6:00 P.M. - 8:30 P.M. EDT. Session I on the 16<sup>th</sup> will be dedicated to understanding your role as a planning commissioner and Session II on the 18<sup>th</sup> will be on the essentials of being a zoning board of appeals member. Ron has been offering these free classes for over 25 years. Whether you are a seasoned planning commissioner seeking a refresher or are brand-new and looking for a solid foundation in local planning, this two-part training provides an overview for all.

SHARE

**Page 1 of 16 – Sample of the outline from pre-recorded training:**

DICKINSON WRIGHT PLLC

200 OTTAWA AVENUE NW, SUITE 1000  
GRAND RAPIDS, MICHIGAN 49503-2427  
TELEPHONE: (616) 458-1300  
FACSIMILE: (844) 670-6009  
<http://www.dickinsonwright.com>

RONALD A. BULTJE  
RBultje@dickinsonwright.com  
(616) 336-1007

## **UNDERSTANDING YOUR ROLE AS A PLANNING COMMISSIONER**

**February 16, 2021**

- I. Overview of Planning and Zoning**
- A. Objectives of Planning and Zoning
  - 1. promote the public health, safety, and general welfare
  - 2. regulate orderly development of property in appropriate locations and relationships
  - 3. avoid the overcrowding of population
  - 4. facilitate adequate provision for a system of public services
    - transportation – roads
    - utilities – water and sewer
    - education – schools
    - recreation – parks, bicycle paths, trails, playing fields
- B. Constitutional Implications: Authority and Limitations
  - 1. Zoning ordinances are constitutionally permitted as a legitimate exercise of a state's police powers – states have the power to regulate activity to promote public health, safety, and general welfare.
  - 2. Municipalities have no inherent authority to enact or adopt zoning ordinances. The general police power rests in the State of Michigan. Municipalities derive their powers to impose zoning regulations from the State.
  - 3. Municipalities cannot go beyond what the State has authorized under the enabling legislation.
- C. Enabling Acts
  - 1. Michigan Zoning Enabling Act (PA 110 of 2006; MCL 125.3101, *et seq.*)

Which pique interest for an educational workshop on or about 04/19/2023?

<https://www.planningmi.org/on-site-workshops>



American Planning Association  
**Michigan Chapter**

*Creating Great Communities for All*

Member Login

Search our site...



Home

Mission

About MAP

Conferences and Events

Education and Resources

Career Center

## On Site Workshops

MAP training is available to your community year-round through our on-site workshop program. At an on-site workshop an instructor comes to your location, at a time and date convenient for your participants, and presents a comprehensive educational program, addressing the specific needs of your community. Workshop descriptions are below or you can view a [printable brochure](#).

To see if there is an event scheduled near your community, check out our [Event calendar](#).

**MAP is offering in person workshops again!** However, virtual workshops are still an option and can save dollars and time. Please contact Amy Vansen at [avansen@planningmi.org](mailto:avansen@planningmi.org) if you are interested in hosting one of our workshops

For more information, contact Amy Vansen at [avansen@planningmi.org](mailto:avansen@planningmi.org), or (734) 913-2000.

### Workshop Descriptions

#### Planning and Zoning Essentials (Basic Training)

This information-packed program is perfect for new planning commissioners and zoning board of appeals members, but it's also a great refresher course for more experienced officials or elected officials looking to learn more about these boards. Roles and responsibilities of the board, site plan review, comprehensive planning, zoning ordinances, planned unit developments, and standards for decision-making are all on the agenda.

#### Zoning Administration

The zoning administrator is responsible for ensuring the integrity and effectiveness of the zoning process and for the public support it receives. Since he or she is often the initial contact with affected property owners, intelligent administration and enforcement conducted with sensitivity to public relations is essential. This program is for zoning administrators in rural, suburban, or urban settings as well as municipal officials, other staff members, or citizens interested in a

### Quick Links

[Thank you Corporate Members](#)

[Donate to MAP](#)

[Contact MAP Staff](#)

### Upcoming Events

Wed Feb 22, 2023

[Transportation Bonanza 14](#)

Category: MAP Events

Wed Mar 1, 2023

[Site Plan Review Workshop](#)

Category: MAP Events

Wed Mar 1, 2023

[Master Planning Process Workshop](#)

Category: MAP Events

Thu Mar 2, 2023

[Planning for Broadband](#)

Category: MAP Events

Thu Mar 9, 2023

[Oakland County Virtual Training Series](#)

Category: Other Events

[View Full Calendar](#)

### **Planning Commissioner Toolkit**

The Planning Commission plays a pivotal role in the development of a community. This workshop explains all of the Planning Commission duties from the master plan to site plan review and everything in between. How to conduct a meeting, handling difficult cases and conflict of interest are also reviewed.

### **Site Plan Review**

This program will demonstrate the site plan review and approval process and provide practical tools and techniques on how to read a site plan. You'll discuss site design principles, such as pedestrian and traffic considerations, lighting, utilities, ADA compliance, inspections, and landscaping. Participants in this hands-on workshop receive an engineering scale, turning template and a sample site plan to evaluate.

### **Risk Management**

As more communities face litigation related to planning and zoning decisions, this is essential training for all elected officials, planning commissioners and zoning board of appeals members. Topics include identifying a conflict of interest, applying discretionary standards during special land use reviews, reasonable expectations of a developer and how your comprehensive plan can minimize

staff members, or citizens interested in a more complete understanding of all facets of zoning administration.

### **Zoning Board of Appeals**

Quasi-judicial functions of the zoning process are handled by the Zoning Board of Appeals. This interactive, case study based workshop goes into greater depth on the issues of practical difficulty and unnecessary hardship. A summary of voting and membership requirements and other procedural requirements unique to ZBA operations are reviewed.

### **Capital Improvements Programs**

Do you know what the Planning Enabling Act says about the CIP? Do you know what should be included, and how often it should be updated? This program explains-- from start to finish-- everything you need to know to prepare and adopt a Capital Improvement Program, including: who should be involved in the Capital Improvement Program process; the accounting and budgetary requirements of a CIP; how to tie the program into your infrastructure capacity; and how to handle controversial topics.

### **Community Engagement**

Knowing which public engagement technique to use for which audience, and managing the public participation process so that all voices can be heard, all the while ensuring that the input is meaningful and relevant is one of a planner's greatest challenges. A process that can be rife with politics, on one hand, and rewarding and beneficial on the other, is part and parcel of the effort. This interactive



how your comprehensive plan can minimize risk.

#### **The Master Planning Process**

Are you considering creating a new master plan or amending an existing one? This workshop is for you! Roll up your sleeves and learn step-by-step more about the requirements, components, and stakeholder involvement you'll need to organize when drafting or amending a master plan. Includes community-specific demographics discussion and brief overview of community engagement principles.

#### **Zoning Ordinance: A to Z**

This workshop provides local decision makers with everything they need to know about this important regulatory, police power tool. A brief history of zoning, alternative ways to zone, a tour of a typical zoning ordinance including tips and best practices, zoning approval processes, and enforcement are all on the agenda.

Other training opportunities include:

#### **MAP's Build Your Own Workshop**

Select from a list of topics that are most relevant to the issues facing your community. Sessions range from 24 minutes to 2.5 hours. [See full descriptions here.](#) Contact [MAP staff](#) for group rate pricing.

Watch On Demand, packages include three sessions.

Member Rate: \$75 | Nonmember Rate: \$100 | Student Rate: \$25

and parcel of the effort. This interactive session explains best practices on how to engage with community members and stakeholders in a more meaningful way.

#### **Planning for Health**

Community planners can lead the charge at the local level to develop and implement planning policies and zoning regulations for land use and a built environment that is conducive to healthy, active living. Workshop participants will gain an understanding of how to engage the community around a vision of health; how to move plan goals and objectives to a "health in all policies" framework; how to develop and use health impact assessments; and the importance of including an implementation plan that includes zoning and other regulatory language.

## Administrative decisions require careful application to ordinance standards: Part 1

Brad Neumann, [Michigan State University Extension](#) - February 09, 2016

Base decisions only on explicit standards in the ordinance to avoid a challenge of being unreasonable, arbitrary or capricious.

The [Michigan Zoning Enabling Act](#) (MZEA) requires that a zoning ordinance include standards to direct administrative decision makers in ruling on zoning applications that require discretion and judgment. This includes decisions on site plans, special land uses, planned unit developments, and variances. Strictly following the standards is a principal means for defending zoning decisions against charges of being unreasonable, arbitrary or capricious.

A zoning ordinance includes two types of standards, discretionary and nondiscretionary. With nondiscretionary standards, such as a setback, height or lot area standard (sometimes called a numerical standard), one can count, or measure, whether the standard is met. Finding whether or not nondiscretionary standards are met can be relatively black and white.

With discretionary standards, the administrative body or official has to exercise discretion, or judgment, in determining if the standard has been met. The following standard is discretionary:

*The development that is the subject of the application for zoning approval shall not be injurious to the use and enjoyment of property in the immediate vicinity for the purposes permitted, nor substantially diminish or impair property values within the neighborhood, or the value of the natural environment.*

Although some of the wording may appear vague, a careful reading will show that there are ways to determine whether this standard is met based on the specific facts in a particular case.

Zoning standards and uniform procedures help reduce the potential to make arbitrary decisions and increase the odds of making uniform, consistent decisions when similar situations arise. This is especially important, given the following:

- The MZEA requires that if the requirements and standards for decisions are satisfied, the board, commission, or official **must** approve the request.
- The role of the decision maker is to take into account the welfare of the entire community, not just those who may show up at a hearing.

A decision-making body has constitutional limitations such as due process and equal protection. But how does this work at the practical level when confronted with a roomful of angry people demanding that an application be denied? In these situations, review standards prove most useful. Decision makers must abide the review standards; they may not make up their own rules. This means that even though zoning decisions are discretionary, they can be consistent when the review standards are applied for each decision.

Following the standards helps prevent arbitrary decisions based on personal biases or opinions that lead to public dissatisfaction and distrust of the zoning process. It should be mentioned that a zoning decision that must be made with discretionary standards might best be reviewed and acted upon by an administrative body – the planning commission – because there are multiple decision makers and points of view. If the zoning case has only nondiscretionary standards, then it might be better reviewed and acted upon by an official (e.g. the zoning administrator) in order to streamline the review time (see Who should decide if a zoning permit is issued?).

The second part of this article describes the importance of a detailed record for an administrative decision and outlines the necessary four components of minutes of administrative bodies.

Questions about making administrative decisions can be directed to a Michigan State University Extension land use educator.

This article was published by **Michigan State University Extension**. For more information, visit <https://extension.msu.edu>. To have a digest of information delivered straight to your email inbox, visit <https://extension.msu.edu/newsletters>. To contact an expert in your area, visit <https://extension.msu.edu/experts>, or call 888-MSUE4MI (888-678-3464).

extension.msu.edu

MSU is an affirmative-action, equal-opportunity employer, committed to achieving excellence through a diverse workforce and inclusive culture that encourages all people to reach their full potential.

Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status or veteran status. Issued in furtherance of MSU Extension work, acts of May 8 and June 30, 1914, in cooperation with the U.S. Department of Agriculture. Quentin Tyler, Director, MSU Extension, East Lansing, MI 48824. This information is for educational purposes only. Reference to commercial products or trade names does not imply endorsement by MSU Extension or bias against those not mentioned.

The 4-H Name and Emblem have special protections from Congress, protected by code 18 USC 707.

We comply with the Federal Trade Commission [1998 Children's Online Privacy Protection Act \(COPPA\)](https://www.ftc.gov/enforcement/rules/rulemaking-regulatory-reform-proceedings/childrens-online-privacy-protection-rule) (<https://www.ftc.gov/enforcement/rules/rulemaking-regulatory-reform-proceedings/childrens-online-privacy-protection-rule>).

## Administrative decisions require careful application to ordinance standards: Part 2

Brad Neumann, [Michigan State University Extension](#) - February 09, 2016

Base decisions only on explicit standards in the ordinance to avoid a challenge of being unreasonable, arbitrary or capricious.

The [first article](#) in this two-part series explains the importance of ordinance standards in making administrative decisions and differentiates between discretionary and nondiscretionary standards. This article covers the importance of detailed minutes to document conformance (or not) with ordinance standards.

When making decisions on administrative (e.g. site plans, special land uses, planned unit developments) and quasi-judicial (e.g. appeals, variances) matters, decision makers must ensure that required tests or standards are employed, substantiated, and documented in the record. Denying an application because of a vague notion that the use is “not a good idea” or will “harm the neighborhood” is not enough. The record must show sufficient facts to back up the findings made according to the ordinance standards. If the impact on traffic is of concern, for example, describe those concerns as precisely and factually as possible.

If a decision is challenged, the importance of using the ordinance standards becomes evident. A well-supported decision provides the background needed to build a solid legal foundation for the decision. For this reason, administrative bodies (planning commissions, zoning boards of appeals) should take minutes with greater detail than those of a legislative body, see [MSU \(Michigan State University\) Extension \*Land Use Series\* pamphlet How to take minutes for administrative decisions](#). For example, for each case the minutes should reflect at least four things:

- findings of fact;

- reasons for the decision (each reason based on or tied to a standard in the ordinance);
- the decision; and
- any conditions of approval.

These four items do not need to be all in one motion, but all four do need to be in the minutes, or attachment(s) to the minutes, as a single motion, more than one motion, staff report, discussion leading up to a motion(s) or other combination.

In arriving at finding of facts, the commission or board reviews all the material on the case (the application, staff reports, statements made at the public hearing) and decides which statements are true. In other words, the members shift through all the material and find the facts for the case. Seldom will all facts support one decision or another. That is okay and expected. The next step is to sort through the finding of facts to determine if a preponderance, not always a majority, of facts exist that leads to one decision or the other.

Then, it is a recitation of reasons for the decision. Often one reason is stated for each standard germane to the case. This leads one to determine if that particular standard was met or not. For instance, one, of likely several, reasons for approving an application might be “The total square footage of all structures detailed in the application does not exceed section 3704.E. requiring no more than 30 percent coverage of a parcel.”

Next is the decision – to approve, to approve with conditions or to deny the request.

Finally, is a list of the conditions of approval, if any. For example, a discretionary standard to minimize impacts on neighboring properties may not be met in the application, but if the applicant built a buffer along a property line then that standard might be met. The requirement for the additional buffer would then be an appropriate condition of approval.

Questions about making administrative decisions can be directed to a [Michigan State University Extension land use educator](#).

This article was published by **Michigan State University Extension**. For more information, visit <https://extension.msu.edu>. To have a digest of information delivered straight to your email inbox, visit <https://extension.msu.edu/newsletters>. To contact an expert in your area, visit <https://extension.msu.edu/experts>, or call 888-MSUE4MI (888-678-3464).

MSU is an affirmative-action, equal-opportunity employer, committed to achieving excellence through a diverse workforce and inclusive culture that encourages all people to reach their full potential.

Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status or veteran status. Issued in furtherance of MSU Extension work, acts of May 8 and June 30, 1914, in cooperation with the U.S. Department of Agriculture. Quentin Tyler, Director, MSU Extension, East Lansing, MI 48824. This information is for educational purposes only. Reference to commercial products or trade names does not imply endorsement by MSU Extension or bias against those not mentioned.

The 4-H Name and Emblem have special protections from Congress, protected by code 18 USC 707.

We comply with the Federal Trade Commission [1998 Children's Online Privacy Protection Act \(COPPA\)](https://www.ftc.gov/enforcement/rules/rulemaking-regulatory-reform-proceedings/childrens-online-privacy-protection-rule) (<https://www.ftc.gov/enforcement/rules/rulemaking-regulatory-reform-proceedings/childrens-online-privacy-protection-rule>).



Michigan State University Extension  
Land Use Series

# Organization and Codification of a Zoning Ordinance

*Original version: (August 14, 2000)*

*Last revised: (May 10, 2006)*

## Contents

Organization and Codification of a Zoning Ordinance.....	1
What is Codification? .....	1
Numbering Style .....	2
The Logic Behind the Order in Which Things Appear .....	3
Sample Zoning Text for Codification.....	5
Sample Table of Contents .....	7
Authors.....	17

---

## What is Codification?

There is a logical progression, or order, to which various parts of a zoning ordinance. The order in which parts of a zoning ordinance appear in written form should follow this logical progression.

There is also an advantage to using a uniform codification system within a county or area of the state. Often people who use zoning (real estate agents, land appraisers, professional land surveyors and people looking at several sites with intent to buy one parcel) are looking at many different ordinances. It makes their job much easier if each ordinance is organized in the same way.

There are a number of county planning commissions in Michigan which have made it a goal to have the numbering system in each municipal zoning ordinance in their county follow a uniform codification system. This bulletin focuses on a sample of one such system.

---

*“Thirty seven million acres is  
all the Michigan we will ever have”*  
William G. Milliken



This is a fact sheet developed by experts on the topic(s) covered within MSU Extension. Its intent and use is to assist Michigan communities making public policy decisions on these issues. This work refers to university-based peer reviewed research, when available and conclusive, and based on the parameters of the law as it relates to the topic(s) in Michigan. This document is written for use in Michigan and is based only on Michigan law and statute. One should not assume the concepts and rules for zoning or other regulation by Michigan municipalities and counties apply in other states. In most cases they do not. This is not original research or a study proposing new findings or conclusions.

---

## Numbering Style

The first task is to select a numbering style. This bulletin uses an outline style shown on the next page. The Section number (101 in the example, below) is numbered using a combination of the Article number (1) and the number of the section within that article (01). Another example would be section 7 of Article 34: 3407.

As illustrated below, each level of the outline also is indented a given number of tabs. Use of indentation makes the organization of the zoning ordinance easier to see and understand, and makes the ordinance more user friendly.

The example of a numbering system is here:

### **ARTICLE 10**

#### **101. Section Title**

##### **A. Subsection**

##### **1. Paragraph**

##### **a. Subparagraph**

##### **i. Sub-subparagraph**

and so on.

Most newer word processors (such as Corel WordPerfect™ or Microsoft Word™) have automated outline or paragraph numbering feature which can be customized by the user. If the entire ordinance is typed using its automated numbering system then cross references within the ordinance can be done by the word processor. A cross reference is when the text in a zoning ordinance refers to another section of the ordinance, such as “see Section 8607 of this Ordinance.” Cross referencing can be done by placing “target” and “reference” codes in the text. This gives the computer the job of keeping all cross references up-to-date so there is no need to go back and figure out the new cross reference each time a new section is added somewhere, and having to change the numbering of several paragraphs after that point. See the help screen or software user manual for details on how this works with your word processor.

## The Logic Behind the Order in Which Things Appear

There should be a systematic progression of the various parts of a zoning ordinance. A law, or in this case a zoning ordinance, is not written like a book. The glossary should not be at the end of the ordinance. It is toward the beginning. This is because the definitions of words should be established in the ordinance before they are used: First define the word, then use it. Another example is the section on nonconforming uses. It should follow the articles of the zoning ordinance which establish the regulations: First establish the regulations, then present the exceptions.

Starting here is a general discussion of how a sample zoning ordinance might be organized. Articles are numbered starting with 1 and ending with 98. Article numbering skips many numbers, both to leave room to add additional articles in the future, and to group articles on similar topics together.

### Introductory Articles

The first article, Article 1, is devoted to the title, purposes, codification, and legal clauses of the zoning ordinance. The first task is to establish the ordinance title, how it is abbreviated. Spelling out the ordinance's purpose, explaining how it is organized and clearly indicating the state statute under which the ordinance is adopted should all be presented first. These types of items should be established before starting the "meat" of the zoning ordinance.

Second is Article 5, to define specific words used in the ordinance. Some zoning ordinances divide the definitions into two lists. First is to define words; second is to define uses. Some ordinances also adopt by reference the "North American Industry Classification System Short Titles" (NAICS),<sup>1</sup> (formerly known as the "Standard Industrial Classification System" or SIC). NAICS is a system that lists all economic enterprises into a numeric classification system. For example "grocery stores" is classified as 44511, and is grouped with other enterprises as part of subsector "food & beverage stores (445) which is further grouped with even more enterprises as part of sector "retail trade" (44-45). The advantage of using NAICS is the ability to use the NAICS definitions of nearly every type of land use, without having to reiterate the large number of definitions in the zoning ordinance.

### General Regulations

The series of articles, numbered 10 to 19, are for regulations which apply in all zoning districts. That is to say the regulations apply everywhere in the municipality.

Article 10 is for general regulations. This is the article where regulations that are to be applied everywhere in the municipality and all types of uses: permitted uses, conditional uses, special uses. This article is further organized by placing sections on similar topics in groups numbered by 10.

- General provisions: Sections 1001 to 1009.
- Environmental, Water: Sections 1010 to 1019.
- Environmental, Solid Waste: Sections 1020 to 1029.
- Environmental, Land/other: Sections 1030 to 1039.
- Parcel & setback regulations: Sections 1040 to 1049.

---

<sup>1</sup> NAICS is available in book form: *North American Industry Classification System*, United States 1997, Executive Office of the United States President, Office of Management and Budget, ISBN 0-89059-097-4, Bernan Press, 4611-F Assembly Drive, Lanham, MD, 20706-4391 (800)274-4447 e-mail info@bernan.com; and can be viewed on the World Wide Web at URL: <http://www.ntis.gov/naics>.

- Vehicle access/roads/parking: Sections 1050 to 1059.
- Aesthetics, signs: Sections 1060 to 1069.
- Structure regulations: Sections 1070 to 1079.
- Dwelling/residential standards: Sections 1080 to 1089.
- Other special purpose: Sections 1090 to 1099.

Then, Article 14, is used to present regulations specifically for conditional use standards. In addition to general conditional use standards there may be specific standards for certain types of land uses. Those specific standards are in this article. As used here, conditional uses are in essence “special uses” as defined in the Michigan Zoning Enabling Act.<sup>2</sup> The intent of conditional use procedure is that the public hearing process would not normally be held, or the review process is in some other way streamlined compared to special use procedure.. Standards for conditional uses are those criteria which, if each one is met, means the conditional use permit must be granted.

Article 16 is used to present regulations specifically for special use standards. In addition to general special use standards there may be specific standards for certain types of land uses. Those specific standards are in this article. Standards for special uses are those criteria which, if each one is met, means the special use permit must be granted.

## Districts

The next article, 18, is to establish the various zoning districts, often listing each zoning district, establishes the fact the zoning map exists and how it is identified, how changes are shown, how it is replaced if old or worn out and lists rules for interpreting the map.

The next series of articles, numbered 20 to 79 are for each zoning district which exists in the municipality. They are grouped as follows:

- Specific districts: Environmental, historic, special; Articles 20 - 29. Examples include wetland districts, river protection districts, sand dune districts, historic districts, civic center, and public/park districts.
- Specific districts: Agricultural, forestry, rural; articles 30 - 39. Examples include agriculture preservation or production districts, forest preservation or production districts, mining districts, rural residential districts.
- Specific districts: Residential; articles 40 - 49. Examples include all types of residential districts, single family, low, medium or high density; multiple family; and so on.
- Specific districts: Commercial; articles 50 - 59. Examples include retail, service, commercial, highway strip, downtown, secondary shopping type districts.
- Specific districts: Industrial: articles 60 - 69. Examples include industrial, manufacturing, warehouse, transportation districts.
- Overlay districts: Articles 70- 79. This set of districts are different than the above districts in that they “overlay” on top of the specific districts already established. Examples of overlay districts can include historic, lake or river shoreline overlay districts, sand dune overlay district, wellhead protection overlay district, airport height (airplane approach) limitations and so on.

---

<sup>2</sup> P.A. 110 of 2006, as amended, (being the Michigan Zoning Enabling Act, M.C.L. 125.3101 *et seq.*) (This footnote, in earlier versions of this flyer, used to cite the following acts, each repealed as of July 1, 2006: For villages and cities the zoning enabling statute is the City and Village Zoning Act (being P.A. 207 of 1921, as amended, M.C.L. 125.581 *et seq.*); for townships and charter townships it is the Township Zoning Act (being P.A. 184 of 1943, as amended, M.C.L. 125.271 *et seq.*); for counties it is the County Planning Act (being P.A. 183 of 1943, as amended, M.C.L. 125.201 *et seq.*).

## Administration and Process

The next series of articles (80 - 89) center on nonconformities, zoning administrator, permit process and procedures for the zoning ordinance.

Article 80, introduces the possible exceptions to the zoning district regulations and general regulations. This is where the condition existed prior to the adoption date of the zoning ordinance, or amendment – “grandfathering” or “nonconformities”.

Article 82 creates the office of the zoning administrator and spells out the zoning administrator’s duties.

Article 84 establishes the procedures for a regular or permitted use zoning permit.

Article 85 establishes the procedures for a conditional use permit.

Article 86 establishes the procedures for a special use permit.

Article 88 establishes the procedures for a planned unit development

## Ordinance Administration

The last set of articles (Articles 90-99) center on ordinance administration.

Article 94 establishes the requirements for what is shown on a site plan and the procedure for review of the site plan.

Article 96 establishes the zoning board of appeals, spells out the duties of the appeals board, how members are appointed, procedures for seeking an appeal and interpretation of the ordinance or variance from the requirements of the zoning ordinance.

The last, article 98, discusses amending the zoning ordinance and that procedure, repeal of the zoning ordinance, and other miscellaneous provisions.

---

## Sample Zoning Text for Codification

The following is a sample of zoning text which establishes this codification system for a zoning ordinance. It should be placed in the first article of the zoning ordinance.

The following is offered as sample ordinance or ordinance amendment language. It is intended as a starting point for a community to use when considering this issue.

This is a sample, meaning that it is not a definitive recommendation by the authors or MSU Extension. A sample is a starting point for discussion and development of an ordinance, ordinance amendment, or zoning ordinance amendment that is appropriate for a particular community. Conversely a model ordinance, or amendment, would be presented as the ideal or utopia intended as a recommended approach. This is not a model ordinance, or ordinance amendment. That means any numerical standard (dimensional standard) offered in the sample zoning amendment is just a starting point for discussion. Often there is already discussion about the standard in the commentary which is intended to provide a community with information to decide what the numerical standard should be for a particular community.

This document is written for use in Michigan and is based only on Michigan law and statute. One should not assume the concepts and rules for an ordinance or zoning by Michigan municipalities and counties apply in other states. In most cases they do not.

If zoning exists: If this is being done in a city, village, township, or county with its own existing zoning, then these provisions must be adopted pursuant to the Michigan Zoning Enabling Act. A step-by-step checklist of procedures to amend a zoning ordinance is available from Michigan State University Extension's Land Use Series: "Checklist # 4: For Adoption of a Zoning Ordinance Amendment (including some PUDs) in Michigan" is available from [www.lu.msue.msu.edu](http://www.lu.msue.msu.edu).

Township with county zoning: If this is being done in a township that relies on county zoning, then the township must work with the county planning commission so these provisions are placed in the county's zoning ordinance pursuant to the Michigan Zoning Enabling Act. Checklist #4 is also applicable here.

Zoning done by a Joint Planning Commission: If this is being done in a municipality that relies on joint zoning, then the municipality must work with the joint planning commission so these provisions are placed in the joint zoning ordinance pursuant to the Michigan Zoning Enabling Act, Municipal Joint Planning Act, and the Joint Planning Ordinance and Agreement. Checklist #4 is also applicable here.

There are many different ways for a zoning ordinance to deal with the issues outlined here. The sample provided here is just one. It is written with the following assumptions:

1. The municipality already has a site plan review process in its zoning ordinance.
2. The section numbering system follows the standard system of codification presented in Michigan State University Extension's Land Use Series: "Organization and Codification of a Zoning Ordinance", available from [lu.msue.msu.edu](http://lu.msue.msu.edu).
3. The municipality's attorney whom is experienced in municipal law (planning and zoning) will review any proposed amendments before they are adopted.

Following are the sample zoning ordinance [amendments] with commentary.

### **106. Codification**

This Ordinance is codified by use of articles and sections, and organized in the following manner. Section numbers and article numbers not used in this Ordinance, or skipped, are reserved for future use.

- A. Article 1-9 for introductory material for this Ordinance.
  1. Article 1 for basic legal clauses such as but not limited to title, citation, purposes, legal basis, effective date, explanation of scope and codification.
  2. Article 5 for definitions of words and uses which are used in this Ordinance.
- B. Article 10-19 for general regulations applicable to all of the land under jurisdiction of this Ordinance.
  1. Article 10 for general regulations which are applicable in all zoning districts. This article is further subset as follows:
    - a. Sections 1000-1099 for general provisions.
    - b. Sections 1010-1019 for water related environmental regulations.
    - c. Sections 1020-1029 for solid waste related environmental regulations.
    - d. Sections 1030-1039 for land and other environmental regulations.
    - e. Sections 1040-1049 for parcel and setback regulations.
    - f. Sections 1050-1059 for vehicle access, road and parking regulations.
    - g. Sections 1060-1069 for aesthetic (sign, viewshed, sex oriented businesses and so on) regulations.
    - h. Sections 1070-1079 for structure (not dwelling) regulations.

- i. Sections 1080-1089 for dwelling and residential regulations.
  - j. Sections 1090-1099 for other special purpose general regulations which are not classified above.
2. Article 14 for standards for specific possible conditional uses.
3. Article 16 for standards for specific possible special uses.
4. Article 18 for establishment of the zoning map and definition of zoning districts.
- C. Articles 20-79 for each zoning district, further organized as follows with articles 20-69 organized from least intense to most intense:
  1. Articles 20-29 for environmental, historic and other special zoning districts with each zoning district organized from least intense to most intense.
  2. Articles 30-39 for agricultural, forestry, rural and rural residential zoning districts with each zoning district organized from least intense to most intense.
  3. Articles 40-49 for residential zoning districts with each zoning district organized from least intense to most intense.
  4. Articles 50-59 for commercial zoning districts with each zoning district organized from least intense to most intense.
  5. Articles 60-69 for industrial zoning districts with each zoning district organized from least intense to most intense.
  6. Articles 70-79 for overlay districts.
- D. Articles 80-89 for permit process and procedures.
  1. Article 80 for nonconformities.
  2. Article 82 for administration of the Ordinance.
  3. Article 83 for permit procedures.
  4. Article 85 for conditional uses procedures.
  5. Article 86 for special uses procedures.
  6. Article 88 for planned unit development procedures.
- E. Articles 90-99 for Ordinance administration.
  1. Article 94 for site plan review process.
  2. Article 96 for appeals board.
  3. Article 98 for Ordinance amendment, validity, enforcement and penalties.

---

## Sample Table of Contents

For purposes of an example, the following is a Table of Contents of a zoning ordinance which follows the codification system outlined in this bulletin. Listing the title of each section can help clarify what parts of an ordinance are placed where.

### General category/grouping of sections

ARTICLE number and ARTICLE title

---



Section number and Section title

**Introduction sections and legal clauses**

**ARTICLE 1: TITLE, PURPOSES AND LEGAL CLAUSES**

- 101. Title
- 102. Purposes
- 103. Legal Basis
- 104. Effective Date
- 105. Scope
- 106. Codification

**ARTICLE 5: DEFINITIONS**

- 501. Purpose
- 502. Undefined Words
- 503. Definitions of words
- 504. North American Industry Classification System
- 505. Definitions of Uses

**General regulations applicable in all of the municipality**

**ARTICLE 10: GENERAL REGULATIONS**

- 1001. Purpose
- 1002. Scope
- 1003. Bulk Regulations
- 1004. General Provisions
- Environmental, Water**
- 1010. Water Supply and Sewage Facilities
- 1011. Water Protection
- 1012. Vegetation Belt
- 1013. Hazardous Substance Groundwater Protection

**Environmental, Solid Waste**

- 1020. Waste Accumulation and Outside Storage

**Environmental, Land/other**

- 1030. Greenbelt
- 1031. High Risk Erosion Area
- 1032. Sand Dune

**Parcel & setback regulations**

1040. Fences

1041. Buffer Zone

1042. Height

1043. Parcel Width to Depth Ratio

**Vehicle access/roads/parking**

1050. Access to Public Roads

1051. Driveway and Curb Cuts

1052. Private Road

1053. Traffic Visibility at Corners

1054. Vehicular Parking Space, Access and Lighting

**Aesthetics, signs**

1060. Signs

1061. Sex-oriented Businesses

**Structure regulations**

1070. Location of Accessory Buildings and Structures

1071. Temporary Dwellings

**Dwelling/residential standards**

1080. Dwellings

1082. Second Dwelling on a Parcel

1083. Additional Living Unit in Dwellings.

1085. Home Occupations

**Other special purpose**

1090.

**ARTICLE 14: CONDITIONAL USE SPECIFIC STANDARDS**

1401. Purpose

1402. Non-farm home in an Agricultural Production districts.

1403. Upstairs rental units in commercial districts.

**ARTICLE 16: SPECIAL USE SPECIFIC STANDARDS**

1601. Purpose

1602. Any in River Corridor District

1603. Any in Agriculture Preservation District

1604. Livestock Agriculture

1605. Campgrounds

1606. Mobile Home Parks



- 1607. Mining
- 1608. Temporary mining
- 1609. Manufacturing, Trucking and Warehousing
- 1610. Junkyards
- 1611. Sweetening Plants

#### ARTICLE 18: GENERAL ZONING DISTRICT PROVISIONS

- 1801. Establishment of Districts
- 1802. Provision for Official Zoning Map
- 1803. Identification of Official Zoning Map
- 1804. Changes to Official Zoning Map
- 1805. Authority of Official Zoning Map
- 1806. Replacement of Official Zoning Map
- 1807. Rules of Interpretation
- 1808. Application of Regulations

#### **Specific districts; environmental, historic, special**

#### ARTICLE 20: RIVER CORRIDOR DISTRICT

- 2001. Purpose
- 2002. Permitted Uses
- 2003. Special Uses
- 2004. Regulations and Standards

#### ARTICLE 25: WETLAND CONSERVATION DISTRICT

- 2501. Purpose
- 2502. Permitted Uses
- 2503. Special Uses
- 2504. Regulations and Standards

#### ARTICLE 27: CIVIC CENTER DISTRICT

- 2701. Purpose
- 2702. Permitted Uses
- 2703. Special Uses
- 2704. Regulations and Standards

#### ARTICLE 29: MULTIPLE USE DISTRICT

- 2901. Purpose
- 2902. Permitted Uses
- 2903. Special Uses

2904. Regulations and Standards

**Specific districts; agricultural, forestry, rural**

ARTICLE 30: AGRICULTURE PRESERVATION DISTRICT

3001. Purpose:

3002. Permitted Uses:

3003. Conditional Uses:

3004. Special Uses:

3005. Permitted Use Regulations and Standards

3006. Special Use and Conditional Use Regulations and Standards

ARTICLE 34: FOREST PRESERVATION DISTRICT

3401. Purpose

3402. Permitted Uses

3403. Special Uses

3404. Regulations and Standards

ARTICLE 37: RURAL RESIDENTIAL DISTRICT

3701. Purpose

3702. Permitted Uses

3703. Special Uses

3704. Regulations and Standards

**Specific districts; residential**

ARTICLE 40: RESIDENTIAL DISTRICT

4001. Purpose

4002. Permitted Uses

4003. Special Uses

4004. Regulations and Standards

ARTICLE 42: SPECIAL RESIDENTIAL DISTRICT

4201. Purpose

4202. Principal Uses Permitted

4203. Special Uses

4204. Regulations and Standards

ARTICLE 44: MULTIPLE FAMILY RESIDENTIAL DISTRICT

4401. Purpose

4402. Permitted Uses

4403. Special Uses

4404. Regulations and Standards

**Specific districts; commercial**

ARTICLE 50: NEIGHBORHOOD-COMMERCIAL DISTRICT

5001. Purpose

5002. Permitted Uses

5003. Special Uses

5004. Regulations and Standards

ARTICLE 53: COMMERCIAL DISTRICT

5301. Purpose

5302. Permitted Uses

5303. Special Uses

5304. Regulations and Standards

ARTICLE 55: HIGHWAY COMMERCIAL DISTRICT

5501. Purpose

5502. Permitted Uses

5503. Special Uses

5504. Regulations and Standards

ARTICLE 57: LAKEFRONT COMMERCIAL DISTRICT

5701. Purpose

5702. Permitted Uses

5703. Special Uses

5704. Regulations and Standards

ARTICLE 59: DOWNTOWN BUSINESS DISTRICT

5901. Purpose

5902. Permitted Uses

5903. Special Uses

5904. Regulations and Standards

**Specific districts; industrial**

ARTICLE 60: LIGHT INDUSTRIAL DISTRICT

6001. Purpose

6002. Permitted Uses

6003. Special Uses

6004. Regulations and Standards

ARTICLE 63: INDUSTRIAL DISTRICT

6301. Purpose

6302. Permitted Uses

6303. Special Uses

6304. Regulations and Standards

#### ARTICLE 67: LAKEFRONT INDUSTRIAL DISTRICT

6701. Purpose

6702. Permitted Uses

6703. Special Uses

6704. Regulations and Standards

### Overlay districts

#### ARTICLE 70: HISTORIC OVERLAY DISTRICT

7001. Purpose

7002. Overlay District

7003. Uses Permitted

7004. Use Regulations

7005. Historic Standards

7006. Review Procedure

7007. Site Plan

#### ARTICLE 72: LAKE SHORELINE OVERLAY DISTRICT

7201. Purpose

7202. Area Affected

7203. Permitted Uses

7204. Regulations

#### ARTICLE 74: SAND DUNE OVERLAY DISTRICT

7401. Purpose

7402. Area Affected

7403. Parcels Affected

7404. Application Requirements

7405. Permitted and Prohibited Uses

7406. Site Plan Review

7407. Use Standards

7408. Sand Dune Special Use Project Review Procedures

7409. Nonconforming Uses

7410. Variances

7411. Penalties

ARTICLE 76: WELLHEAD PROTECTION OVERLAY DISTRICT

7601. Area Affected

7602. Wellhead Protection Zones

7603. Sector A Land Use Prohibitions

7604. Sector B Land Use Restrictions

7605. Sector C Land Use Prohibitions

7606. Conflicting Federal or State Regulations

7607. Nonconforming Land Uses in this Overlay Zone

ARTICLE 78: AIRPORT OVERLAY DISTRICT

7801. Area Affected

7802. Height Limitations

7803. Unlawful Land Uses

7804. Conflicting Federal or State Regulations

**Permit process and procedure**

ARTICLE 80: NONCONFORMITIES

8001. Purpose

8002. Regulations

8003. Extensions

8004. Repairs and Maintenance

8005. Building Damage

8006. Completion

8007. Non-Use

8008. Historic Buildings

8009. Change of Tenancy or Ownership

8010. High Risk Erosion

8011. Nonconforming Special Uses

8012. Nonconforming Uses

ARTICLE 82: ADMINISTRATION OF THIS ORDINANCE

8201. Purpose

8202. Zoning Administrator

8203. Zoning Administrator Duties

ARTICLE 84: PERMITS

8401. Land Use Permits

8402. Land Use Applications

8403. Permit Exemptions

8404. Start Work Deadline

8405. Void Permits

#### ARTICLE 85: CONDITIONAL USES

8501. Purpose

8502. Authority to Grant Permits

8503. Application and Fee

8504. Information Required in Application

8505. Review for Completeness

8506. Consideration and Decision

8507. Conditional Use Permit Standards

8508. Conditional Use Permit Conditions

8509. Record of Conditional Use Permit

8510. Security Requirement

8511. Amendment of Conditional Use Permits

8512. Transfer of Conditional Use Permits

8513. Void Permits

8514. Construction Code Permit

#### ARTICLE 86: SPECIAL USES

8601. Purpose

8602. Authority to Grant Permits

8603. Application and Fee

8604. Information Required in Application

8605. Review for Completeness

8606. Notice of Public Hearing

8607. Hearing and Decision

8608. Special Use Permit Standards

8609. Special Use Permit Conditions

8610. Record of Special Use Permit

8611. Security Requirement

8612. Amendment of Special Use Permits

8613. Transfer of Special Use Permit

8614. Construction Code Permit

8615. Expiration of Special Use Permits

8616. Violation of Permit

#### ARTICLE 88: PLANNED UNIT DEVELOPMENT

8801. Purpose

8802. Eligibility

8803. Procedure

8804. Basic restrictions and Modification Procedure

#### **Ordinance administration**

#### ARTICLE 94: SITE PLAN

9401. Purpose

9402. Site Plan Review

9403. Optional Sketch Plan Review

9404. Required Data for a Basic Site Plan

9405. Required Data for a Medium Site Plan

9406. Required Data for a Detailed Site Plan

9407. Required Data for a Site Plan Involving Special Groundwater Protection Provisions.

9408. Submission of a Site Plan

9409. Review for Completeness

9410. Standards for Site Plan Review

9411. Approval and Compliance

9412. Conditions of Site Plan Approval

9413. Security Requirement

9414. File Copies

9415. Zoning Permits

9416. Amendment of Site Plan

#### ARTICLE 96: APPEALS BOARD

9601. Appeals Board Established

9602. Duties of the Appeals Board

9603. Variance

9604. Voiding of and reapplication for Variance

9605. Interpretation of Ordinance Text

9606. Appeals to the Appeals Board

9607. Appeals Board Members

#### ARTICLE 98: AMENDMENT VALIDITY PENALTIES

- 9801. Initiating Amendments and Fees
- 9802. Amendment Procedure
- 9803. Conformance to Court Decree
- 9804. Violations and Penalties: Nuisance Per Se: Abatement
- 9805. Caption
- 9806. Repeal of Ordinance
- 9807. Pending Zoning Applications
- 9808. Validity and Severability Clause
- 9809. Period of Effectiveness

---

## Authors

This publication was developed in collaboration by:

- Kurt H. Schindler, Distinguished Senior Educator Emeritus, MSU Extension, Michigan State University

Reviewed by:

- The author would like to thank Eric Cline, Assistant Antrim County Planner for his review and comments in preparation of this bulletin. Codification is the numbering system and arrangement of articles and sections of a law.

To find contact information for authors or other MSU Extension experts use this web page: <http://msue.anr.msu.edu/experts>.

MSU is an affirmative-action, equal-opportunity employer, committed to achieving excellence through a diverse workforce and inclusive culture that encourages all people to reach their full potential. Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status or veteran status. Issued in furtherance of MSU Extension work, acts of May 8 and June 30, 1914, in cooperation with the U.S. Department of Agriculture. Jeffrey W. Dwyer, Director, MSU Extension, East Lansing, MI 48824. This information is for educational purposes only. Reference to commercial products or trade names does not imply endorsement by MSU Extension or bias against those not mentioned. The name 4-H and the emblem consisting of a four-leaf clover with stem and the H on each leaflet are protected under Title 18 USC 707.